

Planning Board Meeting Minutes  
September 5, 2023  
6:30 PM  
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Chairman Scott Burns called the meeting to order at 6:31 PM.

**Members Present:** Scott Burns – Chairman, Alan Theodhor, Tim O’Neil, Steve LaRoza – Alternate, and Joyce McGee – Secretary.

**Members Absent:** Frank Lombardi and Shawn White – Selectmen’s Rep.

**Public Present:** Patrick Ryan

Chairman Burns appointed Steve LaRoza as a voting member with the absence of Frank Lombardi.

**Minutes:** A motion was made by Alan Theodhor to approve the August 8, 2023 minutes as written, seconded Steve LaRoza. All in favor, motion carries. **APPROVED**

**Other Business:**

-Patrick Ryan was present stating he was told a representative from Dunkin Donuts might be at the meeting. Secretary McGee advised no call has been received. Mr. Ryan gave each member a copy of a deed for the parking lot that the Town owns behind Cumberland Farms. Chairman Burns explained to the members that a proposal had been discussed with the Board of Selectmen regarding Dunkin Donuts looking into a new site location behind Cumberland Farms.

**Septic Design(s): Birkett, Gary – Genes Road, Tax Map 218 Lot 011:** Septic Design is for a proposed 3-bedroom home, 1250 gallon tank. Genes Road is off Mirror Lake Estates Road. No concerns from the Board. **A motion was made by Steve LaRoza to approve the Septic Design for Gary Birkett off Genes Road as presented, seconded Tim O’Neil. All in favor, motion carries. APPROVED**

**Young, Randall – 278 Jefferson Road – Tax Map 226 Lot 064:** Septic Design is for a proposed 3-bedroom home, 1250 gallon tank. No concerns from the Board. **A motion was made by Tim O’Neil to approve the Septic Design for Randall Young at 278 Jefferson Road as presented, seconded by Alan Theodhor. All in favor, motion carries. APPROVED**

**Robinson, Sharon – Jefferson Road, Tax Map 226 Lot 32.1:** Septic Design is for a proposed 3-bedroom home on a slab, 1250 gallon tank. No concerns from the Board. **Planning Board Code Administrator Joyce McGee approved on 8/16/23. APPROVED**

**RV Permit(s): Judd, Barry – 254 Jefferson Road, Tax Map 226 Lot 077:** To place a 2009 Fleetwood Wilderness camper on said lot from 8/15/23-2/15/24, 180 day use. Disposal of septage in owner’s own private system. **Planning Board Code Administrator Joyce McGee approved on 8/15/2023. APPROVED**

**Development Permit(s): Morancie, Albert – 88 Crane Road, Tax Map 240 Lot 019:** To construct a 16'x16' pole barn, 3-sides enclosed and a metal roof. Meets all required setbacks. **A motion was made by Tim O'Neil to approve the proposed 16'x16' pole barn as submitted, seconded by Alan Theodhor. No further concerns. All in favor, motion carries. APPROVED**

**Jones, Jonathan – 46 View Street, Tax Map 103 Lot 030:** To modify carport, make back wall solid and front wall with 2 garage doors. **A motion was made by Steve LaRoza to approve the alteration of existing carport as submitted, seconded by Alan Theodhor. No further concerns. All in favor, motion carries. APPROVED**

**Clement, Ray & Cheryl – 325 Jefferson Road, Tax Map 226 Lot 034.1:** To construct a 15'x32' carport, setbacks meet. **A motion was made by Tim O'Neil to approve the 15'x32' carport as submitted, seconded by Steve LaRoza. No further concerns. All in favor, motion carries. APPROVED**

**Ainsworth Sr., Kevin – 144 Spencer Road, Tax Map 255 Lot 022:** To make alterations to existing house, frame interior walls, finish interior to make habitable, construct a new 4'x8' covered deck at entry area and an 8'x20' deck to meet entry area. **A motion was made by Alan Theodhor to approve the alterations to the existing house as submitted, seconded by Steve LaRoza. No further concerns. All in favor, motion carries. APPROVED**

**Johnson, Kenneth – 35 Bray Hill Road, Tax Map 214 Lot 002:** To mount a rooftop solar system, 6,400 KW – 16 Panels – 100 A – No Battery. (Plans were provided). **A motion was made by Tim O'Neil to approve the rooftop solar system as submitted, seconded by Steve LaRoza. No further concerns. All in favor, motion carries. APPROVED**

**Robinson, Sharon – Jefferson Road, Tax Map 226 Lot 032.1:** To place a single story 28'x48' home on a slab. Septic Design was approved for construction by NHDES and will be serviced by Town water. The Board went through the Single Family and Absolute Criteria. Board noted that a Private Road Agreement needs to be signed. All setbacks were met, no further discussion. **A motion was made by Steve LaRoza to approve the 28'x48' single family home on a slab with the condition of a Private Road Agreement to be signed, seconded by Alan Theodhor. No further discussion. All in favor, motion carries. APPROVED WITH CONDITIONS**

**Cryts, Louise – 53 Bethlehem Road, Tax Map 251 Lot 015:** To replace asphalt roof with metal. Planning Board Code Administrator Joyce McGee approved on 8/15/2023. **APPROVED**

**Taylor, Austin – 573 West Side Road, Tax Map 243 Lot 004:** To add a 8'x8'4" addition onto existing half bath. Planning Board Chairman Scott Burns approved on 8/18/23. **APPROVED**

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**Gordon, Matt & Karen – South Whitefield Road, Tax Map 254 Lot 001:** Permit #2023-036 owner would like to revise from a 20'x20' shed to a 28'x32'. Setbacks are still met with the change. **Planning Board Code Administrator Joyce McGee approved on 8/22/2023. APPROVED**

**Correspondence:**

-Letters were sent to property owners reminding them that certain permits are required when any change of use or work is done.

-2024 Zoning Amendment Calendar was handed out (see attached).

-Notice of Decision for an ADU at 305 Jefferson Road was approved by the ZBA on 8/29/23 (see property file Map 226 Lot 032).

-Letter from Dr. Marcus Sminkey to inform the Board in accordance with Env-1406.13; an application for a Shoreland Permit had been filed relative to his 10'x12' tent platform at 5 Rodgers Landing (see property file Map 219 Lot 031.1).

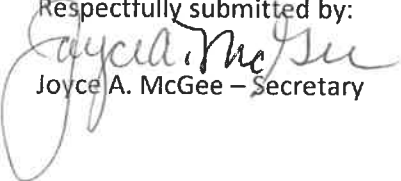
-Changes to NH Municipalities short-term rental ordinances for 2022 (see attached).

-Eversource transmission line update: Is a permit required? Board has never had them file a permit and don't feel it's needed. However, they would like them to continue doing informational sessions.

-A question was asked about the 75' frontage requirement that was adopted at the 2021 Town Meeting. Article 04 reads: To add a new Section 6.35 to the Article XVIII, Absolute Criteria for all development, which would require at least 75 feet of frontage on a street meeting requirements of RSA 674:41 for all development, and to add a corresponding requirement in Article VII, Sections 3.2, 3.3 and 3.4 that length of frontage be shown on submittals for design review, preliminary final plan review, and final plan review. The Board felt that were it says, "all development" it means just that!

**A motion was made by Tim O'Neil to adjourn the meeting at 7:45 PM, seconded by Steve LaRoza. All in favor, meeting adjourned.**

Respectfully submitted by:

  
Joyce A. McGee – Secretary

Scott C. Burns - Chairman

