



PLANNING BOARD

Paul Mattor, Chair
Don Roth Jr, Vice Chair
Heather Sullivan
Tom Witkowski
Gregg McPherson
Seth Davis
Stephen Stark

Minutes of Planning Board Meeting 8 February 2023

Members Present: Paul Mattor, Chair; Don Roth Jr, Vice Chair; Gregg McPherson, Heather Sullivan, Seth Davis

Call to Order: With a quorum present, the meeting was called to order by Chair Paul Mattor at 7:00 PM.

Minutes: Motion was made and seconded to approve the minutes of 14 December 2022 as presented. Motion carried 5-0

Motion was made and seconded to approve site walk minutes of 22 December 2022 as presented. Motion carried 5-0.

Correspondence: None

Reports: Board of Selectmen thanks the applicants and the Planning Board members for their patience during the time lapse of projects and administrative support.

New Business: #2022-4247 Noble Ridge Subdivision Amendment – a simple amendment to the plan with lot line changes. The application is missing a letter of authorization to act on behalf of the owner. Lot 2 has a new construction residence built outside the building envelope causing a lot line move closer to lot 3. Lot 3 will still meet town requirements. Hannah Bonine, SMPDC recommends the amendment to correct the error. Motion made and seconded to waive the site inspection. Motion carried 5-0. Motion made and seconded to waive a public hearing. Motion carried 5-0. Ahead of next meeting a letter of authorization from owner, previous conditions of approval were not recorded to the final plan so they need to go onto this plan as a final plan showing all conditions of approval and authorizations. Noble Ridge postponed to next meeting pending final plans and FOF.

Old Business: #2022-4253 Brook Hollow Subdivision Sketch Plan Review. Paul Mattor, Chair stated a vote was missed at the sketch plan review stage. Motion made and seconded to approve sketch plan of Brook Hollow Subdivision. Motion carried 5-0. Brook Hollow is now before them this evening for Preliminary Plan approval. 10 January 2023 revision letter received, well drillers report received, 100 year geologic, Declaration of Covenants & HOA By Laws being worked on and the cost estimate has been submitted. Memo from Jay Stephens read for the record, BH2M will take it back and review for potential changes. Chief Young has concerns regarding the hammerhead, be sure it is independent of any driveways. Road Commissioner input that the road needs to be built to standards with inspections during construction. **Inspections of road during construction as a condition of approval.** Bonding & surety to be discussed at final stage. Board looking for a draft of conditions of approval and the project will remain at the Preliminary stage pending design changes and postponed to next meeting.

#2022-4255 Hillside Estates – applicant emailed requesting to postpone to the next meeting.

Zoning Map Interpretation: Initial zoning map dating back to 2015 is noted as DRAFT. Research has found no approved zoning map for Hollis. June 13, 2007 there was a big zone change which came on the heels of the Comprehensive Plan. Current tax maps were used to fill in the missing gaps. This is an interpretation of the only known certified map, there are NO zoning changes. The purpose is to officially adopt a zoning map. It is important to note that through the whole process there was no precedence set. Motion made and seconded to schedule a public hearing on March 8, 2023. Motion carried 5-0. The draft map is hanging on the wall in the Code Enforcement wall for anyone wishing to see it. Upon adoption the zoning table will be updated to reflect the correct map interpretation.

Public Comment:

Long Range Planning:

Plan for Next Meeting:

Adjourn:

Minutes submitted by Angela Chute, Admin. Asst.

Approved by Planning Board April 12, 2023