

**TOWN OF HOLDERNESS**  
**Planning Board**  
**Meeting Minutes: June 19, 2018**

B. Snelling called the meeting to order at 6:31PM.

**ROLL CALL OF MEMBERS:**

Members Present: Bob Snelling, Chairman, Carl Lehner, Vice Chairman, Louis Pare, Member, Angi Francesco, Member

Members Not Present: Donna Bunnell, Member, Ron Huntoon, Member, Woodie Laverack, Ex Officio

Staff Present: M. Capone, Town Administrator

Others Present: Dave Moore

**APPROVAL OF MINUTES:** The Draft minutes of May 15, 2018 were reviewed.

Motion: "to accept the minutes as presented"

Motion: R. Snelling

Second: C. Lehner

Discussion: None

Motion Passes 4-yes 0-no

**NEW APPLICATIONS:** None

**CONTINUED APPLICATIONS:** None

**OTHER BUSINESS: Voluntary Lot Merger:** Map 228Lots 008-000,008-002 and 008-003

B. Snelling explained the process of a voluntary lot merger and signed the notarized application on behalf of the Board.

**Conceptual Consultation:** Dave Moore, Squam Lakeside Farm – B. Snelling noted that this was an informal discussion with no binding commitment from the Planning Board.

Mr. Moore indicated that he was looking to convert the existing ice cream parlor and restaurant into apartments. There are currently two apartments in the building and he is hoping to add up to six more.

The size of his lot is approximately 5 acres. He noted that there would be two parking spaces required for each apartment. He would also want to have an office space in the building. He mentioned that some review of the septic requirements might be required.

He asked if the Board members had any thoughts on developing the lot.

A. Francesco asked if the lot was separate from the campground. Mr. Moore indicated that it was. It was further clarified that the lot was considered to be separate for purposes of the condo association, but not a physically separate lot.

R. Snelling noted that the Board would need to see a plan for the septic, parking, lighting and signage. There would also need to be a separate fenced waste disposal area.

Mr. Moore indicated there were two bear proof dumpsters already on the site.

A. Francesco commented that the Board would want to look at the condominium rules for residency. Mr. Moore noted his intention would be that the apartments not be subject to residency restrictions.

R. Snelling asked if they would be full time rentals. Mr. Moore replied yes. He hoped to have eight including the two that are already there.

C. Lehner asked if the existing building would be used. Mr. Moore replied yes, the apartments would replace the restaurant and ice cream parlor.

R. Snelling indicated that a waiver could be used to limit the discussion to the portion of the lot impacted by the use.

L. Pare asked about the number of bedrooms for each apartment. Mr. Moore thought there might be a mix of 1, 2 and 3-bedroom units.

R. Snelling suggested that once Mr. Moore was further along in his planning stage he could come back for an additional consultation.

Mr. Moore thanked the Board for their time.

**Natural Resource Chapter Update:** A. Francesco provide an update on the process noting that a final draft had been prepared and distributed to both the Planning Board and the Conservation Commission. This Chapter was a total rewrite from the original. The Sub-Committee was looking for feedback from both the Board and Commission with regard to not only the content, but also recommendations on action items to come from the discussion in the chapter.

R. Snelling commented that the sub-committee had done an excellent job on the draft and he asked all of the members to take the time to give the document a thorough review. He asked that they provide comments on the draft to the Town Administrator one week prior to the July meeting so they can be organized for a discussion at that meeting.

**PSU Electronic sign:** M. Capone mentioned that he had provided Dave Gyger with a copy of the section of the zoning ordinance pertaining to signs for the university to use as a reference. He had no word on when they might come before the Board.

**Average Height Calculation:** There was a discussion among the Board members with regard to section 400.9 of the Zoning Ordinance pertaining to building height. There was general agreement that the height should be calculated based on the average ground level of the lot.

**Pemi River Heights:** The Town Administrator informed the Board that he had been contacted by a representative for this project which was conditionally approved by the Board in August of 2015. The representative indicated that they were told by the land use administrator at the time that they would have up to three years to pull a permit to start the project. In researching this, the Town Administrator noted the Site Plan regulations which were contrary to this interpretation indicating that a conditional approval would lapse if the conditions imposed were not met within six months of the approval. The members present were of the opinion that the applicant would have to resubmit an application for review by the Board.

**Other Business:** The Town Administrator noted that presently, there were no applications for consideration at the next meeting. He did note that he had been approached with regard to two possible applications, but he had not received them as yet.

NEXT MEETING: TUESDAY, JULY 17,2018 beginning at 6:30PM

ADJOURNMENT: At 7:18PM the following motion was made:

MOTION: "To adjourn."

Motion: R. Snelling

Second: C. Lehner

Discussion: None

Motion Passes: 4 - Yes, 0 - No

Respectfully Submitted,

Michael Capone  
Town Administrator