

## PLANNING BOARD

Nov 16, 2023

## MEMORIAL BUILDING

7:00 P.M.

Board Members Present: Tim Bray (chair), Jen Roberts, Darrin Patten, Dan Saulnier, Poul Heilmann and John Trachy (alternate)

Absent: Mike Howard and Ken Jacques

Also present: Tim Josephson (UVLSPC)

Tim Bray requested John Trachy step in as an acting member in the absence of Ken Jacques.

Lot Line Adjustment request from Gene Hayes. Mr. Hayes purchased property adjoining his and would like to adjust the lot line to move 1.38 acres from the newly purchased lot to the current lot. Mr. Hayes was asked if there was a mortgage on either property he would need to notify the mortgage holder of the change, to which he responded a small one on one piece. He would notify them. The Board found no issues with the lot line adjustment and signed the mylar and 2 paper copies for the file.

Minutes of Sept 21<sup>st</sup> John Trachy moved to accept as amended to add last names, Poul Heilman 2<sup>nd</sup> approved Darrin abstained.

Minutes of Oct 19<sup>th</sup> Poul Heilman moved to accept as amended to add last names, Tim Bray 2<sup>nd</sup> approved Jen Roberts, Darrin Patten and Dan Saulnier abstained.

Consultation: Pizza Bus

Failed to attend meeting.

Chairman Bray shared with the Board that there doesn't appear to be a land use issue/situation due to there not being a set location of the activity. Jen Roberts pointed out that when the owner of the business came before the Board previously to discuss he shared that he wanted to be sure he was following all the rules of both the Town and the State. Discussion of whether a Site Plan is needed for where the bus is parked when not conducting business activities, ei. Getting deliveries, prep time, cleanup etc., is there a location where there is a prep kitchen. Jen Roberts questioned other locations in town that have deliveries that appear to be for businesses. How does the Town sign ordinance play into this? The Board requested a letter be sent to the business owner inviting them to come to the next meeting.

Sidum Li – Consultation concerning a Short-Term Rental Site Plan

Special Exception was granted in September 2022

Chairman Bray reviewed that a consultation is an informal conversation with property owner regarding what is needed for a Site Plan Hearing, a map of the property showing details of the structures, parking, driveway, snow removal location and any other items of interest. The map can be done by the property owner or if they are not comfortable hiring a professional has been done by some applicants. The Zoning Coordinator is also available to assist in giving direction and answering questions. Sidum Li asked about the septic requirements. When the home was bought an inspection was done, the age was not determined by the condition if the system is not

abused it is in good shape. If it fails, there could be difficulty in replacing it due to the location. Chairman Bray shared that there are many new styles of systems. Sidum Li asked about a very narrow staircase that doesn't have a handrail, concern about installing on as required by the Life Safety sheet because of the width of the area. The individual that does the inspection should be able to give some suggestions. Another concern was the evacuation diagram, to which Chairman Bray shared that past applicants put together a binder with important data to include the evacuation diagram, phone #'s, the property address in case of an emergency.

Tim Josephson shared with the Board that the UVLSRPC was looking for input from Towns if they would like to receive STR data from a search engine the Upper Valley might start using. The Board felt it would be helpful.

#### Driveway Permits and Regulations

Past understanding was that the Road Agent acted as an agent of the Planning Board for approving Driveway Permits. Request that the Road Agent come to the next meeting to share with the Board what is currently being done to approve a driveway on Town roads. Board also requested asking the Town Attorney what the Town can do regarding when a State approves a driveway on a State road that is not in line with Town regulations.

John Trachy questioned the status of the Noise Ordinance. Chairman Bray responded that it is currently in a holding period due to reactions from the Town Attorney.

Meeting adjourned at 9:06 pm

Respectfully submitted,  
Tamara Butcher