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## PLANNING BOARD

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### BOARD MEMBERS:

DAVID GOODWIN, CHAIRMAN  
CHRISTOPHER ROY, VICE CHAIRMAN  
FAITH PLUMMER  
VICTOR F. KIRMES  
RITA PERRON  
PATRICK LAWLER  
VACANCY

### Minutes of Planning Board Meeting 24 November 2014

**Call to Order:** The regular meeting of the Town of Hollis Planning Board was called to order at 7:02 PM on Monday, November 24, 2014 at the Hollis Community Building by Chairman David Goodwin.

**Roll Call:** David Goodwin, Christopher Roy, Victor Kirmes, Faith Plummer, CEO Peter Gordon.

**Review of Minutes:** Minutes of the October 27 meeting were discussed and approved as presented, 3 yes with one abstaining.

**Correspondence:** Members received copies of a draft of the Planning Board's annual report to be published in the annual town report in June. With no changes recommended tonight, the report will now be forwarded to the Town Clerk.

**CEO Report:** Mr. Gordon gave an update on the Station House. The septic system has been repaired, and the restaurant has passed inspection by the State Fire Marshall, so they are planning to reopen.

Mr. Gordon reported that the fishway in Bar Mills will be repaired to better allow endangered salmon to move upstream to spawn. The project will require oversight by state and federal agencies as well as a use permit and public hearing in Hollis. Plans will have to include potential impact on abutters during construction as well as recreation access to the river. Members will be provided further information as it becomes available.

**Old Business:** Proposed changes to Zoning Ordinance regarding "home occupation" definition. Changes will be required in the "Definitions" section, the Use Table, and the Performance Standards. Discussion of changes to require a use permit or conditional use permit for any business to be located in an accessory building, as opposed to a home office located wholly within the residence. Every use on a property would require sufficient bulk and space. Suggested wording will be considered at future Planning Board meetings.

**New Business:**

Mr. Roy noted that some of the issues with proposed home occupations concern noise levels, hours of operation, traffic, parking, loitering, and external lighting washing over into neighboring residences. He suggested that the Planning Board look into creating a simple, straightforward nuisance ordinance to address such issues.

Mr. Roy also stated that more and more individuals and families are looking into creating home occupations of various kinds, and the town can help encourage such small business by having clear ordinances as guidelines. Mr. Goodwin, Mr. Roy, and Mr. Gordon will work together to create a list of ordinances that need attention by the Board, to present at future meetings.

The secretary reported that a subdivision application will be forthcoming from BH2M, to be located on Route 202 near Sara Vaughn Road. When the time arrives to look at maps to identify the subdivision's abutters, Mr. Kirmes and Mr. Roy asked to work with Mr. Goodwin on this project.

Mr. Goodwin asked the CEO to report to the Planning Board in January regarding the borrow pit on Cape Road, to be sure it is meeting all conditions imposed by the Board at the time of its approval.

**Public Comment:** None

**Next Meeting:** The next regular Planning Board meeting will be Monday, December 8, at 7:00 PM, to include updates on proposed ordinance changes, as well as review of sketch plans for proposed subdivision.

**Adjourn:** The meeting was adjourned at 7:55 PM.

Minutes Submitted by Martha Turner, Secretary

Approved 12-8-14