

Planning Board Meeting Minutes

April 4, 2023

6:30 PM

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Chairman Scott Burns called the meeting to order at 6:30 PM.

Members Present: Scott Burns-Chairman, Shawn White – Selectmen’s Rep., Tim O’Neil, Alan Theodhor, Steve LaRoza – Alternate and Joyce McGee – Secretary.

Members Absent: Frank Lombardi

Public Present: Ashley Bryan, Stephen Shaw, Paul Hayes, Ed Quigley and Maryclare Quigley.

Chairman Burns appointed alternate Steve LaRoza as a voting member in place of member Frank Lombardi being absent.

Minutes: A motion was made by Shawn White to approve the March 21, 2023 minutes as written, seconded Steve LaRoza. All in favor, motion carries. APPROVED

Public Hearing(s):

Change of Use/Site Plan Review:

#661 – Robert Stiles Enterprises, LLC – 100 Lancaster Road, Tax Map 101 Lot 018: who is/are requesting a Change of Use/Site Plan Review to convert existing use of a Church to a Martial Arts Studio.

Ashley Bryan from Mizu Martial Arts was present as Robert Stiles could not attend. Secretary McGee advised she had printed off the hours from the facebook page. Ms. Bryan stated they are not open during the day, only open 4:30 PM – 8:00 PM Monday-Friday, no weekends. Previously in Littleton, this building became available so they moved to Whitefield.

A motion was made by Alan Theodhor to approve the application for a Change of Use/Site Plan Review as complete, seconded by Tim O’Neil. No further discussion, all in favor, motion carries. APPROVED

It was asked if the parking was still the same, Ms. Bryan responded “Yes”. Members Shawn White wondered why this needed Board approval as it’s been a Commercial business in the past. Chairman Burns stated that its last use was religious therefore it’s not the same type of use.

The Board went through the Commercial Activity and Absolute Criteria (see file), no concerns from the Board.

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A motion was made by Alan Theodhor to approve the Change of Use/Site Plan to have a Martial Arts Studio at 100 Lancaster Road, seconded by Shawn White. No further discussion, all in favor, motion carries. APPROVED

Change of Use/Site Plan Review:

#662- Shaw, Stephen – 38 Lancaster Road, Tax Map 101 Lot 043: who is/are requesting a Change of Use/Site Plan Review to convert exiting use of an Animal Hospital w/ an Apartment on the 2nd floor to a 3 unit building to be used for short-term rental to mid-term rentals, owner will live onsite in one of the units.

Mr. Shaw was present for the meeting. Member Alan Theodhor, asked how many bedrooms in each unit? Mr. Shaw, stated that each unit would have 2 bedrooms and the studio is a 1- bedroom unit. Maximum number of people is 4 people per unit with 2 bedrooms and 2 people for the 1-bedroom unit, Fire Chief Ross is okay with the # of bedrooms. Tim O'Neil asked about NHDOT Driveway permit. Mr. Shaw, stated that it was not finalized, DOT might require changes to entrance. Shawn White advised that in the near future DOT is looking at changes for that area. Mr. Shaw advised the Quigley's (abutter's) he was taking out a spot light and was wondering which direction they would like the cars to park, the Quigley's didn't care as no windows on that side of their house. Mr. Quigley, stated they didn't have any problem with what Mr. Shaw was doing as long as it wasn't a pig farm!

Mr. Shaw also advised he would be going through Airbnb but eventually he would manage it. He will oversee that no excessive noise or partying will occur by installing decibel meters in each of the units.

The Board went through the Commercial Activity and Absolute Criteria list and noted:

No change to parking area, no external changes, need to get Airbnb room and meals tax number, comply with fire/safety codes, and need NHDOT approval for driveway. Security cameras will be installed, spot lights will be removed and replaced with downward lighting. If Mr. Shaw is off-site he will arrange a local point of contact.

A motion was made by Shawn White to approve the application for a Change of Use/Site Plan Review as complete, seconded by Tim O'Neil. No further discussion, all in favor, motion carries. APPROVED

A motion was made by Tim O'Neil to approve the Change of Use/Site Plan Review to convert existing building at 38 Lancaster Road into a 3 unit building to be used for short-term rental to mid-term rentals, owner will live onsite in one of the units. Conditional approval, still need NHDOT approval, Room and Meals # from AirBnb, final code/safety inspection by Fire Chief, seconded by Alan Theodhor. No further discussion, all in favor, motion carries. APPROVED

Other Business:

Development Permit(s): Bernier, Elizabeth – 5 Riverside Drive, Tax Map 103 Lot 095: To construct a 50" roof extension/overhang over a 40" walkway, drainage work to be done. **A motion was made by Steve LaRoza to approve the Development Application as submitted, seconded by Alan Theodhor. No further discussion, all in favor, motion carries. APPROVED**

Macey-Chernovetz, Nancy – 201 Jefferson Road, Tax Map 226 Lot 007: To construct a 10'x14' shed and a 14'x60' barn for agricultural purposes. Chairman Burns stated Best Management Practices for Agricultural needs to be complied with. **A motion was made by Tim O'Neil to approve the Development Application as submitted with the condition that Best Management Practices for Agricultural need to be complied with, seconded with Shawn White. No further discussion, all in favor, motion carries. APPROVED**

Correspondence:

-630 Littleton Road – Letters were sent regular mail for two violations, no response. Board directed secretary McGee to send certified letters. If no response the Board of Selectmen will need to take action.

-Eversource would like to do a briefing on a transmission rebuild from substation on Rte3-Whitefield to Bethlehem town line. Board could meet May 2nd or the 9th.

-NHDOT Driveway Application – Scalley, David - 60 Unit Apartment Complex off Rte 116: Incomplete, need more items on traffic.

-CIP Committee: Ed Betz was wondering if April 18th at 4:00 PM would work for everyone. This would be the first meeting of the Committee.

A motion was made by Shawn White to adjourn the meeting at 7:20 PM, seconded by Steve LaRoza. All in favor, meeting adjourned.

Respectfully submitted by:

Joyce A. McGee – Secretary

Scott C. Burns - Chairman

Scott C. Burns