

# Palmyra Planning Board Meeting Minutes

Date: 9/12/2023

## **I. Call to order and flag salute**

*The meeting was called to order by the Chair at 6:05p.m. – flag salute*

## **II. Roll call**

*Planning Board Members present: Chair Dave Leavitt, Vice Chair Corey Dow, Katie Burrill, Gary Beem*

*Alternate: Michael LePage*

*Select Board Members: Vondell Dunphy, Herbert Bates*

*Diane White, Secretary*

*Others Present: John Merry*

## **III. Correspondence**

- a) DEP letter regarding the State's Stormwater Management Rules (Chapter 500) - (Letter attached). Dave explained that DEP is asking if there is someone from a town committee interested in joining a task force looking into stormwater management rules.

## **IV. Process Land Use Permit Application**

- a) A-Team Development – Newport Self-Storage – *Not present. Waiting for the state permit.*
- b) John Merry – Home Business Application (bullet casting) - *fee paid. John told the board that he has been in contact with DEP. Dave said that he had checked with the state and they did not think that anything from the state is needed for a small bullet casting business. Motion made by Dave that the application is complete and compliant. Second by Corey. Passed 4-0. Motion made by Dave to approve the application. Second by Katie. Passed 4-0.*
- c) MB3 LLC – renovations of rental space at the Millennium building for a new business. *Dave asked to revise the form and move the registry reference (agreed by the board). Somerset Pour House is the same business. Applicant is not present and the fee is not paid. Katie led the review of the application:*
- *Copies of the deed or rental agreement missing. Right title and interest not proven.*
  - *#2 not answered*
  - *#5 no tax map and lot information or zoning district*
  - *#6 – no list of abutting property owners*
  - *#7 – no cost estimate*
  - *#8- no construction schedule*
  - *Not applicable: 11 – 14, 17, 19, 20 - 23*
  - *#15 & 16 – ask the applicant if outside work is being done*
  - *#18 Dave suggested that getting the liquor license be a condition of the permit*
  - *#24 – Estimated quantity of hazardous material is 1 gallon. More information needed from the applicant.*
  - *#29 - answered “yes”. Applicants misunderstand the question. Diane will reword.*
  - *#34 – ask the applicant to clarify (will music be inside?)*
  - *#35 – there is outdoor lighting. Should be not applicable.*
  - *#37 – did not answer. Planning Board decision to not require screening in the front.*

- #39 – answered no. There is a residential building on one side. To be addressed at a public hearing.
- #41 – ask the applicant about the sign
- #45 – not applicable
- #46 – incomplete

*Discussion on procedures for this application. Dave explained that when the application is complete, a public hearing will be scheduled.*

*Corey suggested asking when they plan to start construction. He said they may have already started. The Planning Board members agree that construction has started without a permit (there is equipment at the location and Travis (CEO) has been out there to issue a plumbing permit). Dave will contact Travis.*

- d) Somerset Pour House – Special Amusement Permit Application – same applicant as above

**V. Announcements**

- a) Special Town Meeting – 9/13/2023 at 7 pm – Dave reviewed the warrant articles

**VI. Reports**

- a) Secretary’s Report (8/8/2023) – Correction: report date should be 8/22. Motion made by Dave to approve as written. Second. Passed 4-0.
- b) CEO Report - no report

**VII. Old Business** – Joel Greenwood of KVCOG has the ordinances to review along with Planning Board’s proposed changes

**VIII. New Business**

- a) LD2003 (new state law) – how it affects local zoning – Dave stated that the law seems to be set up to allow for more dense housing. Joel will cross reference the law with our ordinance to see if it complies.

**IX. Adjournment** – 6:44 p.m. - Motion made by Corey to adjourn. Second—Passed 4-0.

*Respectfully Submitted  
Diane White*

NEXT MEETING  
9/26/2023