

# Palmyra Planning Board Meeting Minutes

Date: 11/14/2023

## 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 Corey Dow, Katie Burrill  
Michael LePage, Alternate*

*Select Board Members: Vondell Dunphy, Herbert Bates*

*Priscilla Jones, Administrative Assistant*

*Travis Gould – Code Enforcement Officer (CEO)*

*Diane White, Secretary*

*Others Present: Joel Greenwood (KVCOG)*

## III. Correspondence - none

## IV. Process Land Use Permit Application - none

## V. Announcements

a) Planning Board Training – Zoom Webinar 12/6 – *Katie will check on the cost and time.*

## VI. Reports

a) Secretary's Report (10/24/2023) – *Motion made by Corey to approve the Planning Board Public Hearing minutes as written. Second by Katie. Passed 3-0. Motion made by Corey to approve the Planning Board minutes as written. Second by Katie. Passed 3-0.*

### b) CEO Report

- *CEO has been corresponding with Adam Farkes (solar farm). They plan to replant the dead trees this fall. Travis (CEO) had sent an email about the annual water test. Dave said that the solar farm owes the town updated decommissioning costs.*
- *Building on Main Street formerly owned by Adam Domonski. There is a potential buyer for the property. Dave asked about the issue with the garage being on the neighbor's property. CEO suggested that the buildings come down. Katie asked about the septic/leach field. Travis said that permits would be needed if building.*
- *Complaints had been received about the pet store on Main Street (application approved at the October 24<sup>th</sup> meeting). State issue –complaints (treatment of the puppies) forwarded to the ACO. Another issue that involves the town: question on the nonresidential review regarding the requirement for state licenses was answered “not applicable”. There is a state license required to sell puppies. Dave asked Travis to check on this.*
- *Used car dealership on the Ell Hill Road – complaints about this being a junkyard. Travis had been there and took some pictures. He was told that the owner was recently in a bad accident. He explained the rules for how long a car can stay on the property. The tire pile is not allowed—this makes it a junkyard. Dave's suggested that pictures are taken every year to confirm how long some of the cars are there. Travis suggested that he be given more time (because of the circumstances).*
- *Campers. Travis said that there is no law regarding living in a camper. He does have to make sure that the residents are properly disposing of waste (septic system). Priscilla told the board that if a camper is not registered, the town can charge personal property tax. If registered, excise tax is paid. Katie talked to Al Tempesta (Newport CEO) and was told that Newport had no rules against this.*

## **VII. Old Business**

- a) Hometown Health Center – permit extension & letter of credit – *The Planning Board has approved of their preferred revised estimate. Dave stated that they have begun construction with the utility construction work done. Compaction and quality reports for the work done has not been received. Dave would like to see test reports.*
- b) LD2003 – Act to increase housing opportunities – *(Joel Greenwood of KVCOG joined the meeting)*  
*This is a state law allowing for more dense housing. State grants of up to \$10,000 have been offered to towns to revise ordinances (if necessary) to comply. Joel told the Board that the Palmyra Zoning Ordinance will not have to be revised to comply with this law. He asked that the town apply for the state grant (\$5,000) because the ordinance was reviewed for compliance. Dave told him that applying for the grant is something that the Select Board would decide. Priscilla said that the Select Board had asked for the Planning Board's opinion. Corey stated that if we solicited a review, it is a legitimate expense. ~~Other Planning Board members agree.~~ Priscilla asked for an invoice from KVCOG.*

*\*see correction 11/28/2023*

*Joel submitted suggested changes for two ordinances: Planning Board Ordinance and Zoning Ordinance. (attached)*

### Planning Board

- *Added an index*
- *A member of the Select Board acting as a member of the Planning Board is not allowed. No town employee should act as a member—this could be a conflict of interest. Herb had talked to MMA about this—frowned upon, but could be done. Agreed to take this out of the ordinance.*
- *Question about the possibility of cancelling a meeting if there is nothing to discuss. At least one meeting a month will be held (2<sup>nd</sup> Tuesday of the month).*
- *Amendments - Joel said that this would be ok to add in.*
- *Dave asked Joel to revise and bring color copies (10) to the next meeting.*
- *Early December – meet with the Select Board about the changes being included in the Town Meeting Warrant.*

### Zoning Ordinance

- *Dave said that they wanted a way to amend the Zoning Ordinance. On page 13.*
- *Index added*
- *Pg. 2 – KVCOG - Administrative changes.*
- *Pg. 4 - Agricultural/Residential District matrix:*
  - *Take out farming*
  - *Multiple-family dwellings – if a subdivision, falls under the Planning Board responsibility. Two or less buildings on a lot, CEO would process.*
  - *Joel suggested a definition page.*
  - *Joel suggested a land use table /matrix (with districts).*
  - *Only substantial changes would be voted on. For the public hearing, only substantial changes will be shown. CEO and Select Board should see all changes.*
- *Pg. 7 – Setbacks*
  - *Travis asked that the setbacks on private roads be looked at. Some lots on White's Pond Road don't have room to expand with the 75 feet set back (they have no place to build). Concerns about more development if the set back is changed. Travis suggested allowing more flexibility. Joel said that recourse may be to go the appeals board.*

- *Pg. 8 – Structure separations*
  - *Discussion on the reasons for structure separations. Is it necessary? Suggestion to delete section 6. Katie stated that this change would affect the chart on pg. 7. Suggestion to remove section 6 and the line from the table on pg. 7. To be discussed at the next meeting.*
- *Dave recapped:*
  - *At the next meeting—Joel will bring copies with revisions (green ink—voters don't need to see (administrative changes only), red for voters (substantial changes)).*
  - *Thoughts on discussion about setbacks.*

**VIII. New Business**

*Katie was asked to mention the new power line and what the town could do to prevent it from coming to Palmyra. Joel said that Windsor had asked him to develop a moratorium for high voltage transmission lines. Dave stated that the town did get a moratorium for the solar farm because it was an imminent project. If/when an application for a project like this is submitted, and is imminent, the town can vote on a moratorium. Another option would be to submit an ordinance for this (for voter approval). Residents should talk to the Select Board. Joel said you can't prohibit, but you can regulate.*

**IX. Adjournment – 8:00 p.m. - Motion made by Corey to adjourn. Second—Passed 4-0.**

*Respectfully Submitted  
Diane White*

NEXT MEETING  
11/28/2023

*\*correction 11/28/2023 (per Dave Leavitt) – VII. Old Business – b) LD2003 – State grant application  
Dave did not take a position. Katie and Michael agreed. No vote was taken.*