

# Palmyra Planning Board Meeting Minutes

Date: 8/11/2026

- 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, Bill MacLaren, Bill Freudenberger, alternate Mike LePage  
Diane White, Planning Board Secretary  
Select Board Member Herbert Bates, Ron Rowe*
- III. **Correspondence**
  - a) MMA ZOOM Meeting – re: Ordinance Enactment – August 18<sup>th</sup>
  - b) *Bill F asked if training is required for Planning Board Members—LD1829 mentions required land use training. Dave mentioned training that he had attended (a couple of years ago) that was held by the Detroit Code Enforcement Officer.*
  - c) *Scott King and Herbert Bates attended an open house for Ancorum Credit Union (in Walmart). Credit Union representatives were very impressed by how the Planning Board handled the process. Herb said that there were lots of compliments and he was told that the Planning Board helped them every way they could to get the application approved.*
- IV. **Process Land Use Permit Application** – *Traffic study for the proposed Dysart’s has been received (email) and forwarded to members of the Planning Board.*
- V. **Announcements**
  - a) MMA ZOOM Meeting – re: Ordinance Enactment – August 18<sup>th</sup> – *discussed earlier*
- VI. **Reports**
  - a) *Secretary’s Report (7/28/2026) - Motion made to accept as written by Bill M—second by Bill F. Three members approved and one abstained (Katie was not present at the last meeting). Passed.*
  - b) *CEO Report - not present  
The solar farm is struggling with the trees. Katie said that they are not watering them and they have only planted one row.*
  - c) *Select Board Meeting Minutes – submitted*
- VII. **Old Business**
  - a) *Planning Board to do list  
Add “mandatory training for the Planning Board?” Dave wants to follow up.*
  - b) *Home Business description clarification (as it relates to farming) - Dave suggested that the language for home business be clarified instead of rewritten. He submitted proposed language (attached). Language to be based on food sovereignty ordinances and Right to Farm laws. Katie said that even with our food sovereignty ordinance, some things require a state permit to sell. Bill M said that definitions needed for agricultural buildings. Example: If your milking cows, that is part of the agricultural process; if you’re making cheese—that is processing and would need a permit.*

*They will continue to use judgement and common sense for now. Further discussion may be needed.*

- c) *Nonresidential checklist – Added references and sorted according to the application. To be discussed at the next meeting.*
- d) *Walmart renovations and expansion estimate – Estimate has been received and distributed to the board. (attached)*

VIII. New Business

- a) *Bill M suggested that the fee for renovations be less than building. This would be an incentive to keep and update buildings. The Select Board makes the decision regarding fees, but the Planning Board makes recommendations.  
Dave asked Bill M if he will look at this and ask other towns what they do for fees.*
- b) *Bill F said that he has noticed permits displayed at building sites (in other towns). If this were a requirement, there would not be any question about whether or not a permit had been issued. Diane will look for the document Bill Boulier had created. Dave will call Bill.*

IX. Adjournment

*6:46 pm – motion made by Bill M to adjourn and second by Katie. Passed unanimously.*

*Respectfully Submitted  
Diane White*

NEXT MEETING 8/25/2026