

Palmyra Planning Board Meeting Minutes

Date: 2/28/2023

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 Boulier, Gary Beem, Corey Dow, Douglas Frati, and alternates Michael LePage and Katie Burrill

Diane White, Secretary

Travis Gould, Code Enforcement Officer (CEO)

Resident Dennis Dow

III. Correspondence

Dave explained that Maine DOT will be doing roadwork on Route 152 this Spring and Summer. After the paving is complete no entrance permits will be allowed for 3 years. Planning Board members agree that this should be on the town's website.

Billy had sent an email to Thomas Emery (attachment 1) regarding action items to be completed. He is waiting for a response.

IV. Process Land Use Permit Application – *If the item number is not listed below, the Planning Board has accepted the applicant's declaration.*

a) Poulin Palmyra Development Subdivision (Map 5, Lot 26) – Applicant / representative not present. Andre Poulin had called Diane and asked to be added to the March 14th agenda. Email from Andre received: letter from a well driller regarding the water supply. Billy noted that the minutes of the 2/14 meeting for responses to 74/76 and 96 needs to be changed to the revision that he previously sent.

b) Dennis Dow – storage building (Map 5, Lot 30-3) – Motion by Billy that the applicant has the right to appear before the Planning Board based on the deed (submitted). Second by Dave. Passed 5-0. Billy explained that per the ordinance, a commercial building under 5,000 s.f. is allowed in an agricultural/residential zone. The applicant had previously applied for a building permit to place a mobile home on the property. Travis did not issue this because there was no information on a mobile home.

Permit review:

2) Planning Board added NO.

7) Dennis stated that the cost will be approximately \$100,000. Complete.

8) Construction will start when the road postings are removed and complete in summer. Complete

11) Not applicable.

12) Shoreland Zoning District – this question was answered “no”. Questioned by Billy. After discussion and review of the Shoreland Zoning Map it was determined that this property may be in the Resource Protection District. Travis recommended waiving the requirements for this because the property is high and dry. Billy asked if this could be waived. This will remain open until after the public hearing.

13) FIRM Map – question answered “no”. Discussion of the map and confirmed property is not in the FIRM Zone A.

- 14) *Not applicable.*
- 15) *Missing information – driveway dimensions, parking lot, sign dimensions and location, exterior lighting, and vegetative screening. Billy recommended applicant provide reduced scale of the site plan so it is more understandable. Open.*
- 16) *Need specs for gravel/driveway. Open.*
- 17) *Not applicable.*
- 18) *Travis confirmed that State approval would be required if the affected area was over 1 acre and this site did not have that large of a footprint.*
- 19) *CEO states that this is not needed.*
- 20) *Not applicable due to the above.*
- 23) *Not required for this application.*

Three open items for completeness: 12, 15, and 16. Motion made by Dave that the application is complete with exception and to schedule a public hearing for the next meeting (3/14) at 6:00. Second by Billy. Passed 5-0.

Motion made by Dave that the application is complete but not compliant. Second by Corey. Passed 5-0.

COMPLIANCE

- 29) *Change answer to yes to correct error. Note: simplify the language in item 29.*
- 35) *Open. Put the lighting on the plan and comply with 8.8.*
- 37) *Discussion on the requirement for vegetative screening at the front. It was agreed that this requirement has not been required for most of the commercial businesses and seems not proper for the business to be shielded from the public. Motion by Billy that vegetative screening would not be required at the front because the Planning Board would be recommending deletion of this requirement in this ordinance. Motion approved.*
- 39) *Open. Change the answer to yes. Dennis explained that he answered no because the CMP line abuts the property. Mike stated that the neighbor's house should be screened. Dennis will talk to the neighbor.*
- 41) *Open*
- 43) *Change answer to yes to correct error.*
- 45) *Not applicable.*

Open items: 12, 15, 16, 35, 39, 41

V. Announcements

Dave distributed a sympathy card for members to sign for Selectman Herbert Bates. He explained that the funeral for Herb's wife will be held on Friday and he will send a bouquet of flowers from the Planning Board.

VI. Reports

- a) *Secretary's Report (2/14/2023) - 3 revisions per Billy (minutes of the regular meeting)*
 - Process Land Use Permit Application - a) Poulin Palmyra Development Subdivision*
 - #74 – Open for applicant to provide revised permit to include the correct number of multifamily units.*
 - #96 – Complete. Applicant provided statement that the proposed development is not in the direct watershed of a great pond.*
- Motion made by Dave to accept subject to the revisions cited by Billy. Second by Corey. Passed 5-0.*

Motion by Dave to accept the Public Hearing minutes as typed. Second by Corey. Passed 5-0.

- b) CEO Report – *Travis reported that he had issued a permit for a hay barn and signed 1190 forms (CMP forms to hook up power). A mobile home was placed on a lot without a permit and he is working on getting the building and septic permits.*

VII. Old Business

- a) Planning Board Ordinance Review - *Billy stated that we will deal with the proposed revisions when we are able to present the Shoreland Zoning Ordinance to the Town.*
- *Travis (CEO) will check with Newport regarding the Newport Water District in Shoreland Zoning to be sure that Palmyra is not being more restrictive than Newport, since it is their drinking water.*
 - *Billy provided Version A which included the decisions made at the work meeting. He asked the members to review in detail.*
 - *This will be discussed at a later date (to be determined).*
 - *Travis agreed to attend the meeting.*
- b) BD Solar – *action items update – no discussion*
- c) Hometown Health Center - *action items update – Dave referred to the notice that the applicant has received.*

VIII. New Business

- a) Town Website (suggested updates)
- Billy had suggestions for changes to the website (attachment 2). He created four new documents to be used and put on the website:*
- *Residential Land Use Permit (CEO or Planning Board)*
Travis will review this – not to be put on the town website at this time.
 - *Subdivision Application Approved*
 - *Nonresidential Land Use Permit Approved*
 - *Change of Nonconforming Use Permit Approved*

He explained that these documents would make it easier for the applicants because the CEO would have to sign off if conditions need to be completed. It also lets the applicant move forward before the next Planning Board meeting. Some discussion, other members approve of the Subdivision, Nonresidential, and Change of Nonconforming Use applications. To be put on the website.

Travis suggested that the permit fee be doubled for those who begin construction without a permit. Billy said that this is in the ordinance. It was suggested to add this to the fee schedule. This would need Selectmen approval.

IX. Adjournment

7:40 p.m. - Motion made by Dave to adjourn—seconded. Passed 5-0.

Respectfully Submitted
Diane White, Secretary

NEXT MEETING
3/14/2023