Palmyra Planning Board
Meeting Minutes
Date: 10/14/2025

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, Kathryn Burrill, Gail Jones, Bill MacLaren, Alternates Michael LePage and Bill Freudenberger
Diane White, Secretary
Others present: Rob St. Lewis (Hammond Lumber) and Dale Landrith (Adventure Advertising)
Ronald and Lorna Rowe joined at 6:15

III. Correspondence - *none*

IV. Process Land Use Permit Application

a) Hammond Lumber sign application
Review led by Gail
- *Existing Ware Butler sign (9 x 54) to be replaced with a Hammond Lumber sign (9 x 28). The size of the sign is compliant.*
- *Sign projection – the ordinance allows for 6" projection. The proposed sign has a 9" projection. Mr. Landrith explained that more projection is needed because the new lights need to be 8" deep to make sure that the light can disperse evenly. Dave said that the board has some flexibility.*
- *The size of the entire wall (where the sign will be placed) is 210' x 20' (4200 sf). Application states 16 x 55 (only included the area where the sign will be placed). Corey suggested changing this information on the application. Changes made to show the correct information.*
- *Motion made by Gail to accept as complete and compliant. Second by Corey. Motion passed unanimously.*
- *Diane will email the permit to Dale Landrith tomorrow.*

V. Announcements

a) Planning Board and Board of Appeals MMA Zoom Webinar or In-Person – 10/28 – *no members will attend.*

VI. Reports

a) Secretary's Report (9/23) – *Gail made a motion to accept as written—second by Dave. Passed with 3 votes in favor.*
b) CEO Report – *not present. Dave had talked to Travis. He approved a septic system at the store (Palmyra Country Store). The owners plan to reopen. The solar farm has new owners and Travis is working with them on the violations.*
c) Select Board Meeting Minutes – *submitted.*

VII. Old Business

a) Zoning Ordinance revisions review

Bill M explained that he had looked over the zoning and subdivision ordinance and has some suggestions. He will have a draft ready for the next meeting.

b) Planning Board to do list (attached)

- *Remove Jandreau—he will not be submitting an application*

c) After the fact permit fine

Dave handed out a matrix (attached). He explained that the matrix shows two options and the current fees. Option 1 is slightly more than the current fees and option 2 would be a major deterrent.

Dave noted that, according to the revisions listed on the last page of the zoning ordinance, a change was made in June 2017 to remove any fees in the zoning ordinance and put fees in a separate fee schedule. Diane will research.

More discussion on after the fact permits (differing opinions). How would this apply to subdivision applications?

Corey suggested that at some point, occupancy permits should be considered. Right now there is no mechanism to enforce the ordinances.

VIII. New Business

Meet the candidates night held tomorrow night.

IX. Adjournment – *7:05 p.m. –Corey made motion to adjourn, Bill M second. All in Favor*

Respectfully Submitted
Diane White

NEXT MEETING – 10/28/2025