

**TOWN OF ALTON PLANNING BOARD
PUBLIC HEARING
Tuesday, December 20, 2022, at 6:00 P.M.
Alton Town Hall**

MEMBERS PRESENT

Roger Sample, Vice Chair
William O’Neil, Clerk
Thomas Hoopes, Member
Scott Williams, Member
Doug Brown, Member
Lee Hillsgrove, Alternate Member
Mark Manning, Alternate Member

OTHERS PRESENT

Jessica Call, Town Planner
Julie St. Sauveur, resident
Richard Shay, resident
Amanda Connolly, resident
Rick Dame, resident
Keith Dube, applicant
Pat Torriero, resident
Aaron Haan, resident
Mr. O’Brien, resident

CALL TO ORDER

Vice Chair Sample called the meeting to order at 6:00PM

REVIEW OF AGENDA

Ms. Call added under Other Business: reelection candidacy deadline; Board to vote on Mark Manning becoming an alternate.

Mr. Williams motioned to accept the agenda as amended. Mr. O’Neil seconded the motion. Motion passed unanimously.

Vice Chair Sample appointed Mr. Hillsgrove to sit on the Board as a member in Mr. Carter’s absence. Mr. Williams seconded the motion. Motion passed unanimously.

Public Hearing on the 2022-2023 Proposed Zoning Amendments to the Alton Zoning Ordinance

Vice Chair Sample read the public notice into the record: *See attached.*

Full text of the proposed changes are also available for public viewing at the Town Hall and Post Officer, Town of Alton website, for viewing purposes only.

40 Vice Chair Sample opened the public hearing to input from the public.

41 ***Planning Board Proposed Amendment #1***

42 Vice Chair Sample read the Amendment into the record.

43 *PLANNING BOARD PROPOSED AMENDMENT #1: To amend ARTICLE 200 DEFINITIONS*
44 *by adding new definitions: “Short-Term Rental”, “Non transient”, “Owner-Occupied”, and*
45 *“Transient”, and by amending the following definitions: “Accessory Building, Structure, or*
46 *Use”, “Bed and Breakfast”, and “Lodging House”; to amend ARTICLE 300 GENERAL*
47 *PROVISIONS by adding a new section, “SECTION 365 SHORT-TERM RENTAL”; and to*
48 *amend ARTICLE 400 ZONING DISTRICTS REGULATIONS by adding a new use to SECTION*
49 *401 PERMITTED USES—TABLE OF USES, “D. 47. Short-Term Rental” (and the renumbering of*
50 *subsequent Uses) to be allowed in the Lakeshore Residential(LR), Residential Commercial(RC),*
51 *Residential Rural(RR), Rural(RU), and Recreational Services(RS) Zones.*

52 Mr. Williams stated there have been a lot of complaints from residents in regard to short term
53 rentals and ensuing problems; he stated the public was involved throughout the discussion and
54 drafting process of the proposed ordinance; he explained the proposal is to have a permitting
55 system through the Board of Selectmen.

56 Vice Chair Sample asked if any member of the Board have further questions or discussion for
57 Amendment #1. None was indicated.

58 Vice Chair opened the hearing to input from the public.

59 Julie St. Sauveur, resident, explained she has a neighbor who set up a tent over the summer
60 however there are no bathroom facilities; she stated it is listed as a pet friendly facility so there
61 are concerns with both the dangers of dogs; she has had rats on her property that were not around
62 prior to this past summer. She stated she has also had problems with people coming up her
63 driveway. Mr. Dever stated he has been in touch with Town Counsel to see how they can address
64 the issues. Mr. Williams suggested she contact Air B&B as well with her concerns.

65 Richard Shay, resident, asked about the requirement of being owner-occupied, and whether there
66 would be problems if someone wanted to allow their adult children to live there. Mr. Williams
67 stated the intention is that there is to be sure there is a point of contact with authority, who is
68 local when there is a problem. Mr. Shay asked about older buildings not meeting current codes
69 and would they be required to be updated. Mr. Dever stated the building would need to be in
70 compliance with codes at the time it was built; it also needs to prove that the property does have
71 appropriate water and septic systems. Mr. Williams noted the requirement of smoke detectors is
72 required by State law for any rental.

73 Rick Dame, resident, asked for explanation of “residential” in Section 400. Mr. Williams stated
74 that refers to thickly settled areas. Mr. Dame asked how short term rental would be addressed if
75 there is no well. Mr. Williams stated it is a State law that there must be a well or public water
76 and cannot be pumping out of the lake. Mr. Dame stated there are a significant number of

77 properties on various lakes that are currently pumping from the lakes. Mr. Dever stated an option
78 is to have a filtering system that will provide clean potable water.

79 Amanda Connolly, resident, stated she is a real estate agent, she also does short and long term
80 rentals. She stated she is concerned about the private road waiver; she stated her husband
81 maintains the private road and they keep it clear and accessible. Ms. Connolly asked for an
82 explanation on how bedroom requirements and the number of people allowed to be there, as well
83 as septic capacity will be handled. Mr. Williams noted the permit application will cover all those
84 criteria.

85 **Mr. Williams motioned to move Amendment #1 to the ballot. Mr. Hillsgrove seconded the**
86 **motion. Motion passed unanimously.**

87 ***Planning Board Proposed Amendment #2***

88 Vice Chair Sample read the Amendment into the record.

89 *PLANNING BOARD PROPOSED AMENDMENT #2: To amend ARTICLE 200 DEFINITIONS*
90 *by amending the following definitions: “ Dwelling Unit”, “Hotel”, “Motel”, and by removing*
91 *“ Dwelling Unit, CCRC (Continuing Care Retirement Community)”; and, to amend ARTICLE*
92 *300 GENERAL PROVISIONS -SECTION 331 CONTINUING CARE RETIREMENT*
93 *COMMUNITIES (CCRC) and ARTICLE 400 ZONING DISTRICT REGULATIONS-SECTION*
94 *413 SPECIAL EXCEPTIONS to correct the use of the term, “dwelling unit”.*

95 Ms. Call explained the purpose of this amendment is to clarify the definition of term “dwelling
96 unit”.

97 Vice Chair Sample asked if any member of the Board have further questions or discussion for
98 Amendment #2. None was indicated.

99 Vice Chair opened the hearing to input from the public. None was indicated.

100 **Mr. Hoopes motioned to move Amendment #2 to the ballot. Mr. Williams seconded the**
101 **motion. Motion passed unanimously.**

102 ***Planning Board Proposed Amendment #3***

103 Vice Chair Sample read the Amendment into the record.

104 *PLANNING BOARD PROPOSED AMENDMENT #3: To amend ARTICLE 300 GENERAL*
105 *PROVISIONS, by amending SECTION 355 RECREATIONAL CAMPGROUND OR CAMPING*
106 *PARK, to be consistent with the requirements of ARTICLE 200 DEFINITIONS “Recreational*
107 *Campground or Camping Park”.*

108 Vice Chair Sample asked if any member of the Board have further questions or discussion for
109 Amendment #3. None was indicated.

110 Vice Chair opened the hearing to input from the public. None was indicated.

111 **Mr. Williams motioned to move Amendment #3 to the ballot. Mr. Brown seconded the**
112 **motion. Motion passed unanimously.**

113 ***Planning Board Proposed Amendment #4***

114 Vice Chair Sample read the Amendment into the record.

115 *PLANNING BOARD PROPOSED AMENDMENT #4: To amend ARTICLE 400 ZONING*
116 *DISTRICT REGULATIONS, by adding a new section to the Recreation Service Zone (RS),*
117 *“SECTION 423 SPECIAL EXCEPTIONS”; by adding a new section to the Rural (RU) Zone,*
118 *“SECTION 453 SPECIAL EXCEPTIONS”; and by adding a new section to the Residential Rural*
119 *Zone (RR), “SECTION 464 SPECIAL EXCEPTIONS”, making reference to “See SECTION 401*
120 *PERMITTED USES – TABLE OF USES”.*

121 Vice Chair Sample asked if any member of the Board have further questions or discussion for
122 Amendment #4. None was indicated.

123 Vice Chair opened the hearing to input from the public.

124 Mr. O’Brien, resident, asked if any zoning lines are going to be changed. Mr. Dever stated no
125 zones will be changed with this amendment.

126 **Mr. Williams motioned to move Amendment #4 to the ballot. Mr. Brown seconded the**
127 **motion. Motion passed unanimously.**

128 ***Planning Board Proposed Amendment #5***

129 Vice Chair Sample read the Amendment into the record.

130 *PLANNING BOARD PROPOSED AMENDMENT #5: To amend ARTICLE 400 ZONING*
131 *DISTRICTS REGULATIONS, by amending SECTION 412 RESTRICTIONS GOVERNING USE;*
132 *SECTION 433 RESTRICTIONS GOVERNING USE; and SECTION 443 RESTRICTIONS*
133 *GOVERNING USE, by adding the number of structures allowed on a lot for the uses, “Single-*
134 *Family Dwelling”, “Duplex or Two-Family Dwelling”, “Multi-Family Structure” and*
135 *“Townhouse”.*

136 Ms. Call explained this amendment further clarifies the minimum land area per structure; no
137 changes are made to the regulations.

138 Vice Chair Sample asked if any member of the Board have further questions or discussion for
139 Amendment #5. None was indicated.

140 Vice Chair opened the hearing to input from the public. None was indicated.

141 **Mr. Hoopes motioned to move Amendment #5 to the ballot. Mr. O’Neil seconded the**
142 **motion. Motion passed unanimously.**

143 ***Planning Board Proposed Amendment #6***

144 Vice Chair Sample read the Amendment into the record.

145 *PLANNING BOARD PROPOSED AMENDMENT #6: To amend ARTICLE 400 ZONING*
146 *DISTRICTS REGULATIONS, by amending SECTION 433 RESTRICTIONS GOVERNING*
147 *USES; SECTION 443 RESTRICTIONS GOVERNING USE; SECTION 452 RESTRICTIONS*
148 *GOVERNING USE; and, SECTION 463 RESTRICTIONS GOVERNING USE by clarifying that*
149 *access to each lot shall be via the required street frontage for each district, to be consistent with*
150 *other districts.*

151 Ms. Call explained this amendment is to make each zone consistent with other zones.

152 Vice Chair Sample asked if any member of the Board have further questions or discussion for
153 Amendment #6.

154 Mr. Dever explained all zones will have to take access from the required frontage.

155 Vice Chair opened the hearing to input from the public. None was indicated.

156 **Mr. Williams motioned to move Amendment #6 to the ballot. Mr. Hillsgrove seconded the**
157 **motion. Motion passed unanimously.**

158 ***Planning Board Proposed Amendment #7***

159 Vice Chair Sample read the Amendment into the record.

160 *PLANNING BOARD PROPOSED AMENDMENT #7: To amend ARTICLE 400 ZONING*
161 *DISTRICTS REGULATIONS, by amending SECTION 451 PERMITTED USES by moving the*
162 *“Special Exceptions –Additional Conditions” criteria to its own section by adding SECTION*
163 *453 SPECIAL EXCEPTIONS; and SECTION 462 PERMITTED USES by moving the “Special*
164 *Exceptions –Additional Conditions” criteria to its own section by adding SECTION 464*
165 *SPECIAL EXCEPTIONS, to be consistent with other districts.*

166 Ms. Call explained this amendment is to clean up inconsistencies among the regulations for the
167 zones.

168 Vice Chair Sample asked if any member of the Board have further questions or discussion for
169 Amendment #7. None was indicated.

170 Vice Chair opened the hearing to input from the public. None was indicated.

171 **Mr. Williams motioned to move Amendment #7 to the ballot. Mr. Brown seconded the**
172 **motion. Motion passed unanimously.**

173 Ms. Call asked the Board to reopen public input on Amendment #1 as written input was received

174 **Mr. Williams motioned to open the public input for Amendment #1. Mr. Hoopes seconded**
175 **the motion. Motion passed unanimously.**

176 Ms. Call read the email received from resident Michael Scadler, 22 Courtyard Circle, into the
177 record. She stated Mr. Scadler noted the definition of “owner occupied” is not referenced in the
178 regulations; he stated he sees many single family homes are being purchased for rentals and
179 therefore a business, within a residential zone. Mr. Scadler suggested regulations be based on the
180 number of people instead of bedrooms. Mr. Williams stated the definition of “owner occupied” is
181 within the definitions; he stated a residential use is still going to qualify to be within the
182 residential zone; he stated if an owner is not on site, there must be a contact person located
183 within 30 minutes.

184 Ms. Connolly asked if there are any “grandfathering” rules. Mr. Dever stated that is different but
185 if something is being treated as a business, that is how it will be looked at. It was noted they will
186 be looking at the ordinances for “cabin colonies” next year.

187 Vice Chair Sample closed the public hearing.

188 **2. Approval of the 2023 Town of Alton Planning & Zoning Board of Adjustment Meeting**
189 **Schedule**

190 The Board reviewed the proposed meeting schedule.

191 **Mr. Williams motioned to approve the meeting schedule for 2023. Mr. Hoopes seconded the**
192 **motion. Motion passed unanimously.**

193 **3. Public Hearing Continued from October 18, 2022**

Case #P22-14	Map 5 Lot 72	Excavation Permit Application
Varney Engineering, LLC, Agent for Green Oak Realty Development, LLC, Owner	NH Route 28/ 398 Suncook Valley Road	Rural (RU) Zone

194 Proposal: To continue the existing excavation pit operation.

195 *A continuance for the public hearing was requested to the March 2023 Planning Board*
196 *meeting.*

197 Ms. Call stated Mr. Varney indicated he is still waiting on the Alteration of Terrain Permit;
198 application was submitted on November 1 and Mr. Varney expects a response by March; this
199 will also give them time if NH DES requests more information. She stated Mr. Babb indicated he
200 also needs more time to file and receive a Conditional Use Permit.

201 **Mr. Williams motioned to continue the public hearing to March 21, 2023 meeting. Mr.**
202 **O’Neil seconded the motion. Motion passed unanimously.**

203 **4. Design Review Continued from November 15, 2022**

Case #P22-33	Map 9 Lot 35	Design Review/Major Subdivision
Changing Seasons Engineering, PLLC, Agent for James & Allie Brown, Applicants, and Thomas M. & Nancy C. Moore, Owners	Moore Farm Lane	Rural (RU) Zone

204 Proposal: To subdivide Map 9 Lot 35 into two (2) lots of record. The parent lot would consist
205 of 187.8+/-AC, and the proposed Lot would consist of 5.01AC.

206 *A continuance for the public hearing was requested to the January 17, 2023, Planning Board*
207 *meeting.*

208 Ms. Call stated the continuance was requested to allow extra time to complete the items
209 requested by the Town Engineer; the test pits have been done and reports are pending.

210 **Mr. Williams motioned to continue the public hearing to January 17, 2023 meeting. Mr.**
211 **Hillsgrove seconded the motion. Motion passed unanimously.**

212 **5. Completeness Review of Application and Public Hearing if Application is Accepted as**
213 **Complete**

Case #P22-37	Map 2 Lot 12	Final Major Site Plan Review
Piperdube, LLC, Owner	Suncook Valley Road	Rural (RU) Zone

214 Proposal: To amend the site plan approval of March 15, 2022, by adding two (2) structures to
215 the Self-Storage Facility, utilizing 1,100 s.f. of the Contractor’s Yard.

216 Vice Chair Sample read the public notice into the record. The Board reviewed the application
217 for completeness. Ms. Call noted a request was received from the applicants to obtain the
218 occupancy upon completion of the first two storage units which were approved, without being
219 contingent on the two additional structures being requested. Ms. Call stated that makes this a
220 phased plan and a phased plan request should be submitted at the Design Review phase; she
221 noted the public notice was not noticed that way so then the applicants would need to come back

222 in for a Design Review. She outlined options for moving forward: the applicant can rescind the
223 request; move forward with this plan proposal as requested and at a later date, come back for an
224 amendment to the plans. She stated a lot of work has been done but the regulations require the
225 Design Review due to being a phased plan. Vice Chair Sample noted two buildings were
226 approved and a contractors' yard; he doesn't understand why a phase plan is needed for two
227 additional buildings and suggested all that is needed is a building permit, permission from the
228 Fire Department and approval from the State.

229 Mr. Dube stated when he discussed this with Ms. Call, he understood that this is a new major site
230 plan review, not an amendment. He explained the storm water management plan is done; the
231 approval from the State is final, permits are all set, nothing is changing. He stated he is only
232 looking to get an occupancy permit for the two buildings complete without it being contingent on
233 the second two buildings as they aren't sure if they will end up doing those.

234 Ms. Call explained a letter was received from the project engineers, Northway Plains,
235 authorizing the use of plans for the purposes of an amendment to the approved major site plans.
236 She stated that makes the project "phased" and major site plans require a Design Review take
237 place before a final application comes in.

238 Mr. Dube explained the timeline for getting materials and contractors lined up, so he wants to
239 have the permits and paperwork lined up for the possible future buildings.

240 Ms. Call suggested having the plans updated to reflect the changes. Mr. Williams confirmed
241 nothing done to this point will be in jeopardy and it was agreed to have the engineer contact Ms.
242 Call to move forward. Mr. Williams noted this will be considered a new application so the
243 necessary paperwork will need to be submitted by January 27, 2023.

244 **Other Business:**

245 **OLD BUSINESS**

246 Master Plan Public Hearing scheduled for Tuesday, January 10, 2022, (snow date of Tuesday,
247 January 24, 2022)

248 **NEW BUSINESS**

249 **Approval of Minutes:**

250 Meeting of September 20, 2022- Postponed.

251 Meeting of October 18, 2022 -Postponed.

252 Meeting of November 15, 2022 – Edits were made. **Mr. O'Neil motioned to approve as**
253 **amended. Mr. Williams seconded the motion. Motion passed unanimously.**

254 **Case #P22-35: Matthew & Rebekah Johnson, Map 19 Lot 51-3, Class VI Building Permit**
255 **Request on Rines Road**

256 The Board reviewed the request. It was noted that per the Fire Department, up to 900 feet of the
257 road is considered Class VI, up to the bridge; a memo is being sent to the Board of Selectmen to
258 see if they will add the last 150 feet to be considered a Class V road as it is plowed and
259 maintained by the highway department.

260 **Mr. Hoopes motioned to recommend to the Board of Selectmen to extend the last 150 feet**
261 **to be considered a Class V road as it is plowed and maintained by the highway department.**
262 **Mr. Williams seconded the motion. Motion passed unanimously.**

263 **Case #P22-36: Matthew Sizemore, Map 25 Lots 12 & 13, Voluntary Lot Merger of Pre-**
264 **Existing Lots on Baxter Place (Case has been continued in order to obtain a Variance for lot**
265 **size and potentially road/street frontage)**

266 Ms. Call stated the applicants need to obtain a variance and she isn't sure that will occur.

267 **Correspondence for the Board's review/discussion/action:**

268 **a. Case #P04-21: Final Road Approval/Chestnut Cove Subdivision, Ridge Road, Map 15 Lot**
269 **15 (Continued from November 15, 2022)**

270 The Board reviewed and discussed the bond requirement for the subdivision roads. Ms. Call
271 explained the Plan Review is lengthy, a lot of research was done and the original approval was in
272 granted April 2004. She noted there are recommendations from the Town Engineer and Public
273 Works Director; she noted a Site Walk was conducted at one time and it was noted there was a
274 very steep place on the road and recommendations were made at that time to correct the
275 problems, but the "As Built" doesn't reflect the changes and recommended the Board request an
276 amendment to the As Built take place to ensure the file is correct. Ms. Call stated the Board also
277 needs to determine whether a road bond will be required in accordance with the regulations. Mr.
278 Williams asked if the top layer of asphalt has been completed. Ms. Call confirmed it has.

279 Mr. Williams stated they need to look back at whether the bond was initially required. Ms. Call
280 explained the bond requirements and regulations of 2012; she explained the history of the
281 development and the roads, noting it is now the responsibility of the property owners for
282 completing the roads. Mr. Williams stated its been an ongoing issue but they need to get
283 certificates of insurance and bonding from engineers as there have been many problems resulting
284 from the designs in this development. Ms. Call explained it will be up to the Board to enforce the
285 regulations and require a bond or they can waive the requirement due to the hardship of property
286 owners being given the responsibility for the whole project because a developer walked away
287 from the project.

288 The Board reviewed the specifics of the road requirements. Mr. Williams stated he doesn't agree
289 with the suggested bond amount. The Board agreed it is an unreasonable burden to the property
290 owners.

291 **Mr. Hoopes motioned to waive the regulations as it's a settled case and its an exceptional**
292 **case and many errors occurred. Mr. O'Neil seconded the motion. Discussion:** There was
293 discussion whether this will set precedent. Mr. Hoopes stated there is a time factor with this case,
294 there were four different planners in the subdivision and a case that has been handled by
295 residents, work has been done to get the road done and its time to recognize that there is some
296 blame with the town with the handling of the case. It was noted the plans were not correct, the
297 engineering was faulty and there were problems with the work completed. Mr. O'Neil stated he
298 is sympathetic to the residents but doesn't want to set a precedent. Ms. Call stated she agrees but
299 there was a time when there wasn't enough security placed on the project.

300 **Mr. Hoopes withdrew his motion.**

301 Mr. Williams suggested opening the discussion to public input.

302 Vice Chair Sample opened the discussion to public input.

303 Pat Torriero, resident, stated she has been dealing with this since 2014, working with many
304 planners and contractors; she stated when she purchased the property, she was not informed the
305 property owners would be liable for the road. She stated the road has been completed and 9
306 property owners are ready for the Town to take over the road; she noted the Town also owns
307 frontage on the road. Ms. Torriero stated a homeowner's association was supposed to be setup
308 but it was never enacted; there is only one homeowner who doesn't contribute towards the costs
309 of the road at this point. She stated \$38,000 is a lot to be divided between 8 families; she stated it
310 will be a hardship and asked that the Board vote to get this ended. Ms. Call explained the paving
311 of the road was paid for by the original bond. Mr. Williams noted the subdivision regulations
312 require the homeowners association so they need to move forward with getting that set up as
313 well. Ms. Torriero stated that would be a financial hardship to get rid of the old one and reinstate
314 a new one, noting many members of the existing association are deceased or in prison. Mr.
315 Williams stated another association needs to be put in place to take care of the roadsides and
316 trees.

317 Mr. Williams stated he would be recusing from any vote by the Board for personal and business
318 reasons.

319 **Mr. Hoopes motioned to waive the fee on the bond and send it forward to be approved by**
320 **the Board of Selectmen. Mr. O'Neil seconded the motion. Roll Call Vote: Mr. O'Neil – aye;**
321 **Mr. Hoopes – aye; Mr. Sample – aye; Mr. Brown – no; Mr. Hillsgrove – no. Motion failed,**
322 **3-2-1. Mr. Williams abstained.**

323 Mr. Williams explained how a bond works; he suggested the homeowners get together to get a
324 bank letter of credit; he stated a balance in an account needs to be maintained for 18 months and
325 at that point the Town could choose to call on the features of the bond or not. Ms. Call stated if
326 the Board of Selectmen take over the road, the bond becomes invalid. She noted there is roughly
327 \$2,000 left over in the escrow account but no invoice has been received from the attorney. Mr.
328 Williams also explained a new association doesn't need to be created as members can just be
329 changed for the existing one. Ms. Call stated it shouldn't cost anything either; she stated a deed

330 is considered proof of membership in the association; they need to have a meeting, elect officers
331 and set up a bank account.

332 **Mr. Hoopes motioned to reduce the maintenance bond estimate from \$38,000 to specifically**
333 **being the binder and top courses with a 10% construction cost of \$8,100 that the**
334 **homeowners association needs to cover for the roadway maintenance. Mr. Sample**
335 **seconded the motion. Roll Call Vote: Mr. O’Neil – aye; Mr. Sample -aye; Mr. Brown – no.**
336 **Motion failed, 2-1-2.**

337 Mr. Hillsgrove and Mr. Williams abstained.

338 Vice Chair Sample opened the discussion to input from the public.

339 Aaron Haan, resident, stated he supports this going to the Board of Selectmen.

340 **Mr. Hoopes motioned that after due hearing, the Alton Planning Board hereby**
341 **recommends forwarding to the Board of Selectmen, the following conditions:**

- 342 • **Submission of the updated As Built Plans.**
- 343 • **A homeowner’s association is enacted.**
- 344 • **Schedule an association meeting.**
- 345 • **Submit a security of \$8,100.**

346 **Mr. O’Neil seconded the motion. Motion passed unanimously.**

347 **Correspondence for the Board's information:**

348 a) *Letter dated November 29, 2022, from NHDES, re: Alton – Public Water System for*
349 *Meadow Lark Holdings, LLC/Roberts Knoll Campground*

350 Ms. Call stated Mr. Dever is working on this issue along with the New Hampshire Department of
351 Environmental Services.

352 b) *Memo dated December 6, 2022, from Jessica A. Call, Town Planner, re: John*
353 *Jeddrey/Contractor’s Yard*

354 Ms. Call stated she has been in contact with Mr. Jeddrey and the surveyor will be contacted for
355 plans.

356 **Any Other Business to Come Before the Board**

357 Appointment of alternate, Mark Manning.

358 **Mr. Williams motioned to appoint Mark Manning as a member of the Planning Board. Mr.**
359 **O’Neil seconded. Motion passed unanimously.**

360 **Public Input on Non-Case Specific Planning Issues**

361 **Mr. Hoopes motioned to adjourn. Mr. Williams seconded the motion. Motion passed**
362 **unanimously.**

363
364 The meeting was adjourned at 9:18PM.

365
366 Respectfully Submitted,

367 *Jennifer Riel*

368 Jennifer Riel, Recording Secretary

369

APPROVED