

Palmyra Planning Board Meeting Minutes

Date: 10/08/2024

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, Katie Burrill, Michael LePage (voting member due to lack of quorum)

Select Board members: Vondell Dunphy, Herbert Bates

Travis Gould, Code Enforcement Officer (CEO)

Diane White, Secretary

Others present: Colin Quinn (applicant), Hattie and Charlie Spaulding

III. **Correspondence** – *Dave had talked to Corey Dow—he could not be here tonight. Corey did attend a ZOOM meeting (on Dave’s behalf) about the construction of a rotary and a new business that may be put in within the next few years near the interstate (Dysart’s).*

IV. **Process Land Use Permit Application**

a) **Subdivision Application** – Colin Quinn

Mr. Quinn presented his plan. He plans to subdivide his property (Gee Road) into four lots. He will keep the larger lot and the other three may be sold. There will be two 6+ acre lots and one 4+acre lot. Soil tests have been done and the lots passed the PERC test. The name of the subdivision will be Palmyra Heights. There will be no future divisions. Conditions will be: no mobile homes, no junk vehicles, wastewater and wells will be private, and owners will be responsible for trash removal.

Dave reviewed the checklist:

#32 – Katie asked who is responsible for enforcing long-term maintenance of the subdivision (landscaping, common space, etc.). Travis explained that the town cannot enforce the rules of the subdivision; we can only enforce state and town laws.

#61 – Mr. Quinn was asked to bring in copies of site suitability for town records (test pits results).

#68 – Travis asked for a letter stating that the proposed subdivision is not located in a wildlife habitat or a deer wintering area.

Travis requested that setback lines be added to the plan (25’ from sides and 75” from center of the road).

Mike asked that the revisions numbers and dates be added to the updated drawings.

Complete: 1-4, 12-15, 19, 20, 23, 26, 35-38, 42, 63,

Incomplete: 61, 66, and 68

All others: Not Applicable

Motion by Dave – the application is incomplete based on the following:

- Soil test documents needed*
- Letter stating subdivision is not is a wildlife/deer wintering area*
- Add setbacks on the plan*
- Add revision numbers and dates to the plan*

Travis suggested stronger wording in the conditions on the plan if it is the applicant's intent that there be no more divisions of the lots.

Application to be discussed at the next meeting (October 22) to review missing information. The public hearing will be held on November 12th.

V. Announcements - none

VI. Reports

a) Secretary's Report (10/8/2024) – *Motion made by Katie and second by Mike to approve. Passed 3-0.*

b) CEO Report

- *24 building permits issued, 27 plumbing permit issued.*
- *Business on the Dogtown Road (office). Travis gave him a nonresidential application to complete.*
- *Approved an application for Eli Hostetler to build a 45 x 80 shed.*
- *Some plumbing inspections for Hometown Health Center have been done.*
- *Discussion on the dead trees at the solar array. Dave said that it looks like they took out some dead trees and did not replace (near the Smith Road). Katie questioned the height of the trees (are they tall enough). Dave said by next year, they will probably be tall enough to comply with the conditions of the permit.*

VII. Old Business

a) Zoning Ordinance proposed revisions – *Joel Greenwood (KVCOG) is still working on this. He will be asked to attend the next meeting.*

a) New Business - *Katie asked if the town had a fireworks ordinance. The town does not— residents must comply with the state ordinance. She had an issue with neighbors setting off fireworks and scaring her livestock.*

VIII. Adjournment – 7:27 p.m. Motion to adjourn - passed 3-0.

*Respectfully Submitted
Diane White*

NEXT MEETING – 10/22/2024