

Town of Loudon, New Hampshire
Planning Board Public Hearing Minutes
January 18, 2024

Chairman Jeff Green called the meeting to order at 7:00 PM.

Attendance: Forrest Green, Josh Pearl, Chairman Jeff Green, Vice-Chair Danielle Bosco, Ex-Officio John Storrs, Alichia Kingsbury
Marilyn Whitten and Alternate Bill Taranovich were not present.

Acceptance of Minutes:

December 21, 2023, Zoning Amendment Workshop #6 Minutes –

Vice Chair Danielle Bosco made a motion to approve the Zoning Amendment Workshop #6 minutes. The motion was seconded by Forrest Green. All in favor, the motion carried. The Zoning Amendment Workshop #6 minutes were approved.

December 21, 2023, Regular Meeting Minutes –

Vice Chair Danielle Bosco made a motion to approve the Regular Meeting Minutes. The motion was seconded by Forrest Green. All in favor, the motion carried. The Regular Meeting Minutes from the December 21, 2023, Planning Board Public Hearing were approved.

Conceptual Consultation:

The Conceptual Consultation on the agenda for this month was moved to the March 2024 Planning Board Meeting by the owner of the property.

Public Hearings:

New Business –

Application #24-01 3GG LLC Site Plan Review Revision – Map 50 Lot 12

Chairman Jeff Green and Forrest Green recused themselves from the Board. Vice Chair Danielle Bosco took over.

Jeff Green, Land Surveyor, presented on behalf of the applicant. There were no abutters present. The Board discussed the new number on the application. Jeff Green explained that this application is a revision of a previously approved site plan. Josh Pearl said that #24-01 is a revision to the conditionally approved application #22-19.

Alichia Kingsbury made a motion to accept application #24-01 as complete. The motion was seconded by Josh Pearl. All in favor, the motion carried. Application #24-01 was a complete application.

Vice Chair Danielle Bosco opened the public hearing at 7:10 PM.

Jeff Green explained that the project was done in 2 phases. The new application is to present revisions to the Phase 1 plan of the project. On the revised site plan, he was asking for light pole locations, to move the deck from the left side of the building to the right side of the building, and to move the dumpster to the corner of building C which allowed for a wider area to accommodate both trash and recycling. The lighting plan shows the full photometrics plan. The same lighting is used

throughout the project. Proposed revisions are shown in red on the plans. Sheet 4 of the plans shows the location of the light poles, the dumpster, and the deck. Josh Pearl asked for clarification of the garage door note on the application. Jeff Green explained that, as shown on the building elevations page, the doors are reversed from the location they were in on the original submission. The Board discussed the dates on the plans and the previous applications for the project. Jeff Green said that he was not referencing the previous applications and was just asking for the proposed changes as shown. Alisha Kingsbury was concerned that some of the things on the plan didn't match what the plan is referring to. Vice Chair Danielle Bosco said that any type of approval for this current application would need to reference being pending the previous application approvals. Jeff Green said that the square footage of the buildings and structures has not changed at all; all that is being proposed is a change of location. Nobis still had one more final review to complete.

Josh Pearl made a motion that Application #24-01 did not constitute a Development of Regional Impact. The motion was seconded by Alisha Kingsbury. All in favor, the motion carried.

Josh Pearl said that the application approval could be conditional based on the finalization of previous conditions of approval on #22-19 and #23-03.

Vice Chair Danielle Bosco closed the public hearing at 7:34 PM. Alisha Kingsbury said she wanted to make sure the conditions were met for the previous applications because the plans look very different.

Josh Pearl made a motion to approve Application #24-01 conditional to the final acceptance of all conditions for Applications #23-03 and #22-19. The motion was seconded by John Storrs. All in favor, the motion carried. Application #24-01 was conditionally approved.

Jeff Green and Forrest Green rejoined the Board. Chairman Jeff Green resumed control of the meeting.

Public Hearing: Land Development Regulations

Chairman Jeff Green opened the public hearing at 7:37. He explained that the public hearing was to approve amendments to the Land Development Regulations.

Chairman Jeff Green read #1. Amend: Article 11 (Formal Application Procedure) Section 11.1(F) by: Changing the requirement from 15 days to 10 days for the submission of revisions from TRC.

Forrest Green made a motion to approve this amendment. The motion was seconded by Vice Chair Danielle Bosco. All in favor, the motion carried.

Chairman Jeff Green read #2. Amend: Article 12 (Subdivision Submittal Requirements) Section 12.3 by: Changing the requirement from six 22" x 34" paper copies to **four** copies for formal application submittal and for final plans for signature; Changing requirement from two Mylar copies to **one** Mylar copy to be filed with the MCRD. **Alisha Kingsbury made a motion to approve this amendment. The motion was seconded by Vice Chair Danielle Bosco. All in favor, the motion carried.**

Chairman Jeff Green read #3. Amend: Article 12 (Subdivision Submittal Requirements) Section 12.4 (4) by: Changing the required scale from 1" = 50 feet to 1" = 100 feet. **Josh Pearl made a motion to approve this amendment. The motion was seconded by John Storrs. All in favor, the motion carried.**

Chairman Jeff Green read #4. Amend: Article 12 (Subdivision Submittal Requirements) Section 12.5 (5) by: Changing the requirement of the locus map of the vicinity of the site from 1" = 1,000 feet to

requiring a locus map detailing the public street system in the vicinity of the site with no specified scale. **Forrest Green made a motion to approve this amendment. The motion was seconded by Vice Chair Danielle Bosco. All in favor, the motion carried.**

Chairman Jeff Green read #5. Amend: Article 12 (Subdivision Submittal Requirements) Section 12.6 (1) by: Changing the language from the requirement of the “Town Engineer” to the “Planning Board”. **Josh Pearl made a motion to approve this amendment. The motion was seconded by John Storrs. All in favor, the motion carried.**

Chairman Jeff Green read #6. Amend: Article 13 (Site Development Plan Submittal Requirements) Section 13.3 by: Changing the requirement from six 22” x 34” paper copies to **four** copies for formal application submittal and for final plans for signature; Removing the requirement for Mylars to be submitted. **Josh Pearl made a motion to approve this amendment. The motion was seconded by Forrest Green. All in favor, the motion carried.**

Chairman Jeff Green read #7. Amend: Article 13 (Site Development Plan Submittal Requirements) Section 13.5 (5) by: Changing the requirement of the locus map of the vicinity of the site from 1” = 1,000 feet to requiring a locus map detailing the public street system in the vicinity of the site with no specified scale. **Josh Pearl made a motion to approve this amendment. The motion was seconded by John Storrs. All in favor, the motion carried.**

Chairman Jeff Green read #8. Amend: Article 13 (Site Development Plan Submittal Requirements) Section 13.6 (5) by: Changing the requirement of the locus map of the vicinity of the site from 1” = 1,000 feet to requiring a locus map detailing the public street system in the vicinity of the site with no specified scale. **Forrest Green made a motion to approve this amendment. The motion was seconded by Alichia Kingsbury. All in favor, the motion carried.**

Chairman Jeff Green read #9. Amend: Article 14 (Lot Line Adjustment Plat Requirements) Section 14.4 (4) by: Changing the required scale from 1” = 50 feet to 1” = 100 feet. **Josh Pearl made a motion to approve this amendment. The motion was seconded by Forrest Green. All in favor, the motion carried.**

Chairman Jeff Green read #10. Amend: Article 14 (Lot Line Adjustment Plat Requirements) Section 14.4 (5) by: Changing the requirement of the locus map of the vicinity of the site from 1” = 1,000 feet to requiring a locus map detailing the public street system in the vicinity of the site with no specified scale. **Alichia Kingsbury made a motion to approve this amendment. The motion was seconded by Josh Pearl. All in favor, the motion carried.**

Chairman Jeff Green read #11. Amend: Article 22 (Items Required for Application Approval) (1) by: Changing the requirement for Mylar copies from **two** to **one**. **Alichia Kingsbury made a motion to approve this amendment. The motion was seconded by Vice Chair Danielle Bosco. All in favor, the motion carried.**

Chairman Jeff Green read #12. Amend: Article 22 (Items Required for Application Approval) (2) by: Changing the requirement from **six** paper copies of the plat and all design pages to **four** paper copies of the plat and all design pages. **Josh Pearl made a motion to approve this amendment. The motion was seconded by Vice Chair Danielle Bosco. All in favor, the motion carried.**

Chairman Jeff Green read #13. Amend: Article 23 (Additional Design Standards for Site Plans and Subdivisions) Section 23.6-1 (d) by: Removing the requirement for all lots to contain a minimum rectangular area measuring 180’ x 240’; except in the Village District which shall contain a minimum rectangular area measuring 100’ by 200’; Re-lettering (e) to (d). **Alichia Kingsbury made a motion to approve this amendment. The motion was seconded by Josh Pearl. All in favor, the motion carried.**

Chairman Jeff Green Closed the Public Hearing at 7:48 PM.

Public Hearing: Application Updates

Chairman Jeff Green opened the public hearing at 7:50 PM. He explained that the changes to the applications were formatting changes, and the content was not changing. **Josh Pearl made a motion to adopt all of the proposed application updates. The motion was seconded by Vice Chair Danielle Bosco. All in favor, the motion carried.** Chairman Jeff Green closed the public hearing at 7:52 PM.

Public Hearing: Capital Improvements Program

Chairman Jeff Green opened the public hearing at 7:52 PM. He explained to the Board that the CIP committee worked on the numbers on the Municipal Improvements Schedule. The committee then sent a memo to the Selectboard about the recommendations. The CIP document was worked on with assistance from CNHRPC. **Forrest Green made a motion to adopt the Capital Improvements Program for FY 2024/25 to 2029/30. The motion was seconded by Vice Chair Danielle Bosco. All in favor, the motion carried.** The Board signed the Certificate of Adoption.

Board Discussion & Correspondence

Chairman Jeff Green discussed that the Change of Use approval for the Church of the Nazarene being used by Ben Franklin Charter School had an end date of January 15, 2024. It doesn't appear like the location at Chichester Road is being used yet. He asked the Board how they wanted to proceed. The Board discussed sending a letter to the school asking for a status update and encouraging a visit back to the Board for an extension if they needed more time. The Board agreed that this method would help keep communication open.

Report of the Next ZBA Meeting:

#Z23-37 LaCourse – Map 23 Lot 27 – Special Exception for Wetland Impacts

#Z24-01 NH Consistory – Map 20 Lot 100 - Special Exception for Reduced Side Setback for a Driveway

#Z24-02 Koufos – Appeal of an Administrative Decision made in #Z23-36

#Z24-03 Town of Loudon – Motion for a Rehearing of #Z23-36

Adjournment:

John Storrs made a motion to adjourn the meeting at 8:01 PM. The motion was seconded by Josh Pearl. All in favor, the motion carried.

Respectfully Submitted,
Lindsey Roy
Administrative Assistant