

# Palmyra Planning Board Meeting Minutes

Date: 11/08/2022

I. Call to order and flag salute – *The meeting was called to order by the Chair at 6:00 p.m. – flag salute.*

## II. Roll call

*Planning Board Members present: Chair Dave Leavitt, Vice-Chair Billy Boulter, Corey Dow*

*Residents Present: Michael LePage, Joshua Johnson Vondell Dunphy, Heidi Bovin, Aimee Young*

## III. Correspondence

## IV. Process Land Use Permit Applications

*-Heidi Bovin, M Room Special Amusement Permit*

*Town website has the wrong application posted. This should be changed.*

*Discussion about the necessity of a public hearing. Billy **stated a public hearing is required needed.***

*Heidi stated that a public hearing causes a hardship on her business, it forces her to hire someone to work while she attends the hearing. Heidi also stated there have been no issues related to her business causing disturbances with neighbors, the town or public.*

*Dave stated that the planning board has the authority to waive requirements at its discretion.*

*Dave, Corey and Gary discussed the necessity of the public hearing. There have been no complaints brought to the town related to Heidi or her business.*

*Billy stated he would not support waiving the required public hearing.*

*Dave made motion to sign permit and eliminate the public hearing. Second by Corey – **vote approved 3-1 [Billy opposed] in favor.***

Brent Frost – Subdivision Application Review (Map 3, Lot 10-A)

*Discussion lead by Billy:*

- **Town received one(1) copy of C1, C2, C3 and three (3) copies of a different C1 and three (3) mylar***
- **C1 same as 9/27 with added revision date which was an open item.***
- **C2 revised 9/6 plan and added NOTE 3 on GRAVEL ROAD SECTION to comply with OPEN NOTE #53 and also revised the revision date – both open items.***
- **C3 revised from 9/6 added the paving surface with legend, revised location of the septic tank and revised the date – this completed C3 open item.***
- **C1 with mylar added GENERAL NOTES #6 and 7, had Engineer Seal date of 10-11-22 and Engineer Stamp of Alan R. Pevy.***
- **Tier 1 Permit provided by Aimee was not needed since Planning Board filed the previous copy received 10/12/22.***
- **Aimee was questioned about the check mark on the first page of the permit for CORPS ACTION and she clarified that no action was required.***
- **Motion by Billy “The applicant has complied with all 16 Criteria Sections of Article 2 and therefore compliant in all respects” 4-0 all in favor.***
- **Motion by Billy “The subdivision application of Brent Frost to construct three (3) buildings with two (2) residential units with garages on Lot #10A on Map 3 is approved with no conditions”. 4-0 all in favor***

- *All of the CI plans provided with the mylar and three (3) copies of the mylar were signed by the Planning Board. Aimee was given two (2) mylar and one(1) paper copy of CI. The Planning Board retained two (2) copies of the CI and one (1) copy of the mylar.*
- *The Planning Board signed two (2) copies of the TOWN OF PALMYRA PLANNING BOARD PERMIT and gave one(1) copy to Aimee.*

#### *Johnson Storage Container*

- *Motion by Billy, applicant has right, title and interest. 4-0 all in favor*
- *Planning Board made revisions to the application with approval of the applicant:*
  - a) #2 = NO*
  - b) #6 – added names of abutters that were on the previous application*
  - c) #29 – YES*
  - d) #39 – YES*
  - e) #41 - NO*
- *Motion by Billy “The application is complete with the noted revisions” – 4-0 in favor.*
- *Compliance review:*
  - a) #11: N/A*
  - b) #16: N/A*
  - c) #19: N/A*
  - d) #20: N/A*
  - e) #23: N/A*
- ~~*#20 changed to Yes*~~
- ~~*#39 changed to yes*~~
- *Motion by Billy that application is complete 4-0 All in favor*
- *Public Hearing scheduled for December 13*

#### *Crescent Lumber Sign*

- *Crescent lumber filed application to remove existing “Crescent Lumber” sign and replace with “Ware-Butler” sign as illustrated in application*
- *It appears the entire sign may be in excess of the size allowed by the towns ordinance.*
- *Billy opposed the application as submitted without the back up to show actual sizes and dimensions of the sign and the building*
- *Dave and Corey discussed that the new sign is replacing and existing sign. Moving forward it would be difficult to enforce an ordinance not previously enforced. Particularly on a sign replacement.*
- *Billy objected, believes the new sign should conform to the ordinance*
- *Dave made motion to grant permit as submitted. Corey Second **Vote** 3-1 Billy opposed*

V. Announcements – *Vondell asked if the board would support soliciting donations for Christmas Tree Festival for the Chamber of Commerce. Board members will donate personally, not interested in soliciting businesses for donations*

#### VI. Reports

- a) *Secretary’s Report 10/27/2022 - motion to accept minutes All in favor*

#### VII. Old Business

- a) **Billy brought up the possibility of members of the Appeals Board being on the Planning Board. Vondel stated they were not a very active board. ~~Vondel asked if we could talk to~~**



~~the appeals board members to see if any would join the planning board.~~ Corey will reach out to Bill Randal and Bill Freudenburger. **The Select Board will check with Darrin Dyer, Harold Towle and Justin McMann.**

b) Ordinance Changes-

- a. **ENTERTAINMENT ORDINANCE: Section 4 first paragraph second sentence – delete “permit” and replace with “be permitted” – approved administrative change. Section 5: delete all after be and replace with “as listed on the current Town of Palmyra Fee Schedule”. It was decided this change would have to go before the public.**
- b. **Nonresidential Land Use Ordinance: pg. 26 2g – insert “Section 1914” after “Chapter 21” – this is an administrative change.**
- c. Sign ordinance needs to change to reflect state guidelines.

**VIII. New Business**

*Irrevocable letter of credit for Hometown Health Care was to be in effect Expires 9/30/22.*

**IX. Adjournment**

*7:23 pm – motion to adjourn. All in favor*

NEXT MEETING - 11/22/2022