

Minutes  
Planning Board Meeting  
September 1, 2015  
6:30 PM  
Page 1 of 3

**Members Present:** Mark Lufkin - Selectman, Everett Kennedy, Scott Burns - Chairman, Frank Lombardi, Joyce McGee - Secretary and Alan Theodhor.

**Absent:** John Tholl Jr. (Arrived late)

Chairman Burns called the meeting to order at 6:31 PM.

Chairman Burns appointed alternate Alan Theodhor as a voting member in the absence of John Tholl Jr.

**Public Present:** Mr. & Mrs. Richard Roy and Richard Beattie.

**Mr. & Mrs. Richard Roy, 94 Crane Road – Tax Map 240 Lot 018:** Convert existing barn into a studio. A letter had been sent to the Roy's regarding a rental unit on said property. Mr. Roy stated that they had advertised the studio as a rental unit online trying to recoup some of the monies put into the unit. Never did rent it as they changed their minds after hearing some stories of renting and the letter from the Town stating it would be a change of use. Now it is solely for family members. The 1000 gallon septic tank was replaced with a 1250 gallon tank (see letter attached to permit). Mark asked if the abutters should be notified, rest of the Board felt not. Board had no issues. **A motion was made by Everett Kennedy to approve the permit with the conditions that the studio would not be a rental unit and was to be used for family members only, seconded by Frank Lombardi. John Tholl Jr. recused himself as he came in late. All in favor, motion carries. APPROVED.**

John Tholl Jr. arrived.

**Richard Beattie regarding conditions setforth for a Change of Use for Craig Beane, 446 Lancaster Road – Tax Map 217 Lot 008:** Mr. Beattie was wondering about a fence that was supposed to be put up between his property and Mr. Beane's. Mark thought the fence was to be put up when the new building was built. All other board members felt it was part of the change in use application for the business. Upon looking through the file the fence was a condition of the Change of Use. The approval was given 10/8/13, two years ago and no fence. A letter was sent by the Planning Board in August of 2014 asking Mr. Beane to comply with the condition by 12/31/14. No response to the letter. Board would like another letter sent requesting that he come to the September 8, 2015 meeting. Frank read the section regarding Enforcement in the Comprehensive Development Guide. Joyce will send a letter requesting Mr. Beane's presence at the next meeting.

Minutes  
Planning Board Meeting  
September 1, 2015  
6:30 PM  
Page 2 of 3

**Minutes:** A motion was made by John Tholl Jr. to accept the minutes of August 11, 2105 as written, seconded by Mark Lufkin. All in favor, motion carries.

**Development Permit(s):**

**Mark Lufkin, 90 Union Street – Tax Map 231-020:** Mark Lufkin recused himself as the permit is for him. He is looking to place a 28' x 52' Manufactured Home on said lot. All setbacks have been met. **A motion was made by Frank Lombardi to accept the permit as submitted, seconded by John Tholl Jr. All in favor, motion carries. APPROVED**

**Jamie Gooden, 22 Holiday Acres Road – Tax Map 241 Lot 084:** To construct a 28' x 40' three bay garage, a 16' x 24' addition to existing home for a family room and a 16' x 24' wrap around covered deck on addition. Mark Lufkin and Everett Kennedy recused themselves. All setbacks have been met. **A motion was made by Alan Theodhor to accept the permit as submitted, seconded by John Tholl Jr. All in favor, motion carries. APPROVED**

**Richard Harris, 249 Hall Road – Tax Map 218 Lot 053:** – To place a 2016 Colony 14'x 76' mobile home with deck and carport on said 249 Hall Road. **APPROVED**

**Richard Harris, 21 Serenity Drive – Tax Map 218 Lot 054:** To place a 2015 Colony 14' x 76' mobile home with deck on said 21 Serenity Drive. The Board looked over a site map dated August 2014 of the trailer park and could not find said location. Board would like Joyce to contact Mr. Harris to have him show where the trailer is going. **PENDING**

**Douglas Lyon, Applicant Diane Lyon, 274 Jefferson Road – Tax Map 226 Lot 063:** To remove an existing 8' x 6' porch w/ ramp and replacing with a 18' x 8' partially covered deck with stairs; remodel entire 1<sup>st</sup> floor; renovate existing front porch, same footprint. Conditions: 25' setbacks all sides and asbestos removal brochure given. **Joyce had approved this on August 19, 2015.**

**Jerome and Wanda McGee, 18 Whispering Pines Drive – Tax Map 219 Lot 018:** To construct a new 26' x 56' modular home and a 32' x 40' garage. This permit has been pending as waiting for State approval on septic. Received Approval for Operation on Sewage Disposal System. Conditions: Need a Private Road Agreement signed. **APPROVED**

Minutes  
Planning Board Meeting  
September 1, 2015  
6:30 PM  
Page 3 of 3

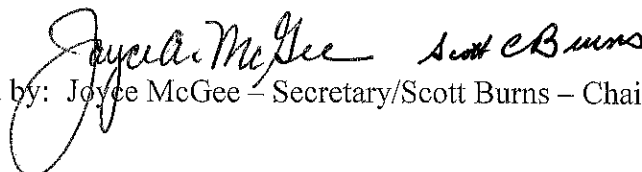
**Sara Dunn and Shane Morton, 8 Hazen Road – Tax Map 226 Lot 058:** Withdrawing Development Permit #2014-019. Would like to place a 28' x 68' 1995 manufactured home on said lot. Board would like a new drawing showing where it is going to be located and a letter from septic designer stating that State is okay with the new building size. Joyce will contact Sara. **PENDING**

**Correspondence:**

- Frank Lombardi asked the Planning Board if they would send a letter to the Site Evaluation Committee regarding putting the Northern Pass underground in Whitefield. Scott Burns felt it was up to the Selectmen to write a letter. Frank stated that something from the Planning Board would be good too. This is for the State not Federal Committee. Board directed Frank Lombardi to draft a letter stating the Master Plan. Frank will e-mail draft to Joyce for her to put on letterhead. An abutter to the project can be an intervener but that is up to Selectmen.
- North Country Council is having an Open House at new location of 262 Cottage Street, Littleton - September 11<sup>th</sup> from 12:00 – 3:00 PM; Also North Country Council annual dinner will be held October 15<sup>th</sup> @ Mt. View Grand Hotel from 4:30 – 8:00 PM.
- Letter informing Board of public hearing from Town of Carroll and Town of Easton regarding Wireless Telecommunications Facility.
- Mark Lufkin – Board of Selectmen agreed that Richard Wilson Jr. does not need a Junk Yard Permit for the Town.
- Town Clerk received an Alteration of Terrain for Colby Road Leasing – Kaybee Gravel Pit #14179. Board wasn't sure what the reason for this was. Joyce will check on this with Carroll or Larry Rexford.
- CIP – Joyce advised the Board that the Capital Improvement Program Guide was from 2010 – 2015 and should be updated in the upcoming year. Board asked Joyce to look into a grant or contact NCC to see what needs to be done and price. Joyce asked for clarification on the CIP Committee and if they needed to be sworn in with a term limit. The CIP Committee is only a subcommittee of the Planning Board and has no term limits.
- The Board reviewed an e-mail from Town Attorney regarding Robert Stiles creating two 16' ROW's off of Tax Map 101 Lot 17. This is still in litigation so Board voted to table any decision on this.

**A motion was made to adjourn the meeting at 7:55 PM, seconded. All in favor, motion carries.**

Respectfully submitted by: Joyce McGee – Secretary/Scott Burns – Chairman

Handwritten signatures of Joyce McGee and Scott Burns. Joyce McGee's signature is on the left, and Scott Burns' signature is on the right.