

Palmyra Planning Board Meeting Minutes

Date: 9/10/2024

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, Alternate member Gail Jones (voting member due to lack of quorum), Michael LePage (Alternate)

Select Board members: Vondell Dunphy, Herbert Bates

Travis Gould, CEO

Joel Greenwood Kennebec Valley Council of Governments (KVCOG)

Diane White, Secretary

Others present: Hattie and Charlie Spaulding, Greg Lovley, Alan Perry (Surveyor for Greg Lovley)

III. **Correspondence**

Dave received an email from Mark Parlin (DOT) regarding plans for a rotary (at the triangle) and a new Dysart Truck Stop near the interstate. There will be a virtual meeting held on September 19th. Meeting is by invitation. Dave will not be able to attend—Corey may be able to attend.

IV. **Process Land Use Permit Application**

a) Greg Lovley – Subdivision pre-application questions – *Questions from Mr. Lovley:*

- *Is a separate application needed for a commercial development? Alan explained that some development will be commercial (Main Street) and some (on the Gray Road) will be residential. Dave explained that the first step is to complete the subdivision process then apply for the commercial and residential development. Commercial goes to the Planning Board for review; residential applications go to Travis (CEO).*
- *Is a PERC test required? Travis told him that it is.*
- *Are there restrictions on tiny homes? He said that fewer restrictions on tiny homes may benefit the town since it is mostly older people who stay here in the summer.*
- *Dave explained that funds for additional studies and inspection reports (for the roads) may be required.*
- *Mr. Lovley was given a subdivision application along with the subdivision process and checklist.*

V. **Announcements** - none

VI. **Reports**

a) Secretary's Report (8/13/2024) – *Motion by Corey and second by Gail to approve. Passed 3-0.*

b) CEO Report

- *Travis stated that he has approved 17 building permits this year (7 for new houses) and 25 plumbing permits.*
- *Ricks of Rick's Auto (Ell Hill Auto Repair) has been cleaning up.*

- *Andre Poulin will get a building permit for the building in the subdivision (not on the original plan) and change the underground electric to above ground.*
- *There may be another subdivision application coming in. Discussion about the state allowance to allow splits without a subdivision approval if the mother lot is more than 40 acres. Joel suggest going with what was adopted by the town. Town did not opt in for this exemption. Travis agrees that the 40 acres should count as a lot.*
- *Jim Spraggins may submit an application for more storage units.*

Dave asked Joel if he could attend meetings when subdivisions and some commercial applications will be reviewed. Dave asked Joel to let him know if more funds are needed for his time.

VII. Old Business

- Zoning Ordinance proposed revisions – Reviewed page 16 through definitions. The article on pole permits may be moved to another section. No major changes—most changes made are for clarity. The matrix was redesigned to be user friendly clarity. Travis stated that there is no definition for private right-of-way. Joel agreed to attend a public hearing and the town meeting (if the Zoning Ordinance will be on the warrant). Travis and Planning Board members will review the ordinance. Dave asked Joel to attend the next meeting (September 24th).*
- Ell Hill Junkyard/auto repair – discussed earlier*
- Trees at the Solar Array – New trees on the ground—not yet planted.*
- Questions for Joel*
 - Are permits transferrable – If the terms remain the same, permit are transferrable. Response based on Joel’s understanding. He will check this.*
 - Departures from the original plan – This is at the discretion of the CEO. He would consider the change to above ground electric to be a significant change, and the plan should be resubmitted. Joel will check on written procedures that the state may have.*
 - Deadline for completion – Travis said that this would be hard to enforce. The ordinance states that permits are valid for two years and you must begin in six months.*
 - Setbacks in subdivisions – Dave explained that during the review of another subdivision application, the setbacks were discussed. A vote was taken and the majority of the Board felt that this is more of a driveway, so setbacks were not enforced. Travis and Joel agree that the roads in subdivisions are roads. Dave said that on page 16 in the subdivision ordinance, it states that the front setback is 50 feet.*

VIII. New Business - none

IX. Adjournment – 7:30 Motion made by Corey and second by Gail to adjourn.

*Respectfully Submitted
Diane White*

NEXT MEETING – 9/24/2024