

Palmyra Planning Board Meeting Minutes –

Date: 6/10/2025

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, Michael LePage (alternate)

Travis Gould, Code Enforcement Officer (CEO)

Charlie Fields, Brian Barrows

Priscilla Jones, Administrative Assistant

Aimee Young (Plymouth Engineering), Andre Poulin Terry Poulin

Others present: Ron Rowe, Roxanne Rowe, Pat White, Lori Merrow, Kirtas Jandreau

III. Correspondence –

- a)** Email to Jessica Cobb KVCOG requesting definition of services we pay for with annual dues
- b)** Asked for rate sheet for additional services

IV. Process Land Use Permit Application

- a)** Application fee, current plan is for 9 duplexes @ \$100 each plus an additional \$100. \$1,000 total
Dave asked for fee to be paid at this meeting. Andre did not disagree with fee but would like to have fee reduced if less buildings are constructed. Mike, Katie and Corey support reducing fee if less buildings are allowed on the property. Dave and Gail asked for fee to remain at \$1,000.
Dave made motion to charge \$1,000 and reduce fee later if less buildings are permitted. Katie seconded. 3-2 in favor of reduced fee if less buildings are permitted. Mr Poulin turned over a check for the application fee for \$1,000 made out to the town of Palmyra to Priscilla
- b)** Amy asked for clarification about the discussion at selectboard meeting related to this project.
Dave reiterated the discussion and the advice previously given by the town's attorney. Priscilla said that the change to the ordinance to allow shared septic systems could be on the July 16 special town meeting. Priscilla suggested that the changes to the land use ordinance should be at the regular town meeting
- c)** The planning board supports changing the ordinance to allow shared septic's by removing the sentence that says "shared septic systems are not allowed" as they are allowed by the state
- d)** Dave made a motion to recommend to the select board that the planning board unanimously supports changing the ordinance to allow shared septic systems where applicable. Gail second, 5-0 All in favor
- e)** Dave asked for the language to be added to the subdivision ordinance to allow CEO to handle subdivision permits in the event the planning board is not able. Travis would prefer subdivisions remain under the review of the planning board. Dave made a motion for this change to add redundancy. Motion failed
- f)** Dave asked for clarification of exactly how many acres of land the Poulin development contains.
- g)** Andrey asked what needs to be provided in the in the hydrologists report. Dave asked for the report to be updated to reflect the current quantity of bedrooms, current date, hydrologists certification, current well yields. Andre stated that the initial report is for 24 bedrooms if only 4 more duplexes are added, he will be under that number of bedrooms. Mike and Katie suggested a new report is necessary, Gail, Dave and Corey agree.

- h) Dave asked if one flow test was on the wells or multiple tests. Andre said 1 test was done. 1 well was fracked

Kirtas Jandreau – used car business

Updated application provided at this meeting

Dave confirmed that Kirtas Jandreau filled out application

1. *A copy of the agreement has been included but needs to have a date added*
2. *Complete*
3. *Complete*
4. *N/A*
5. *Not complete - need to include map and lot number for both locations*
6. *Complete*
7. *Complete - Cost estimate is \$1,000 for gravel (paid by landlord)*
8. *Complete - Schedule – waiting for state approval. About 1 month to start and finish fall 2025*
9. *Discussion about how many unregistered vehicles will be at each location*
 - a. *Revise application to say no more than 2 unregistered cars will be at Madawaska Road location*
10. *Motor oil to be stored at his home until taken to Ricks Auto. Answer changed to yes.*

Complete

Travis asked if he should complete another application since some of the business (repairs and maintenance) will be done at his home on the Madawaska Road. After discussion it was decided that one application can cover both locations.
11. *Complete – on file*
12. *Complete.*
13. *Complete*
14. *Complete – on file*
15. *Not complete - Error on the plan. Correction to be made. Dave asked that he show the silt fence to be installed for the gravel work. Include sign information and dimensions.*
16. *Not complete – add underlayment, type and thickness of gravel*
17. *Complete, no public bathrooms*
18. *Not complete – state and federal permits – Kirtas explained that the state told him to meet with the planning board before applying for state permits. Permit will be issued with condition that Maine State permit to be provided to the town once obtained.*
19. *Not complete – erosion control*
20. *N/A*
21. *N/A*
22. *N/A*
23. *Complete*
24. *Complete, once 16 quart container is full, it will be taken to Ricks Auto for recycling.*
25. *Complete*
26. *Complete*
27. *Not complete pending public hearing to see if any abutters ask for screening*
28. *Complete*
29. *Complete*
30. *Complete*
31. – 34. *Not applicable*
35. *Complete*

- 36. Complete
- 37. Open – vegetative screening to be addressed on the new plan for Madawaska Road.
- 38. N/A
- 39. Complete
- 40. Complete
- 41. Open – information on the sign needed.
- 42 & 43 Complete
- 44 Complete
- 45. N/A
- 46. change answer to NO

Resubmission required prior to setting date for public hearing.

a) Resubmission was requested to be given to the town 2 weeks prior to the next planning board meeting to be on the agenda. Kirtans and Pat agreed.

V. Announcements

VI. Reports

- a) Secretary's Report (5/27/2025)–*Motion made by Corey to accept as written and seconded by Gail. Passed 4-0.*
- b) Select Board Meeting Minutes (4/23/2025) - *submitted*

VII. Old Business

- a) Zoning Ordinance revisions review
- b) Cluster Housing – *to be addressed with changes discussed earlier/*
- c) Back lots/Flag lots – road frontage requirement – *according to the ordinance, these are not allowed.*

VIII. New Business

- a) add planning board to do list

IX. Adjournment -*Motion to adjourn made 8:06 p.m. all in favor*

Respectfully Submitted

Corey Dow

NEXT MEETING – 6/10/2025