

# Palmyra Planning Board Meeting Minutes

Date: 5/12/2026

- 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 David Leavitt, Vice-Chair Corey Dow, Katie Burrill, Gail Jones, William MacLaren, Mike LePage (alternate)  
Diane White, Secretary  
Select Board Members: Ron Rowe, Herb Bates  
Others: Isaac Sargent*
  
- III. **Correspondence**
  
- IV. **Process Land Use Permit Application**
  - a) Sign permit for Hometown Health Center
    - *No resubmission*
    - *Gail suggested that the original application be changed so that Palmyra is spelled correctly.*
    - *Diane spoke with Drew—he said that there is no wall sign (only the ground sign is being installed).*
    - *Motion made by Gail that the application is complete and compliant (for ground sign only). Second by Dave. Passed unanimously.*
  - b) Mark Cummings – sawmill – status of tree growth requirement – *Property owner to work with the town regarding the tree growth issue. This will be something to watch for.*
  - c) Ancorum Credit Union – all conditions have been met
  
- V. **Announcements**
  
- VI. **Reports**
  - a) Secretary’s Report (4/28/2026) - *Motion made by Gail to accept as written—second by Katie. Passed unanimously.*
  - b) CEO Report – *Not present but he told Dave that the solar array will soon replace the fabric on the fence and the trees. The barricade on Fletcher Drive will be removed.*
  - c) Select Board Meeting Minutes - *submitted*
  
- VII. **Old Business**
  - a) Planning Board to do list – *remove 2b and 4b and add commercial checklist (match checklist to the application).*

- b) Updated Subdivision and Zoning Ordinances – *Bill M had sent them on April 15<sup>th</sup>. To be printed for the ordinance binders. Put on the website.*
- c) Grant for ordinance updates - *Bill M will review. He said that we have until July 2027 to use funds. The application is done online. He stated that changes would align with state policies. If we change the ordinance to comply, it may give us the ability to address some issues. Mike suggested getting some proposals. To be discussed at the next meeting.*
- d) *Discussion on presenting ordinance changes at town meeting. Travis suggested that entire document be presented with proposed revisions included.*
- e) Zoning map review – *Changes to be made include:*
  - *Change “Corinna” to “St. Albans”*
  - *Delete Select Board and Planning Board signature blocks.**4 full size copies, 4 11x17 copies and pdf requested.*

VIII. New Business

- a) *Gail said that she may want to get done or be an alternate when her term is up.*
- b) *Next meeting – vote for chair and vice-chair.*

IX. Adjournment

*7:00 pm – motion made by Bill M to adjourn. Second by Corey. Passed unanimously.*

*Respectfully Submitted  
Diane White*

NEXT MEETING 6/9/2026