

Planning Board Meeting Minutes

November 7, 2023

6:30 PM

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

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

**Members Absent:** Frank Lombardi

**Public Present:** Peter Corey

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

**Minutes:** A motion was made by Alan Theodhor to approve the October 10, 2023 meeting minutes as written, seconded by Shawn White. All in favor, motion carries. APPROVED

Chairman Burns read the following:

**Public Hearing(s):**

**Boundary Line Adjustment:**

**#670-Ammonoosuc Community Health Services Inc., 14 King Square, Tax Map 103 Lot 145 and 12 King’s Square LLC, 12 King Square, Tax Map 103 Lot 146:** who is/are requesting a Boundary Line Adjustment between Tax Map 103 and Lots 145&146. Lot 145 is currently 0.25 of an acre, Lot 146 is currently 0.04 of an acre. Said Lot 145 will decrease by 0.03 of an acre making it 0.22 and Lot 146 will increase by 0.03 making it 0.07 of an acre. Surveyed by Kellogg Surveying & Mapping Inc.

Peter Corey was present he spoke that a group of citizens formed a company to buy 12 King Square with complete rehab of the building. The lot essentially is the building and Ammonoosuc owns the property behind it which they didn’t realize. They worked with ACHS to agree on adding .03 of an acre to their lot, giving them know 3-4 parking spaces which it currently doesn’t have.

Alan Theodhor asked what they were going to do there? Mr. Corey advised that the interior will be gutted as not up to code. The roof had been leaking from some time and black mold was present, they have since then fixed the roof. An environmental assessment has been done. They hope to save the tin ceiling on the first floor and possibly some of the hardwood floors. A sprinkler system throughout the building will be put in, the 2<sup>nd</sup> and 3<sup>rd</sup> floors will have two apartments each and the 1<sup>st</sup> floor looking at a restaurant or retail business. They are open to ideas but will be selective, we want something to compliment the Town. It will be about a 2-year process from demolition of interior to design.

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**A motion was made by Tim O'Neil to accept the application for the Boundary Line Adjustment as complete, seconded by Shawn White. All in favor, motion carries. APPROVED**

Chairman Burns asked if the Board had any concerns or comments, none were noted.

**A motion was made by Alan Theodhor to approve the Boundary Line Adjustment as presented, seconded by Shawn White. All in favor, motion carries. APPROVED**

Mr. Corey asked the Board if any interior demolition that is done, would it need a Demolition permit? The Board advised no permit required for interior demolition but a Development Application needs to be filed for the renovation part. Mr. Corey was given an asbestos pamphlet, he stated during the assessment review no asbestos was found.

**Other Business:**

**Septic Design(s): Hurley, Michael – Alley Lane, Tax Map 218 Lot 016:** Amended plan was presented and approved on 10/23/23 by PB Admin, Joyce McGee. Designer Mark Vander-Heyden advised that the house moved based on a BLA and that instead of one septic tank it will now be 2- tanks as to make installation go more efficiently. **APPROVED BY PB ADMIN ON 10/23/23**

**Demolition Permit(s): Scalley, David – 11 Main Street, Tax Map 103 Lot 059:** Renew demolition permit for 11 Main Street, approved on 10/12/23 by PB Admin, Joyce McGee. To demo old hardware store, expiration of 4/12/24. **APPROVED BY PB ADMIN ON 10/12/23.**

**Development Permit(s): 30 Elm & 7 Cross Street LLC (Elizabeth Bain) – 30 Elm Street, Tax Map 103 Lot 131:** Renovations to 8 units, remodeling existing structure – electrical, plumbing and insulation. No concerns even though it's After-the Fact. Chairman Burns asked if a penalty should be assessed, the Board felt that first time would be a written warning anything after that it would go to the Selectmen. **A motion was made by Shawn White to approve the Development Application as submitted, seconded by Alan Theodhor. All in favor, motion carries. APPROVED**

**Sminkey, Marcus – 5 Rodgers Landing, Tax Map 219 Lot 031.1:** (Tabled on 8/1/23 – Shoreland Permit needed) Tent-platform, 16'x10' set on ground level. Shoreland Impact Permit 2023-02551 was issued on 10/16/23. No further concerns from the Board. **A motion as made by Shawn White to approve the Development Application as submitted, seconded by Steve LaRoza. All in favor, motion carries. APPROVED**

**Ricker, Matthew – 36 Richardson Drive, Tax Map 240 Lot 015:** To add a 12'x9'x9' lean-to to existing shed. **APPROVED BY PB ADMIN ON 10/31/23.**

**Weaver, Thomas – 61 Lancaster Road, Tax Map 101 Lot 010:** To construct a 25'x30' garage on slab. Conditions: No living quarters allowed and all runoff contained within owner's property. **APPROVED BY CHAIRMAN SCOTT BURNS ON 10/20/23 WITH CONDITIONS.**

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**Houghton, Claire – 60 Union Street, Tax Map 104 Lot 086:** To construct an 8'x12' shed. **APPROVED BY CHAIRMAN SCOTT BURNS ON 10/20/23.**

**Wright, Audrey – 11 Cherry Street, Tax Map 104 Lot 089:** To construct a 37'x27' lean-to on existing structure. **APPROVED BY CHAIRMAN SCOTT BURNS ON 10/20/23.**

**Compher, Keith & Kimberly – 24 Water Street, Tax Map 103 Lot 094:** To replace damaged metal shed with 12'x22' wood framed one. **APPROVED BY PB ADMIN ON 10/13/23.**

**Everett, Christopher – 630 Littleton Road, Tax Map 244 Lot 002:** Revise permit #2023-024: add a 14'x14' loft area and 15'x25' addition on 2<sup>nd</sup> floor. No concerns. Revised plan approved.

**Correspondence:**

-Macey-Chernovetz – 201 Jefferson Road: Certified letter to be sent regarding Change of Use/Site Plan for business located at this property.

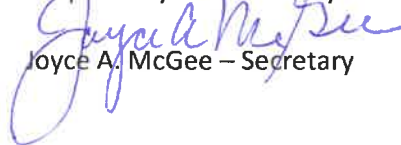
-Hipcamp listings of 2 RV's on a lot: Harris and Dorr – PB will be addressing Harris listing and Board of Selectmen need to still address Dorr's.

-Eversource: Postcards have gone out to owners along the X178 line rebuild project. An e-mail was received at the Town Office regarding a "muni tour" or "field trip" to a prior or current Transmission line rebuild project. It is scheduled for Monday, November 13<sup>th</sup> from 10:00-3:00. No interest was expressed by the Board.

**2024 Development Code Changes** (see attached): No concerns from the Board. Secretary McGee will get everything together for a hearing hopefully in December. Thursday, January 11, 2024 is the last day to post and publish notice for the first public hearing on zoning amendments.

**A motion was made by Tim O'Neil to adjourn the meeting at 7:11 PM, seconded by Alan Theodhor. All in favor, meeting adjourned.**

Respectfully Submitted By:

  
Joyce A. McGee – Secretary

Scott C. Burns - Chairman

