

Palmyra Planning Board Public Hearing Meeting Minutes

Date: 10/10/2023

Public Hearing – MB3, LLC (Matt Brann) / Somerset Pour House – renovations of rental space at 416 Oxbow Road

Planning Board Members present: Chair Dave Leavitt, Vice Chair Corey Dow, Katie Burrill, Gary Beem, Michael LePage (alternate)

Select Board Members: Vondell Dunphy

Diane White, Secretary

Others Present: Gail Jones, Matt Brann (MB3), Dorothy Dyck (Apawsitive Place)

Called to order by Katie Burrill at 6:00 p.m.

- *Katie determined that there is a quorum present.*
- *The purpose of the public hearing is to review the Nonresidential Land Use Permit Application submitted by MB3, LLC for renovations of a building (for a new business) located at 416 Oxbow Road.*
- *Katie made a motion that the Palmyra Planning Board has jurisdiction to hold this public hearing based upon the Town of Palmyra Nonresidential Land Use Ordinance. Second by Dave. Passed 4-0.*
- *Katie made a motion that the applicant has the right to appear before the Planning Board since their application was approved as complete for the purpose of holding a public hearing at the meeting on September 26, 2023. Second. Passed 4-0.*
- *The applicant (Matt Brann) had no comments.*
- *No questions or comments from the Board or the public.*
- *Meeting closed at 6:01 p.m.*

Palmyra Planning Board Meeting Minutes

Date: 10/10/2023

I. Call to order and flag salute

The meeting was called to order by the Chair at 6:02 p.m. – flag salute

II. Roll call

Planning Board Members present: Chair Dave Leavitt, Vice Chair Corey Dow, Katie Burrill, Gary Beem, Michael LePage (alternate)

Select Board Members: Vondell Dunphy

Diane White, Secretary

Others Present: Gail Jones, Matt Brann (MB3), Dorothy Dyck (Apawsitive Place)

III. Correspondence

- a) *Maine Department of Economics & Community Development – re: Housing Opportunities- (Email from Joel Greenwood) (Attached) – He will check his progress and try to attend a future meeting.*
- b) *Email received from Tom Emery (attached) regarding Hometown Health Center project. Bids will be opened in January 2024 and construction is scheduled to begin in the spring of 2024.*

IV. Process Land Use Permit Application

- a) *MB3 LLC – renovations of rental space at the Millennium building for a new business. – Matt Brann left after the public hearing. He was asked (at a previous meeting) to bring in sketches of the sign (banner) he intends to put up. To be discussed after Apawsitive Place application.*
- b) *Somerset Pour House – Special Amusement Permit Application – to be discussed later.*
- c) *Apawsitive Place – new business in an existing building – Dave explained that the Board usually requires applicants to submit their applications 14 days prior to a meeting. This gives the board members time to review the applications. Ms. Dyck submitted her application today. He asked other members if they would like to review this. Members agree to review. Dorothy Dyck explained that she would like to open a pet store/supplies store and combine that with games and puzzles for people so they can have a place to hang out and play games. This will be located in an existing building on Main Street (Maine Drain). There would be no boarding or grooming. She will be open 3-4 days a week. She will be selling her own puppies. The puppies may stay overnight occasionally (not often).
Dave reviewed the application:
Since she is converting an existing building from one use to another, a permit is needed (#4).
 1. open – copy of the lease agreement needed. She will bring in a copy.
 2. unknown if a waiver is requested.
 3. name and address complete
 4. not applicable (no agent)
 5. open - Map and lot needed.
 6. open - List of abutters needed.
 7. cost estimate - \$500
 8. schedule of construction – 2023 Quarter 4
 9. project description – pet store, pet supplies, games. No boarding kennels or grooming.
 10. - 24. not applicable
 25. -28. complete
 29. change to “yes”. Disturbance of natural features will be minimized.
 30. – 34. complete*

35. *there is existing lighting.*

36. – 44. *complete*

45. *not applicable*

46. *complete*

Motion by Corey to accept the application as complete for the purpose of scheduling a public hearing with the exceptions of items 1, 5, and 6. Katie second. 4-0.

Public hearing scheduled for October 24th.

MB3, LLC continued - Matt Brann not present

Nonresidential Land Use Condition: bring in sign permit application and sketch.

Special Amusement Permits are done annually.

Condition put on Special Amusement Permit: get approval from the Select Board annually for a liquor license.

Permit documents (Special Amusement and Nonresidential Land Use) and Finding of Facts signed by the Board.

Discussion on streamlining the approval documentation process. Currently signing two sets – one for town records and one for the applicant. Change to one set to be signed—applicant will be sent a copy by email or mail.

V. Announcements - *none*

VI. Reports

a) Secretary's Report (9/26/2023) –*Motion made by Dave to approve as written. Second. Passed 4-0.*

b) CEO Report – *no report*

VII. Old Business - *none*

VIII. New Business - *none*

IX. Adjournment – 6:55 p.m. - *Motion made by Corey to adjourn. Second—Passed 4-0.*

Respectfully Submitted

Diane White

NEXT MEETING

10/24/2023