

Palmyra Planning Board Meeting Minutes

Date: 4/9/2024

I. Call to order and flag salute

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

II. Roll call

Planning Board Members present: Chair David Leavitt, Katie Burrill, Michael LePage (joined as a regular member to form a quorum)

Select Board members: Vondell Dunphy and Herbert Bates

Diane White, Secretary

Others Present: Hannah and Micah Russell, Gail Jones, Hattie and Charlie Spaulding

III. Correspondence

Dave stated that there is email correspondence with the town lawyer regarding questions about shoreland zoning. There are also copies of emails started by Laurie Wilber and Dave with MMA Legal. Dave said that in some cases the state ordinance supersedes the town's ordinance (without a vote from citizens) in other cases a vote of the citizens is required. To be discussed when Joel Greenwood (KVCOG) and Travis Gould (CEO) are present. (Emails attached)

IV. Process Land Use Permit Applications

- a) Hannah Russell – renting a space at 1422 Main Street for wholesale baking (Map 5, Lot 26)

Hannah explained that she has been looking for a new space to bake for her wholesale business. She plans to rent part of the building located at 1422 Main Street. She does have a lease agreement.

Dave led the review for completeness of the application.

Reasons for the application: This is a conversion of an existing nonresidential building from one use to another use.

- *Review of the application questions (1-24):*
 - *A copy of the lease was provided.*
 - *Name and addresses of abutting landowners provided. Dave explained that they will be sent a letter to notify them of a public hearing.*
 - *Construction schedule: She wants to begin in month or two.*
 - *State permits have been obtained.*

Motion made by Katie that the application is complete—second by Michael. Passed 3-0.

Dave explained that a public hearing will be scheduled for the next meeting (4/23).

Notices to abutters will be sent. If everything goes well, Finding of Facts and permit will be signed after the public hearing.

- *Reviewed for compliance with the ordinance (25-46):*
 - (#35) *Question about outside lights. Answered “no”. Hannah said that there will be no traffic except for an occasional baking class. Dave suggested that lights may be needed for classes held after dark. Katie said that she has seen lights. To be confirmed.*
 - (#37) *Vegetative screening - answered “no”. Katie said that there is some vegetative screening. Change to “yes”.*
 - (#39) *Since this is an existing building and the vegetative screening is there, this conforms.*
 - (#41) *She does not plan to put up a sign. If she decides to do this, she will come back.*

Public hearing scheduled for the next meeting (April 23rd) at 6:00. This will be posted in the Rolling Thunder and notices will be sent to the abutters.

Findings of Facts and permit will be signed at the next meeting (April 23rd).

Hannah handed out cookies that she had made.

V. Announcements - *Travis (CEO) had called Dave to tell him he will not attend the meeting if he was not needed. He told Dave to call if there were any issues.*

VI. Reports

- a) *Secretary’s Report (3/26/2024) - Motion made by Michael to accept the minutes as written—second by Katie. Accepted 3-0.*
- b) *CEO Report – Dave said that Travis is still working on the tire situation and is working on the solar farm issues.*

VII. Old Business

- a) *Revisions to the Planning Board Ordinance – The revised ordinance was approved by the Planning Board. Remove from the agenda and post on the town website.*
- b) *KVCOG suggested revisions - Zoning Ordinances – Dave said that we have a full agenda at the next meeting, so this will not be discussed until the first meeting in May. Diane will contact Joel Greenwood of KVCOG to let him know.*

VIII. New Business

- a) *Lawyer’s response to questions (Permit By Rule/Shoreland Zoning) – discussed earlier.*

IX. Adjournment – 6:26 p.m. - *Motion made by Michael to adjourn. Passed 3-0.*

*Respectfully Submitted
Diane White*

NEXT MEETING
4/23/2024