

Planning Board Meeting Minutes

March 5, 2024

6:30 PM

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Chairman Scott C. Burns called the meeting to order at 6:34 PM.

Members Present: Scott Burns – Chairman, Tim O’Neil, Alan Theodhor, and Joyce McGee – Secretary

Members Absent: Frank Lombardi, Shawn White – Selectmen’s Rep and Steve LaRoza – Alternate

Minutes: A motion was made by Tim O’Neil to approve the February 13, 2024 meeting minutes as written, seconded by Alan Theodhor. All in favor, motion carries. **APPROVED**

Other Business:

Septic Design(s): Schmeller, Walter – 84 Hildreth Road, Tax Map 206 Lot 007: Septic Design for a 2-bedroom house, 300 gpd. Approval was given on 2/22/24 by Chairman Burns. **APPROVED**

RV Permit(s): Coley, Michelle & Higgins, John – 254 Jefferson Road, Tax Map 226 Lot 077: RV 180 day use from 5/1/24-11/1/24; 2020 Grand Design Solitude; onsite septic and Town water. A motion was made by Alan Theodhor to approve the RV Permit as submitted, seconded by Tim O’Neil. All in favor, motion carries. **APPROVED**

Development Permit(s): Hunt, Corey & Amanda – 45 Elm Street, Tax Map 102 Lot 063: To renovate apartment, gutting out downstairs which includes adding a window and remodeling kitchen. Does Fire Chief inspection need to be done? Yes, Board will put as a condition and let the Fire Chief know. A motion was made by Tim O’Neil to approve the Development Application as submitted with the condition that the Fire Chief does an inspection, seconded by Alan Theodhor. All in favor, motion carries. **APPROVED WITH CONDITIONS**

Mullins, Jessica & Mather, James – 128 Hildreth Road, Tax Map 206 Lot 004: To construct a 3-sided wood shed, 16’x10’. A motion was made by Tim O’Neil to approve the Development Application as submitted, seconded by Alan Theodhor. All in favor, motion carries. **APPROVED**

Woodburn Family Home LLC – 30 King Square, Tax Map 103 Lot 050: To reconfigure first floor area into an additional one-bedroom unit; upgrade commercial kitchen and add a bathroom (see application for more in depth description). The Board agreed that the Fire Chief needs to do an inspection before renting out. A motion was made by Tim O’Neil to approve the Development Application as submitted with the condition that the Fire Chief does inspection to make sure fire safety codes have been met before renting out, seconded by Alan Theodhor. All in favor, motion carries. **APPROVED WITH CONDITIONS**

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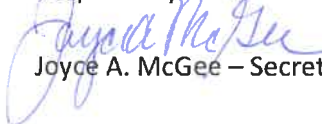
S&S Property, LLC – 38 Brown Street, Tax Map 103 Lot 101: To construct a 24'x52' ranch style 3-bedroom, 2-bath home with drive-in 2 car garage within foundation. Meets setbacks of 10', using existing driveway, has Town Water/Sewer. The Board went over the Single Family/Absolute Criteria: Downward exterior lighting as a condition. **A motion was made by Alan Theodhor to approve the Development Application as submitted with the condition that exterior lighting be downward, seconded by Tim O'Neil. All in favor, motion carries. APPROVED WITH CONDITIONS**


Correspondence:

- **2024 Spring Planning & Zoning Conference:** May 11, 2024 online sessions

A motion was made by Alan Theodhor to adjourn the meeting at 7:16 PM, seconded by Tim O'Neil. All in favor, meeting adjourned.

Respectfully submitted by:


Joyce A. McGee – Secretary


Scott C. Burns - Chairman

Joyce McGee

From: NH Office of Planning and Development <planning@livefree.nh.gov>
Sent: Tuesday, March 5, 2024 12:06 PM
To: Joyce McGee
Subject: Save the Date: Spring 2024 Planning and Zoning Conference



New Hampshire Department of
**BUSINESS AND
ECONOMIC AFFAIRS**

Office of Planning and Development



Save the Date: Spring 2024 Planning and Zoning Conference

Save the date for the **NH Office of Planning and Development's Spring 2024 Planning and Zoning Conference**.

- **When:** Saturday, **May 11 from 8:45 AM to 3:30 PM**
- **Where:** Online (each session will be recorded and available after the conference)
- **Cost:** Free
- **Registration Opens:** April 1

Please note that this year's conference will be held virtually, over one full Saturday. There will be three tracks including: Planning Board, Zoning Board of Adjustment, Historic Preservation & Housing.

More details, including a tentative agenda, will be available soon on our [conference's web page](#).

We look forward to seeing you then!
NH Office of Planning and Development