



# Town of Bowdoinham

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Nicole Briand, Town Manager

March 26, 2026

Town of Bowdoinham  
c/o Pine Tree Engineering, Inc.  
121 Pond Road  
Bowdoinham, Me 04008

**Re: Planning Board – Site Plan Review Tier II**  
**121 Pond Road, Bowdoinham, Me 04008**  
**(Tax Map: R02, Lot: 62)**

To Whom It May Concern:

On March 26, 2026, we, the Bowdoinham Planning Board, reviewed your Site Plan Review permit application (Tier II) and made the following Findings and Conclusions based on the Approval Criteria and General Performance Standards:

- 1) Vehicular Access – The proposed site layout will provide for safe access to and egress from public and private roads.

*Finding: The Planning Board found that the proposed site layout will provide for safe access to and egress from public and private roads, given that the addition of a new entrance that will be specific to the recycling area will be separated from the existing staff entrance.*

*Conclusion: The Approval Criteria has been adequately met.*

- *Motion to Approve: Reeve Wood*
- *Seconded: Justin Schlawin*
- *Vote: 5-0 in favor*

- 2) Internal Vehicular Circulation – The proposed site layout will provide for the safe movement of passenger, service, and emergency vehicles through the site.

*Finding: The Planning Board found that the proposed site layout will provide for the safe movement of passenger, service, and emergency vehicles through the site, due to the separation of travel routes for staff and the public and appropriate designated parking as needed.*

**Conclusion: The Approval Criteria has been adequately met.**

- **Motion to Approve: Reeve Wood**
- **Seconded: Justin Schlawin**
- **Vote: 5-0 in favor**

- 3) **Pedestrian Circulation** – The proposed site layout will provide for safe pedestrian circulation both on-site and off-site.

*Finding: The Planning Board found that the proposed site layout will provide for safe pedestrian circulation both on-site and off-site because there is separation from where the public will be walking and where staff will be operating and there are designated parking spaces in proximity to where the public would need to walk.*

**Conclusion: The Approval Criteria has been adequately met.**

- **Motion to Approve: Reeve Wood**
- **Seconded: Justin Schlawin**
- **Vote: 5-0 in favor**

- 4) **Municipal Services** – The development will not have an unreasonable adverse impact on municipal services, including municipal road systems, fire department, solid waste program, schools, open spaces, recreational programs and facilities, and other municipal services and facilities.

*Finding: The Planning Board found that the development will not have an unreasonable adverse impact on municipal services, including municipal road systems, fire department, solid waste program, schools, open spaces, recreational programs and facilities, and other municipal services and facilities given that the board did not receive any concerns about impact and because the application is coming with the approval of a staff department.*

**Conclusion: The Approval Criteria has been adequately met.**

- **Motion to Approve: Reeve Wood**
- **Seconded: Justin Schlawin**
- **Vote: 5-0 in favor**

- 5) **Visual Impact** – The proposed development will not have an adverse effect on the scenic or natural beauty of the area, including water views and scenic views.

*Finding: The Planning Board found that the proposed development will not have an adverse effect on the scenic or natural beauty of the area, because the proposed development will not be seen from the road or abutting properties, and the proposed gravel area will be in an area of the property where there are no abutters that can see the property. And the way the new entry is sort of bent to the road and the way the road bends will hide the majority of the proposed gravel area.*

**Conclusion: The Approval Criteria has been adequately met.**

- **Motion to Approve: Reeve Wood**
- **Seconded: Justin Schlawin**
- **Vote: 5-0 in favor**

- 6) **Lighting** – All exterior lighting will be designed to avoid undue glare, adverse impact on neighboring properties and rights-of-ways, and the unnecessary lighting of the night sky.

*Finding: The Planning Board found that all exterior lighting will be designed to avoid undue glare, adverse impact on neighboring properties and rights-of-ways, and the unnecessary lighting of the night sky on account of no new lighting is proposed.*

**Conclusion: The Approval Criteria has been adequately met.**

- **Motion to Approve: Reeve Wood**
- **Seconded: Justin Schlawin**
- **Vote: 5-0 in favor**

- 7) **Signage** – The proposed signage will not detract from the design of the proposed development and the surrounding properties and will not constitute hazards to vehicles and pedestrians.

*Finding: The Planning Board found that the proposed signage will not detract from the design of the proposed development and the surrounding properties and will not constitute hazards to vehicles and pedestrians due to no new signage being proposed on the road, only signage for parking spaces and accessibility.*

**Conclusion: The Approval Criteria has been adequately met.**

- **Motion to Approve: Reeve Wood**
- **Seconded: Justin Schlawin**
- **Vote: 5-0 in favor**

- 8) **Buildings** – The proposed structures will relate harmoniously to the terrain and to existing buildings in the vicinity, so as to have a minimally adverse effect on the environmental and aesthetic qualities of the neighboring areas.

*Finding: The Planning Board concluded that proposed structures will relate harmoniously to the terrain and to existing buildings in the vicinity, so as to have a minimally adverse effect on the environmental and aesthetic qualities of the neighboring areas due to no new buildings being proposed.*

**Conclusion: The Approval Criteria has been adequately met.**

- **Motion to Approve: Reeve Wood**
- **Seconded: Justin Schlawin**

- ***Vote: 5-0 in favor***

- 9) **Landscaping** – The proposed development will provide adequate landscaping in order to define, soften, and/or screen the appearance of parking and developed areas as well as to enhance the physical design of the buildings and the overall development.

*Finding: The Planning Board waived this standard, as requested by the applicant, since the proposed gravel area will not be seen from the public road or from abutting properties.*

**Conclusion: The Approval Criteria has been waived.**

- ***Motion to Approve: Justin Schlawin***
- ***Seconded: Reeve Wood***
- ***Vote: 5-0 in favor***

- 10) **Buffering** – The proposed development will provide for the buffering of adjacent uses where there is a transition from one type of use to another use and for the screening of mechanical equipment and service and storage areas.

*Finding: The Planning Board found that the proposed development will provide for the buffering of adjacent uses where there is a transition from one type of use to another use and for the screening of mechanical equipment and service and storage areas because of the existing vegetation.*

**Conclusion: The Approval Criteria has been adequately met.**

- ***Motion to Approve: Reeve Wood***
- ***Seconded: Justin Schlawin***
- ***Vote: 5-0 in favor***

- 11) **Utilities** – The proposed development will not impose an unreasonable burden on existing utilities.

*Finding: The Planning Board found that the proposed development will not impose an unreasonable burden on existing utilities due to no new utilities is proposed.*

**Conclusion: The Approval Criteria has been adequately met.**

- ***Motion to Approve: Reeve Wood***
- ***Seconded: Justin Schlawin***
- ***Vote: 5-0 in favor***

- 12) **Water Supply** – The proposed development will be provided with an adequate supply of water.

*Finding: The proposed development will be provided with an adequate supply of water as a result of no new water supply is needed.*

**Conclusion: The Approval Criteria has been adequately met.**

- ***Motion to Approve: Reeve Wood***
- ***Seconded: Justin Schlawin***
- ***Vote: 5-0 in favor***

**13) Sewage Disposal** – The proposed development will be provided with adequate sewage waste disposal.

**Finding:** *The Planning Board found that the proposed development will be provided with adequate sewage waste disposal by reason of no new need for sewage disposal is being proposed.*

**Conclusion: The Approval Criteria has been adequately met.**

- ***Motion to Approve: Reeve Wood***
- ***Seconded: Justin Schlawin***
- ***Vote: 5-0 in favor***

**14) Fire Protection** – The proposed development will have adequate fire protection.

**Finding:** *The proposed development will have adequate fire protection because no new structures are being proposed and gravel is not flammable.*

**Conclusion: The Approval Criteria has been adequately met.**

- ***Motion to Approve: Reeve Wood***
- ***Seconded: Justin Schlawin***
- ***Vote: 5-0 in favor***

**15) Capacity of Applicant** – The applicant has the capacity to carry out the proposed project.

**Finding:** *The Planning Board found that the applicant has the capacity to carry out the proposed project since the town owns the property and it is a town facility with town financial backing and the town has hired professionals to conduct the work.*

**Conclusion: The Approval Criteria has been adequately met.**

- ***Motion to Approve: Reeve Wood***
- ***Seconded: Justin Schlawin***
- ***Vote: 5-0 in favor***

**16) Shoreland** – The proposed development will be in compliance with the Town’s Shoreland Zoning Ordinance.

**Finding:** *The Planning Board determined that this standard is not applicable because the property is not located within the Shoreland Zone.*

**Conclusion: This Approval Criteria is not applicable to this application.**

- ***Motion to Approve: Reeve Wood***
- ***Seconded: Justin Schlawin***
- ***Vote: 5-0 in favor***

17) **Floodplain** – The proposed development will be in compliance with the Town’s Floodplain Management Ordinance.

**Finding:** *The Planning Board determined that the proposed development will be in compliance with the Town’s Floodplain Management Ordinance with the condition that the town obtain a Flood Hazard Development Permit from the Code Enforcement Officer.*

**Conclusion: The Approval Criteria has been adequately met.**

- ***Motion to Approve: Reeve Wood***
- ***Seconded: Justin Schlawin***
- ***Vote: 5-0 in favor***

18) **Wetlands & Waterbodies** – The proposed development will not have an adverse impact on wetlands and/or waterbodies, to the extent that is practicable.

**Finding:** *The Planning Board found that the proposed development will not have an adverse impact on wetlands and/or waterbodies, to the extent that is practicable because the design is to minimize impact on the wetlands.*

**Conclusion: The Approval Criteria has been adequately met.**

- ***Motion to Approve: Reeve Wood***
- ***Seconded: Justin Schlawin***
- ***Vote: 5-0 in favor***

19) **Historic & Archaeological** – The proposed development will not have an adverse effect on historic and/or archaeological sites.

**Finding:** *The Planning Board determined the proposed development will not have an adverse effect on historic and/or archaeological sites because no historic or archaeological sites exist on the site.*

**Conclusion: The Approval Criteria has been adequately met.**

- ***Motion to Approve: Reeve Wood***
- ***Seconded: Justin Schlawin***
- ***Vote: 5-0 in favor***

20) **Groundwater** – The proposed development will not adversely impact either the quality or quantity of groundwater available to abutting properties or to public water supply systems.

*Finding: The proposed development will not adversely impact either the quality or quantity of groundwater available to abutting properties or to public water supply systems since the proposed development will have no impact to the ground water due to being treated by a swale and lever spreader.*

**Conclusion: The Approval Criteria has been adequately met.**

- ***Motion to Approve: Reeve Wood***
- ***Seconded: Justin Schlawin***
- ***Vote: 5-0 in favor***

**21) Wildlife Habitat** – The proposed development will not have an undue adverse effect on wildlife habitat.

*Finding: The proposed development will not have an undue adverse effect on wildlife habitat because a very minimal area is impacted, and there is adequate and similar habitat adjacent to the proposed project area and is not disturbing areas within the Inland Fisheries & Wildlife mapped habitat of significance.*

**Conclusion: The Approval Criteria has been adequately met.**

- ***Motion to Approve: Reeve Wood***
- ***Seconded: Justin Schlawin***
- ***Vote: 5-0 in favor***

**22) Natural Areas** – The proposed development will not have an undue adverse effect on rare and irreplaceable natural areas.

*Finding: The Planning Board found that the proposed development will not have an undue adverse effect on rare and irreplaceable natural areas because it is not impacting natural areas as designated by the Maine Natural Areas Program and the Town of Bowdoinham Comprehensive Plan.*

**Conclusion: The Approval Criteria is not applicable to this application.**

- ***Motion to Approve: Reeve Wood***
- ***Seconded: Justin Schlawin***
- ***Vote: 5-0 in favor***

**23) Environmental Impact** – The landscape will be preserved in its natural state to the extent that is practical by minimizing tree removal, disturbance of soil and retaining existing vegetation.

*Finding: The Planning Board determined that the landscape will be preserved in its natural state to the extent that is practical by minimizing tree removal, disturbance of soil and retaining existing vegetation because the proposed gravel area will have some change to the natural state of the environment and some grading and filling proposed, but it is minimized to the greatest extent possible adjacent to existing disturbed areas.*

**Conclusion: The Approval Criteria has been adequately met.**

- **Motion to Approve: Reeve Wood**
- **Seconded: Justin Schlawin**
- **Vote: 5-0 in favor**

**24) Solid Waste Management** – The proposed development will provide for adequate disposal of solid wastes.

*Finding: The proposed development will provide for adequate disposal of solid wastes since the tree waste will be dealt with appropriately on site and off.*

**Conclusion: The Approval Criteria has been adequately met.**

- **Motion to Approve: Reeve Wood**
- **Seconded: Justin Schlawin**
- **Vote: 5-0 in favor**

**25) Hazardous, Special & Radioactive Materials** – The proposed development will handle, store, and use all materials identified as hazardous, special or radioactive in accordance with the standards of Federal and State agencies.

*Finding: The Planning Board found that the proposed development will handle, store, and use all materials identified as hazardous, special or radioactive in accordance with the standards of Federal and State agencies because the proposed development is not producing any hazardous, special or radioactive materials, and any of these types of materials brought to the Recycling Facility will be distributed to the appropriate facilities.*

**Conclusion: The Approval Criteria has been adequately met.**

- **Motion to Approve: Reeve Wood**
- **Seconded: Justin Schlawin**
- **Vote: 5-0 in favor**

**26) Air Quality** – The proposed development will not result in undue air pollution or odors.

*Finding: The proposed development will not result in undue air pollution or odors due to the air quality will not be affected by this application.*

**Conclusion: The Approval Criteria has been adequately met.**

- **Motion to Approve: Reeve Wood**

- **Seconded: Justin Schlawin**
- **Vote: 5-0 in favor**

27) Water Quality – The proposed development will not result in water pollution.

*Finding: The proposed development will not result in water pollution because there will be no discharges of stormwater due to the level spreader, and equipment will be repaired in the garage*

**Conclusion: The Approval Criteria has been adequately met.**

- **Motion to Approve: Reeve Wood**
- **Seconded: Justin Schlawin**
- **Vote: 5-0 in favor**

28) Stormwater – The proposed development will provide for the collection and disposal of all stormwater that runs off proposed streets, parking areas, roofs, and other impervious surfaces, which must not have an adverse impact on abutting or downstream properties.

*Finding: The proposed development will provide for the collection and disposal of all stormwater that runs off proposed streets, parking areas, roofs, and other impervious surfaces, which must not have an adverse impact on abutting or downstream properties because there is a full stormwater plan included as part of the permit application and permit requirement by a state agency has been met.*

**Conclusion: The Approval Criteria has been adequately met.**

- **Motion to Approve: Reeve Wood**
- **Seconded: Justin Schlawin**
- **Vote: 5-0 in favor**

29) Sedimentation & Erosion Control – The proposed development will take adequate measures to prevent soil erosion and the sedimentation of watercourses and waterbodies.

*Finding: The proposed development will take adequate measures to prevent soil erosion and the sedimentation of watercourses and waterbodies given that the applicant submitted construction notes indicating how they will control soil erosion and sedimentation of watercourses or waterbodies.*

**Conclusion: The Approval Criteria has been adequately met.**

- **Motion to Approve: Reeve Wood**
- **Seconded: Justin Schlawin**
- **Vote: 5-0 in favor**

30) Noise – The proposed development will control noise levels so that it will not create a nuisance for neighboring properties.

*Finding: Th proposed development will control noise levels so that it will not create a nuisance for neighboring properties since Public Works will not conduct the work outside normal operating hours for the facility.*

**Conclusion: The Approval Criteria has been adequately met.**

- ***Motion to Approve: Reeve Wood***
- ***Seconded: Justin Schlawin***
- ***Vote: 5-0 in favor***

**31) Compliance with Ordinances** – The proposed development conforms with the provisions of this Land Use Ordinance and other ordinances and regulations of the Town of Bowdoinham.

*Finding: The proposed development conforms with the provisions of this Land Use Ordinance and other ordinances and regulations of the Town of Bowdoinham because the proposed development conforms with the provisions of this ordinance as well as other ordinances of the Town of Bowdoinham.*

**Conclusion: The Approval Criteria has been adequately met.**

- ***Motion to Approve: Reeve Wood***
- ***Seconded: Justin Schlawin***
- ***Vote: 5-0 in favor***

**32) Town Plans & Vision Statements** – The proposed development is consistent with the intent of the Town’s Plans, including but not limited to the Comprehensive Plan, Waterfront Plan, and Transportation Vision Statement.

*Finding: The proposed development is consistent with the intent of the Town’s Plans, including but not limited to the Comprehensive Plan, Waterfront Plan, and Transportation Vision Statement because the proposed development is harmonious with the intent of the town’s plans, such as the Comprehensive Plan, Waterfront Plan, and Transportation Vision Statement.*

**Conclusion: The Approval Criteria has been adequately met.**

- ***Motion to Approve: Reeve Wood***
- ***Seconded: Justin Schlawin***
- ***Vote: 5-0 in favor***

Based on your application and the above findings and conclusions, we the Planning Board approve the Site Plan Review- Tier II application, **with a motion to approve by Justin Schlawin, and seconded by Tracy Krueger, by a vote of 5-0**, with the following Conditions of Approval:

1. The applicant shall obtain a Flood Hazard Development Permit approval from the Code Enforcement Officer before work commences.

Sincerely,

Bowdoinham Planning Board:

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Chair: Nathan Drummond

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Member: Reeve Wood

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Member: Tracy Krueger

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Member: Chris Vonderweidt

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Member: Justin Schlawin

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Associate: Richard Joyce

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Associate: William Shippen