

# Palmyra Planning Board Meeting Minutes

Date: 3/12/2024

## I. Call to order and flag salute

*The meeting was called to order by the Chair at 6:00 p.m.*

## II. Roll call

*Planning Board Members present: Chair David Leavitt, Vice Chair Corey Dow, Gary Beem, Katie Burrill  
Travis Gould, Code Enforcement Officer (CEO)*

*Diane White, Secretary*

*Select Board Members: Vondell Dunphy*

*Others Present: Dean Neal, Gail Jones, Pat White, Eli Beem*

## III. Correspondence – None

## IV. Process Land Use Permit Applications

*a) Shoreland Zoning Application for Dean and Lisa Neal – To replace a camp on White's Pond  
(Limited residential)*

- Travis said that the Board should review the application, find it complete and then schedule a site visit.*
- Site visit scheduled for March 26 at 5:30.*
- Diane will send Joel Greenwood of KVCOG an email with the time and location of the site visit.*
- Time of the meeting will be posted.*
- The applicant wants to replace the dilapidated camp that is on the lot and replace it.*
- Septic system and driveway is in place.*
- Dave reviewed: The camp is on a small lot, so if it is moved, it will still not meet the setback requirement (from the road or the water). Planning Board has the discretion to allow.*
- Dean applied for a State Permit by Rule. They responded that he needs a permit from the Planning Board first. He will resubmit the state permit. Travis advised the applicant that they need both State Permit by Rule and Town permit for construction in Shoreland Zoning. Palmyra's ordinance has no mention of this requirement. Planning Board to investigate for future reviews.*
- Dave questioned if a state permit is needed.*
- Joel of KVCOG does not know of this requirement. Dave will talk to the person from the state that sent the letter.*
- The original camp was built in 1974 and there is no record of renovations.*
- Dean said that you can tell that renovations were made by looking at the inside—he believes that the camp was extended over 50%.*
- He would like to incorporate the square footage of the existing outhouse onto the new camp.*
- He would like to start demolition as soon as possible. Travis would not recommend starting the demolition until he gets the permits.*
- Discussion about increasing the floor area. 30% is what is allowed per the ordinance.*
- Review of the Shoreland Zoning Ordinance.*

- *New camp roof peak at approximately 20 ft. Palmyra Shoreland Zoning allows a maximum of 30 ft. Applicant only wants approximately 20 ft. Travis said state ordinance sets maximum roof peak height as a function of distance from water's edge. Planning Board to investigate for future reviews.*
- *Towns Shoreland Zoning Ordinance has not been updated to state standards in years.*

*Motion made by Corey that the application is complete. Passed 4-0.*

*Travis said that he will meet with Dean about the height of the camp.*

**V. Announcement - None**

**VI. Reports**

- a) Secretary's Report (2/27/2024) - *Motion made by Corey to accept the minutes as written—second by Katie. Approved 3-0.*
- b) CEO Report
  - *A plumbing permit was issued for the golf course.*
  - *Travis checked with Rick's Auto and he has moved 5 -7 cars.*
  - *Rick was not there, so he did not speak with him.*
  - *Adam (BD Solar) said that the fence will be fixed by the end of the month and the dead trees replaced by June.*
  - *No new information from DEP about the tire situation in the village.*

**VII. Old Business**

- a) Revisions to the Planning Board Meeting – *Suggestion made by Billy Boulier at town meeting to change wording to be gender neutral. Diane will make changes and bring copies to the next meeting. KVCOG suggested revisions - Zoning Ordinances – no discussion*
- b) Need for high voltage power line ordinance – *Joel Greenwood (KVCOG) did send information on the language. To be discussed when Joel is present.*

**VIII. New Business - none**

**IX. Adjournment – 6:56 p.m. - Motion made by Corey to adjourn. Second by Gary—Passed 4-0.**

*Respectfully Submitted  
Diane White*

NEXT MEETING  
3/26/2024