

FINAL

LEBANON PLANNING BOARD
Regular Session
Monday, December 11, 2023, 6:30 PM
Council Chambers, City Hall
or Remote Via Microsoft Teams
LebanonNH.gov/Live

MEMBERS PRESENT: Matthew Hall (Chair), Jeremy Rutter (Vice Chair), Richard Ford Burley, Andrew Faunce, Patrick Kennelly, Kathie Romano-Remote

MEMBERS ABSENT: Karen Zook (City Council Rep), Laurel Stavis

STAFF PRESENT: Tim Corwin (Deputy Planning Director), Brian Vincent (City Engineer), Shaun Mulholland (City Manager)

1. Call to Order

Chair Hall called the meeting to order at 6:30 PM.

Mr. Corwin provided the meeting directions.

- A. To participate in this meeting, please [join live via Microsoft Teams](#) or call 929-229-5356 (access code: 743 709 135#). If you have trouble accessing this meeting, please [email tim.corwin@lebanonnh.gov](mailto:tim.corwin@lebanonnh.gov).

2. Study Items

- A. Presentation by City Manager re: City Ethics Policy

Manager Mulholland introduced and reviewed the details, procedures, and definitions of the City Ethics Policy as it applies to the Planning Board.

3. Notice of Regional Impact

City of Lebanon (applicant), Mary Hitchcock Memorial Hospital (property owner), 1 Medical Center Drive (Tax Map 10, Lot 8), zoned MC: Request for Site Plan Review to install a water system interconnection and a water booster pump station. **PB2024-01-SPR**

Edwards Properties, LLC, 99 Heater Road (Tax Map 78, Lot 41), zoned IND-L: Request for a Conditional Use Permit pursuant to Article III, Section 303.2 and 302.4 of the Zoning Ordinance for a proposed office use. **PB2024-02-CUP**

Pike Industries, Inc, 335 Plainfield Road (Tax Map 157, Lot 5), zoned IND-H: Request for a Site Plan amendment and a Conditional Use Permit pursuant to Article III, Section 304.2 of the Zoning Ordinance to expand the existing asphalt plant with installation of additional storage tanks and associated site work. **PB2024-03-CUPSPR**

Lebanon Opera House (applicant), City of Lebanon (property owner), 51 North Park Street (Tax Map 91, Lot 246), zoned LD: Request for Site Plan Review for proposed exterior building

lighting. **PB2024-04-SPR**

Mr. Corwin stated that none of the applications above has the potential for regional impact.

A MOTION by Jeremy Rutter that the above applications do not have the potential for regional impact. The motion was seconded by Mr. Kennelly.

Roll Call Vote:

Voting in Favor – Mr. Faunce, Mr. Kennelly, Mr. Hall, Mr. Rutter, Mr. Ford Burley, Ms. Romano

Voting Against - None

****The MOTION was approved (6-0).***

4. Public Hearing Items

- A. **LVM Residential, LLC, 1 Foundry Street, 25 & 43 Mechanic Street (Tax Map 91, Lots 263 & 267 & 106-34) zoned LD:** Pursuant to Section 9.1 of the Site Plan Review Regulations, applicant requests a modification to a previously approved Site Plan (PB2022-36-SPR) for a phased, 196-unit multi-family complex. Applicant proposes to reduce the number of dwelling units to 183 and to revise the building site configuration, together with related modifications to parking, utilities, landscaping, access, and other site improvements. Applicant also requests a Conditional Use Permit pursuant to Section 607.5.A of the Zoning Ordinance to allow off-lot parking at 43 Mechanic Street for the benefit of 1 Foundry Street. **PB2023-38-SPA - Continued from November 13, 2023**

Mr. Corwin stated that the applicant created a chart of the revisions to the original plan set for the Board members.

Chair Hall suggested that the applicant state which changes are substantial and those that are less significant.

Property Owner John Livadas, Nik Fiore of Engineering Ventures, and Ruthie Kuhlman and Eric Robinson of RODE Architects appeared in support of the application.

Mr. Fiore stated that the significant changes relate to 43 Mechanic Street, the back half of which has been demolished. The existing garage will stay, and two apartments will be created. There is a small increase in the setback of 25 Mechanic Street. There was a minor change to the parking.

Chair Hall invited comment from the Board members.

Mr. Ford Burley inquired if the parking would be assigned. Mr. Fiore stated that it would.

Mr. Corwin inquired about the new setback for Building 25. Ms. Kuhlman stated that it is 15 feet. Mr. Corwin stated that the conditions of approval were updated, but there may need to be changes based upon the new project details. Mr. Corwin read the proposed conditions of approval.

Chair Hall inquired about the 45-day timeframe. Mr. Corwin stated that this is a suggested timeframe for plan set revisions. Mr. Fiore stated that it was an adequate amount of time. Ms. Kuhlman stated that no further changes would be coming.

Ms. Romano inquired about the difference in elevation related to Building 3 and the retaining wall for stormwater. Mr. Fiore stated that the plan is remaining the same with a slight shift in the parking spaces to accommodate the change.

Chair Hall invited public comment. There was none.

Chair Hall suggested discussing the Conditional Use Permit. Mr. Corwin stated that the conditions express the Staff comments.

The following was read into the record by Jeremy Rutter:

On November 13, 2023, and December 11, 2023, at duly-noticed meetings of the Lebanon Planning Board, there appeared Jon Livadas and Nik Fiore, PE, on behalf of LWM Residential LLC, regarding 1 Foundry Street (Tax Map 91, Lot 263) and 43 Mechanic Street (Tax Map 106, Lot 34), zoned LD, requesting a Conditional Use Permit pursuant to Section 607.5.A of the Zoning Ordinance to allow off-lot parking at 43 Mechanic Street for the benefit of the proposed multi-family complex at 1 Foundry Street. PB2023-38-SPA

I. FINDINGS OF FACT

Based on testimony given, application materials presented, and supporting documents submitted, the Planning Board makes the following findings of fact:

1. On October 24, 2022, the applicant obtained site plan approval to redevelop the properties with a multi-building, 196-unit multi-family complex named the “Lebanon Woolen Mill” (PB2022-36-SPR).
2. On October 9, 2023, the applicant submitted an application to amend the October 24, 2022 site plan approval. Per the proposed amendment, the existing multi-family dwelling at 43 Mechanic Street will be converted to a two-family dwelling, and the balance of the property will be utilized as a parking lot for the 1 Foundry Street dwelling units.
3. There is no minimum number of parking spaces required in the LD District. Rather, per Section 607.4 of the Zoning Ordinance, parking requirements are determined by the Planning Board through Site Plan Review.
4. Normally, parking shall be located on the same lot as the use for which the parking is provided. However, Section 607.5 of the Zoning Ordinance allows parking areas to serve off-site uses by Conditional Use Permit in accordance with the requirements of Section 607.5 (“Off-Lot Parking”).
5. Pursuant to the applicant’s proposed site plan amendment, a total of 215 parking spaces will be provided, of which 30 spaces will be located at 43 Mechanic Street, including 4 parking spaces reserved for the two-family dwelling use.
6. Pursuant to Section 607.5 of the Zoning Ordinance, the applicant requests a Conditional Use Permit to utilize 26 parking spaces at 43 Mechanic Street to help meet the parking needs for the proposed multi-family complex at 1 Foundry Street.
7. In order to grant the requested Conditional Use Permit, the Board must find the applicant’s proposal satisfies the requirements of Section 607.5.A, which are in lieu of demonstrating

compliance with the Enhanced Performance Standards set forth in Section 302.4.D of the Zoning Ordinance.

8. No one other than the applicant's representatives spoke at the public hearing regarding the requested Conditional Use Permit.

II. CONCLUSIONS OF LAW

As a result of the above findings of fact and based on testimony given, application materials presented, and supporting documents submitted, the Planning Board concludes the following with respect to the criteria set forth in §607.5.A of the Zoning Ordinance:

1. The minimum number of required off-street parking spaces as calculated per Section 607.4 **CANNOT** feasibly be accommodated on-site (§607.5.A.1)
2. The off-lot uses to be served are allowed uses in the zoning district in which the off-lot parking areas will be located. (§607.5.A.2)
3. The off-lot parking areas **ARE** in an appropriate location for the uses served by the parking and will not be detrimental to abutting properties. (§607.5.A.3)
4. Such parking arrangements **WILL BE** either permanently deeded and recorded or conveyed by an irrevocable 99-year lease or some other legal instrument, acceptable to an attorney representing the City, that will ensure that such parking arrangement will remain as long as the need exists. (§607.5.A.4)
5. The off-lot parking **WILL NOT** constitute a hazard to traffic or pedestrians. (§607.5.A.5)

III. DECISION

Now therefore be it resolved, the Planning Board, on this **11th day of December, 2023**, hereby **GRANTS** the request of LWM Residential LLC for a Conditional Use Permit per Section 607.5.A, as set forth above and per testimony, plans, and materials submitted, and per the following condition:

1. The applicant shall provide the Planning and Development Department with appropriate documentation in accordance with Section 607.5.A.4 of the Zoning Ordinance to ensure that the off-lot parking arrangement at 43 Mechanic Street for the benefit of 1 Foundry Street will remain for as long as the need exists.

The motion was seconded by Richard Ford Burley.

Mr. Ford Burley requested clarification of Law #1. Mr. Corwin stated that Section 607.5.A has five criteria for evaluating a Conditional Use Permit to allow offsite parking. The required parking is determined by the Planning Board, which could require more, but if the number can't be accommodated onsite, an off-lot site is necessary.

Roll Call Vote:

Voting in Favor – Mr. Faunce, Mr. Kennelly, Mr. Hall, Mr. Rutter, Mr. Ford Burley, Ms. Romano

Voting Against - None

****The MOTION was approved (6-0).***

Chair Hall invited additional comment.

Mr. Corwin supplied an additional condition of approval for the off-site parking Conditional Use Permit.

Chair Hall closed the Public Hearing.

A MOTION by Richard Ford Burley that the Lebanon Planning Board **APPROVE** the application of LWM Residential, LLC, PB2023-38-SPA, for a modification pursuant to Section 9.1 of the Site Plan Review Regulations to a previously approved Site Plan (PB2022-36-SPR) for a phased, 196-unit multi-family complex at 1 Foundry Street (Tax Map 91, Lot 263) and 43 Mechanic Street (Tax Map 106, Lot 34), zoned LD. Applicant proposes to reduce the number of dwelling units to 183 and to revise the building site configuration, together with related modifications to parking, utilities, landscaping, access, and other site improvements, as set forth on a plan set titled, “Lebanon Woolen Mill,” prepared by RODE Architects, dated October 17, 2022, last revised December 6, 2023, EV Project: 22122 (38 sheets), and including any and all submissions and testimony provided for and during the public hearing.

In support of its decision, the Board finds that the applicant has submitted plans, testimony, technical data, information, reports, and studies – variously prepared by a professional civil engineer, professional traffic engineer, licensed land surveyor, an architect, and a licensed landscape architect – that together satisfactorily demonstrate compliance with the applicable requirements of the Site Plan Review Regulations, except as may reasonably be addressed through the imposition of certain conditions of approval, set forth below.

This approval is subject to the following conditions:

1. The applicant shall satisfy and comply with the Planning Board Notice of Action for PB2022-36-SPR, dated October 24, 2022, and all conditions of approval thereof except as may be superseded by the conditions below.
2. Within 45 days of the Planning Board’s approval, the applicant shall prepare a full and complete revised plan set consistent with the “SUMMARY OF SUBMISSIONS TO CITY FOR SITE PLAN PERMIT REVIEW APPLICATION” document submitted at the December 11th hearing. The revised plan set shall:
 - a. Address the comments set forth in the letter dated November 3, 2023, from Steve Keach, PE, of Keach-Nordstrom Associates, Inc., to the satisfaction of the Reviewing Engineer. The applicant shall submit a cover letter that corresponds to the Keach comment letter and describe in detail how each item was addressed.
 - b. Address the required changes set forth in Condition of Approval #5 below. The applicant shall be responsible for the Reviewing Engineer’s fees in accordance with Section 4.7.E.1 of the Site Plan Review Regulations. Any substantive changes to the approved site plan that result from the additional changes outlined in the “SUMMARY OF SUBMISSIONS TO CITY FOR SITE PLAN PERMIT REVIEW APPLICATION” document and/or that result from the applicant’s response to the Reviewing Engineer’s comments shall require review and approval by the Planning Board.
3. Within 45 days of the Planning Board’s approval, the applicant shall address comments set forth in the memo dated November 13, 2023, from Duane Egner, Lebanon Fire Inspector, to the satisfaction of the Fire Department. Any substantive changes to the approved site plan that result from applicant’s response to the Fire Department’s comments shall require review and approval by the Planning Board.

4. Within 45 days of the Planning Board's approval, the applicant shall submit the Emergency Vehicle Turning Analysis, prepared by Engineering Ventures, dated December 6, 2023, to the Lebanon Fire Department for review and approval.
5. Within 45 days of the Planning Board's approval, the applicant shall make the following revisions to the plan set to the satisfaction of the Planning and Development Department and the Reviewing Engineer:
 - a. Any changes made pursuant to Conditions of Approval #2 and #3 above.
 - b. Add in all plan sheets from the approved plan set that were excluded from the plan set dated last revised December 6, 2023, and update Table of Contents and pagination.
 - c. Remove out-of-date illustrative plan from plan set and update the Table of Contents and pagination.
 - d. Revise the date of the plan set to August 15, 2022, to match the original approved plan, and provide all subsequent revision dates and descriptions thereof (5.1.E.4.d).
 - e. Identify the parking spaces at 43 Mechanic Street that will be reserved for use by 1 Foundry Street.
 - f. Correct the sewer plan and profile pagination in the Table of Contents.

The applicant shall provide the Planning and Development Department with one (1) full size copy of the revised plan set, and a digital copy of the revised plan set saved in a PDF-A format for archival purposes.

6. Condition #19 set forth in the Planning Board Notice of Action for PB2022-36-SPR, dated October 24, 2022, is hereby stricken and replaced with the following:

Pursuant to Section 4.9 of the Site Plan Review Regulations, the project may be constructed in phases per the phasing plan submitted for PB2023-38-SPA and per the conditions of approval set forth in the Planning Board Notice of Action for PB2022-36-SPR, dated October 24, 2022, and as set forth above.

7. Prior to the issuance of a Certificate of Occupancy, the applicant shall demonstrate compliance with the conditions of approval for the off-lot parking Conditional Use Permit.

The motion was seconded by Patrick Kennelly.

Roll Call Vote:

Voting in Favor – Mr. Faunce, Mr. Kennelly, Mr. Hall, Mr. Rutter, Mr. Ford Burley, Ms. Romano

Voting Against - None

****The MOTION was approved (6-0).***

- B. **Brady Sullivan Prospect Hill, LLC, 0 Prospect Street (Tax Map 108, Lot 2), zoned R-3:** Request per Section 7.13.F of the Subdivision Regulations to amend the Prospect Hill Phase 2 phasing plan to extend the time to achieve active and substantial development of Phase 2A, which was required to have been completed by November 15, 2023, pursuant to the phasing plan approved on December 13, 2021 (PB2021-37-FMAJA). **PB2023-42-EXT**

Mr. Corwin stated that the application is complete enough for the Planning Board to accept jurisdiction and commence review.

A MOTION by Jeremy Rutter that the application of Brady Sullivan Prospect Hill, LLC, 0 Prospect Street (Tax Map 108, Lot 2), zoned R-3, is complete enough for the Planning Board to accept jurisdiction and commence review.

The motion was seconded by Patrick Kennelly.

Roll Call Vote:

Voting in Favor – Mr. Faunce, Mr. Kennelly, Mr. Hall, Mr. Rutter, Mr. Ford Burley, Ms. Romano

Voting Against - None

****The MOTION was approved (6-0).***

Jon Rokeh, PE, of Rokeh Consulting, LLC, appeared in support of the application.

Mr. Rokeh provided the background for the request. There was a delay in finding a contractor, and there is now a contractor. The project has been going smoothly except for a large amount of ledge on the site. Mr. Rokeh described the progress to date. The utilities are not in place due to the need for blasting, which is now complete. The utilities will be completed now, and the permits will be pulled for the houses. A drone video was shown to provide a view of the progress to date. Some of the work for the next phase is ahead of active and substantial, but a portion of Phase 2A took longer due to the amount of blasting required. The sixteen houses should be completed by June of 2024.

Mr. Corwin noted that Staff comments were in the Staff Memo. Mr. Vincent noted that the only issue is with the definition of active and substantial completion, but there is good intent and active work. Mr. Rutter inquired about the ledge issue. Mr. Rokeh stated that the original estimate of ledge and the amount blasted was insufficient. Maine Blasting will be completing the blasting.

Ms. Romano inquired about the plan to rent the houses in Phase Two. Mr. Rokeh stated that Brady Sullivan will retain ownership of the homes and there will be zero lot lines.

Chair Hall invited Public Comment. There was none.

Chair Hall closed the Public Hearing.

A MOTION by Jeremy Rutter that the Lebanon Planning Board **APPROVE** the application of Brady Sullivan Prospect Hill, LLC, PB2023-42-EXT, for a request per Section 7.13.F of the Subdivision Regulations to amend the Prospect Hill Phase 2 phasing plan to extend the time to achieve active and substantial development of Phase 2A, which was required to have been completed by November 15, 2023, pursuant to the phasing plan approved on December 13, 2021 (PB2021-37-FMAJA). PB2023-42-EXT

In support of its decision, the Board finds that:

1. The applicant **HAS** submitted a complete and timely request for an extension pursuant to Section 7.13.C of the Subdivision Regulations;
2. Per Section 7.12.D of the Subdivision Regulations, the applicant **HAS** demonstrated that an extension is warranted, considering the totality of the circumstances, including the extent and complexity of the conditions precedent, the extent of the progress made by the Applicant toward satisfying the conditions-precedent and/or starting construction, and whether the need for more time is attributable to unusual circumstances beyond the control of the Applicant rather than to the Applicant's neglect or failure to proceed with reasonable promptness.

The applicant is making considerable progress, but conditions on the ground (i.e. ledge) have proved challenging and finding capable and available contractors has likewise proved difficult.

This approval is subject to the following conditions:

1. The applicant shall comply with all applicable conditions of the Planning Board's prior Notices of Action for the Prospect Hills development, including but not limited to, the Notice of Action dated November 14, 2016 (PB2016-22-EXT-FMAJ) and the Notice of Action dated December 13, 2021 (PB2021-02-EXT & PB2023-37-FMAJA) and all conditions of approval thereof except for as superseded by condition #2 below.
2. Condition of Approval #3 as set forth in the 12/13/21 Notice of Action for PB2021-02-EXT & PB2023-37-FMAJA is hereby stricken and replaced with the following: With respect to the **Phase 2A** site improvements, the applicant shall be required to (a) achieve Active and Substantial Development or Building, as defined in Section 14.1.B.1 of the Subdivision Regulations, by *May 31, 2024*; and (b) achieve Substantial Completion, as defined in Section 14.1.B.2, by *November 15, 2026*.

The motion was seconded by Andrew Faunce.

Roll Call Vote:

Voting in Favor – Mr. Faunce, Mr. Kennelly, Mr. Hall, Mr. Rutter, Mr. Ford Burley, Ms. Romano

Voting Against - None

****The MOTION was approved (6-0).***

5. Other Business

- A. Advance Transit Request for Disbursement of Funds from the Transportation Demand Management (TDM) Fund

Mr. Corwin provided background information from 2002 for the establishment of a fund, and those funds have been drawn down. A handout was provided for the Board members.

Adams Carroll, Ward 2, appeared in support of the request.

Mr. Carroll noted his appreciation for the Board's ongoing consideration of transit when reviewing applications. The advantages of current and proposed sites for transit stops were also noted. Mr. Carroll explained that expansions of service have prompted the need for the request. Two grants were obtained for the expansion, which requires local matching funds. Other matching funds have been obtained, but the contribution of DHMC will not happen until next year, which is the reason for the request of the missing amount needed for the expansion. The new weekend and evening service was launched in the fall, and the response was impressive. Mr. Carroll stated that it would be an appropriate use of the TDM funds.

Mr. Corwin stated that Staff supports the request.

Chair Hall noted that there would be a small gap if the TDM funds are used. Mr. Ford Burley inquired if it qualifies for a TDM measure. Mr. Corwin stated that it would.

A MOTION by Andrew Faunce that the Planning Board approve the distribution of the remaining TDM Fund remaining funds for the Advance Transit expansion.

The motion was seconded by Jeremy Rutter.

Roll Call Vote:

Voting in Favor – Mr. Faunce, Mr. Kennelly, Mr. Hall, Mr. Rutter, Mr. Ford Burley, Ms. Romano

Voting Against - None

****The MOTION was approved (6-0).***

B. Edwards Properties, LLC, Proposed Zoning Amendments

Mr. Corwin reviewed the different ways for amendments to be proposed and approved by the City Council. The amendments are being submitted for review and comment at this meeting. A motion for a recommendation by the Board would be necessary.

Dan Nash of Advanced Geomatics & Design and Attorney Barry Schuster appeared in support of the proposed amendments.

Mr. Nash explained that some zoning changes have caused a problem for Edwards Properties, which has been operating for many years. Their uses are no longer allowed under RL-3, which currently requires the application for a variance to continue to operate. They are asking for vehicular sales to be a permitted use.

Atty. Schuster stated that allowing vehicular sales and service as permitted uses or by Conditional Use Permit would be good solutions.

Mr. Corwin noted that a Route 120 neighborhood plan will be addressed in 2024. Addressing the Edwards Properties request could be included in the discussions around that plan.

Atty. Schuster stated that adding the one use at this time would be preferable as there is no place for a car dealership beyond the Edwards Properties location.

Ms. Romano inquired about the location of any other IND-L districts in the City. Mr. Corwin stated that granting the change would apply to all IND-L districts.

Mr. Nash stated that the uses have been in place for over twenty years. A Conditional Use Permit would be a conservative allowance by adding one use to the zone. Ms. Romano inquired about other locations of IND-L. The airport property would be unsuitable for an automobile dealership.

Chair Hall requested the wording of the IND-L. Mr. Corwin read the description. Chair Hall observed that Route 120 corridor is a commercial district. Atty. Schuster noted that the auto dealerships do not have access off Route 120. Both are accessed from side roads and do not interfere with the fast-moving traffic on Route 120. Atty. Schuster added that the goal is to avoid the need for a variance and the requirement of a hardship. Ms. Romano stated that approving something for one IND-L would apply to all IND-L districts. Mr. Corwin noted that the area was rezoned in 2001, and the dealerships became legal non-conforming uses. Staff is proposing to review the entire corridor in 2024. Mr. Ford Burley asked about the other dealership areas and noted that there is no spot zoning. Chair Hall commented on the number of zones in the City and asked that the description of IND-L be read. Mr. Corwin read the description of IND-L in Section 303.1 and noted that there was a plan to revisit the zones using the results of the corridor study. Atty. Schuster noted that the dealerships are on side roads and do not interfere with the traffic on Route 120. Chair Hall commented on the zoning in the area and suggested allowing the auto dealership as a conditional use in IND-L. Ms. Romano stated that the changes have long-term effects and require further consideration. Mr. Faunce noted that the Planning Board is only providing its recommendation that it could be an acceptable use. Chair Hall added that the Planning Board approves

the consideration of zoning along the Route 120 corridor. Mr. Rutter noted that the location of the school and the wetlands area are the central issues along with the future of American transportation. He added that the zoning issue for this area was established by very close voting by the City Council. Mr. Faunce stated that the car dealership and Dartmouth Coach are very similar uses. Atty. Schuster stated that the requested change would only allow a CUP by Planning Board approval.

A Motion by Richard Ford Burley that the Planning Board would like to recommend that:

- a. It would seem to us to be acceptable that allowing auto sales in IND-L and RO-1 zones only as a conditional use could be acceptable as a stopgap measure given the pending Route 120 neighborhood planning effort.
- b. We would like to strongly encourage matters like the present to be considered in the pending neighborhood planning effort and potential rezoning.
- c. We believe Lot 63-4 should be left zoned as RL-3 pending further zoning and environmental review.

The motion was seconded by Jeremy Rutter.

Ms. Romano inquired about the lot that is zoned RL-3. Atty. Schuster stated that they are not asking for a CUP on that lot.

Roll Call Vote:

Voting in Favor – Mr. Faunce, Mr. Kennelly, Mr. Hall, Mr. Rutter, Mr. Ford Burley, Ms. Romano

Voting Against - None

****The MOTION was approved (6-0).***

6. Approval of Minutes

A. October 23, 2023

Mr. Ford Burley requested that all spellings of his name be changed to “Ford Burley”.

B. November 13, 2023

A MOTION by Andrew Faunce to approve the Planning Board Minutes of October 23, 2023, and November 13, 2023, as edited.

The motion was seconded by Jeremy Rutter.

Roll Call Vote:

Voting in Favor – Mr. Faunce, Mr. Kennelly, Mr. Hall, Mr. Rutter, Mr. Ford Burley, Ms. Romano

Voting Against - None

****The MOTION was approved (6-0).***

Chair Hall thanked the Board members for their excellent service throughout the year. Mr. Corwin and Mr. Vincent were also acknowledged for their support.

Mr. Corwin noted that the citizen Board members give generously of their time and do an excellent job.

Ms. Howes informed the Board members that it would be her last meeting as the Planning Board’s recording secretary, and she expressed her appreciation for the opportunity to serve the Board for so many years.

7. Adjournment

A MOTION by Jeremy Rutter to adjourn the meeting.

The motion was seconded by Andrew Faunce.

Roll Call Vote:

Voting in Favor – Mr. Faunce, Mr. Kennelly, Mr. Hall, Mr. Rutter, Mr. Ford Burley, Ms. Romano

Voting Against - None

****The MOTION was approved (6-0).***

The meeting was adjourned at 8:55 PM.

Respectfully submitted,

Holly Howes

Recording Secretary