

FINAL

**LEBANON PLANNING BOARD
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA MICROSOFT TEAMS
LEBANNONNH.GOV/LIVE
MONDAY, DECEMBER 09, 2024 6:30 PM**

MEMBERS PRESENT: Andrew Faunce (Chair), Richard Ford Burley (Vice Chair), Kathie Romano (REMOTE), Patrick Kennelly, Jeremy Rutter, Kellen Appleton, Eric Stacy (alt), Brian Ceglarski (alt)

MEMBERS ABSENT: Karen Zook (City Council Rep)

STAFF PRESENT: Tim Corwin (Deputy Planning Director), Nate Reichert (Director of Planning & Development / Zoning Administrator)

1. CALL TO ORDER

Chair Faunce called the meeting to order at 6:30pm. Mr. Corwin reviewed the City's meeting in-person and REMOTE attendance policies and procedures.

2. NOTICE OF REGIONAL IMPACT

The following applications were received by the Planning and Development Department on or before December 9, 2024:

- **Robert & Brenda Owens and Dustin & Tong Fei Meltzer, 163 Meriden Road (Tax Map 121, Lot 6), and 161 Meriden Road (Tax Map 107, Lot 213), zoned R-3: Request for approval of a Boundary Line Adjustment between Lot 121-6 and Lot 107-213 and a Voluntary Lot Merger of Lot 121-6 and 121-5. PB2025-01-BLAVLM**
- **CWM All Waste, LLC, 40 N Labombard Road (Tax Map 51, Lot 10), zoned IND-L: Request for a two-lot minor subdivision. PB2025-02-MIN**
- **Choice Storage, LLC, 0 Etna Rd (Tax Map 26, Lot 17), CWM All Waste, LLC, 40 N Labombard Rd (Tax Map 51, Lot 10), Chaloux Properties, LLC, 32 Labombard Rd (Tax Map 51, Lot 11), Route 120 Hotel, LLC, 35 Labombard Rd (Tax Map 64, Lot 21), Chaloux Properties, LLC, 25 Labombard Rd (Tax Map 64, Lot 25), Klubio, LLC, 39 Labombard Rd (Tax Map 51, Lot 14), TLL Realty, LLC, 41 Labombard Rd (Tax Map 51, Lot 1) & Notch Climbing Real Estate, LLC, 33 Labombard Rd (Tax Map 51, Lot 15) zoned IND-L and RL-3: Request for a Conditional Use Permit pursuant to Section 508 of the Lebanon Zoning Ordinance for a proposed Planned Business Park and for Preliminary Major Subdivision approval of a proposed 4-lot subdivision of 0 Etna Road (Tax Map 26, Lot 17). PB2025-03-PMAJCUP**

- **City of Lebanon, 0 Barrows Street, Tax Map 77, Lot 106), zoned R-3: Request for a Conditional Use Permit, Site Plan Review, and Major Subdivision approval of a proposed 5-unit cottage development. PB2025-04-FMAJSPRCUP**

Mr. Corwin said Staff recommends the applications do not have the potential for regional impact.

A MOTION was made by Jeremy Rutter that the applications of Robert & Brenda Owens and Dustin & Tong Fei Meltzer, 163 Meriden Road (Tax Map 121, Lot 6), and 161 Meriden Road (Tax Map 107, Lot 213), zoned R-3, CWM All Waste, LLC, 40 N Labombard Road (Tax Map 51, Lot 10), zoned IND-L, Choice Storage, LLC, 0 Etna Rd (Tax Map 26, Lot 17), CWM All Waste, LLC, 40 N Labombard Rd (Tax Map 51, Lot 10), Chaloux Properties, LLC, 32 Labombard Rd (Tax Map 51, Lot 11), Route 120 Hotel, LLC, 35 Labombard Rd (Tax Map 64, Lot 21), Chaloux Properties, LLC, 25 Labombard Rd (Tax Map 64, Lot 25), Klubio, LLC, 39 Labombard Rd (Tax Map 51, Lot 14), TLL Realty, LLC, 41 Labombard Rd (Tax Map 51, Lot 1) & Notch Climbing Real Estate, LLC, 33 Labombard Rd (Tax Map 51, Lot 15) zoned IND-L and RL-3, and City of Lebanon, 0 Barrows Street, Tax Map 77, Lot 106), zoned R-3 do not have the potential for regional impact. The motion was seconded by Patrick Kennelly.

Ms. Romano confirmed that she's participating remotely because she is out of town, and she is alone in the room while attending.

Roll Call Vote:

Voting For – Ms. Romano, Ms. Appleton, Mr. Kennelly, Mr. Ford Burley, Mr. Faunce, Mr. Rutter

Voting Against – None

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

3. PUBLIC HEARING ITEMS

- A. Brickyard One Nominee Trust, 174 Hanover Street (Tax Map 48, Lot 4), 0 Hanover Street (Tax Map 48, Lot 2), 0 Hanover Street (Tax Map 48, Lot 1), and 238 Hanover Street (Tax Map 63, Lot 1), zoned R-1, R-O-1, R-3 & RL-3: Request for Site Plan Review and a Conditional Use Permit pursuant to Sections 308.2, 310.2, 311A.2, and 501.2 of the Zoning Ordinance for a proposed 474-unit multi-family Planned Unit Residential Development (PURD) totaling +/- 731,600 sq. ft. in size, consisting of 11 buildings together with parking, utilities, landscaping, access, and other related site improvements. Applicant also requests a Conditional Use Permit pursuant to Section 308.4 of the Zoning Ordinance to allow an increase in the maximum permitted building height from 45 ft. to 55 ft. PB2024-22-CUPSPR - Continued from November 12, 2024**

Mr. Dave Fenstermacher, Mr. Jason Plourde (traffic engineer), and Tom D'Aguiar (all of VHB) and Mr. Gil Alexio (Brickyard One Nominee Trust), were present on behalf of the applicant.

Walkability

The group discussed crosswalks at the intersection of Hanover Street and Old Etna Road and on the west side of Hanover Street near Evans Drive. Mr. Ford Burley said he'd like plans for the sidewalks and crosswalks area to be included in the plan set. Mr. Corwin said these could be made conditions of approval.

Mr. Rutter said there are references to an island related to the crosswalk plan at Hanover and Old Etna, but he said he did not see it on the map. Mr. Fenstermacher added the drawing of the island in red (see image at right). He noted that the right of way for the property on that corner is for the garage.

Mr. Corwin said they can craft conditions precedent where the applicant can come back to the Board with final designs related to one or more conditions. Chair Faunce noted he was not aware of a full walkability presentation being provided previously by the applicant. Mr. Fenstermacher said detailed plans for these crosswalk possibilities will be provided. The group discussed lighting and other safety considerations at these crosswalks.



Mr. Ford Burley asked if the applicant could add some lighting, signage, or other improvements to make the pedestrian bridge more welcoming for the residents living in the new complex and encourage them to use the pedestrian bridge. The group discussed who the owner of the surrounding area is and what wetlands may be involved. Mr. Corwin said he'd investigate the specifics about the land at the entrance to the pedestrian bridge.

Mr. Kennelly asked whether crossing guards will be added to both proposed crosswalk areas. He asked if this could be made a condition of approval. Mr. Corwin said he thought the City hires crossing guards, not the school.

Mr. Sean Dietrich of the Lebanon Pedestrian & Bicycle Committee asked if the parking spaces that have been added for walkers to use the trails are open to the public. Mr. Fenstermacher confirmed they are open to the public. Mr. Fenstermacher asked if the applicant would commit to working with Dartmouth to clear a trail leading from the parking lot to the trails to make them more accessible. Mr. Dietrich said the applicant has committed to the 6 parking spaces for public access and a connector trail to the existing trail network. He said they have not committed to a trail beyond the property line.

Traffic

Mr. Stacy asked why on Table 7 the level of service will drop from an E to an F for the westbound approach of Evans Drive at the intersection of Evans Drive and Hanover Street, when it appears that residents will drive straight out of the development and onto Evans Drive.

Mr. Plourde said an additional leg to the Evans Dr / Hanover St intersection will be added (to total four) and that affects the operations of the intersection. He said all the vehicles on that street will be in one lane, so if the lead vehicle at the intersection is turning left, that will affect all the cars behind it if the left turn is not easily attained. He said that is the reason they are proposing an all-ways stop at this intersection because it forces motorists to stop and allow cars in that single lane to proceed more quickly. Mr. Plourde explained the engineering complications related to widening the lanes at that intersection. The group discussed other possible alternative ways to design/engineer the intersection.

Mr. Plourde said the traffic study did take pedestrian activity at that intersection into consideration, but not the proposed crosswalk. He said the traffic volumes quoted in the study are most likely higher than what New Hampshire DOT would see. He said he feels comfortable saying that the current traffic volume may not be seen in the future.

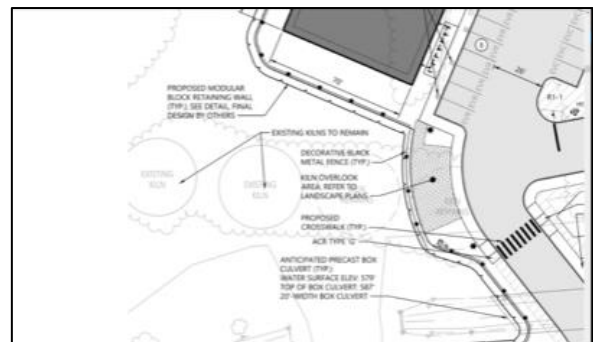
Mr. Douglas Ostler (Weston & Sampson) said his firm has been contacted by the Planning Board to provide peer review and recommendations regarding the development. He said they did discuss the benefits of the all-ways stop versus adding additional lanes to this intersection. He said they agreed with the proposal that the all-ways stop was better, particularly for the safety of school-age pedestrians and bikers of any age.

Mr. Plourde said that the traffic study has been submitted to Chris Turgeon at the NHDOT District Office. The group discussed the impact that the Route 120 Study and the improvements that are proposed therein may have on the project.

Historic Resources

The group discussed the kilns and how to make them safely accessible to the public. Mr. Ford Burley said he did not feel like an overlook was enough and ground-level access would be better. The group discussed whether the applicant would preserve the kilns and commit to maintenance of the kilns in perpetuity. Ms. Romano suggested a condition of approval specifying that these historic resources will not be destroyed after the project is completed.

Mr. Alexio said two kilns will be preserved and cared for and agreed to a condition of approval for maintenance of these kilns. He said they were looking into adding glass doors so the public can look into them, but that residents will not be allowed inside. He said they are also considering QR codes on the signage so people can access an app to learn more about the history of the kilns and the brickyard. Mr. Ford Burley said a condition of approval could be to ask for a comprehensive plan for maintenance and care. Mr. Alexio said some of the brick from the kilns that had collapsed may be considered for use in the lobby of the buildings. Ms. Romano noted that some of the people who may have worked at the brickyard may still be living in the area and they could be consulted regarding the work that may need to be done on the site.



Natural Resources

Chair Faunce said there have been concerns raised regarding the inflow and outflow of the pond on the site and suggested a condition of approval related to the maintenance and inspection of the pond could be added. Mr. Fenstermacher said this project will have an AOT Permit associated with it and, as part of the AOT permit, there are regular operation and maintenance inspections required.

Chair Faunce asked if an access management plan (for recreational use of the pond) has been developed. Mr. Alexio confirmed that they do not want people in the pond. He noted that deeds for the houses directly in front of the pond (on Hanover St) include access to the pond. He said they use the pond at their own risk, and he cannot stop them from using it. He said he will be talking to their attorneys regarding liability for the use of the pond (if it is as an ice rink or for fishing). Mr. Corwin said they could discuss at another time whether the City should be concerned whether the developer has a risk management plan related to the pond.

Mr. Rutter asked if there was any garbage in the pond. Mr. D'Aguiar said they will analyze the hydraulic connection of these streams, the overall watershed, the pond, and the outlet culvert to the south as it goes to the adjacent property. He said they will be submitting the bathymetric cross sections to the state as part of a larger study that the state will look at, which will help determine the final size and design of these wildlife crossings and culverts. He said the City will receive a copy of this study. Mr. Rutter noted that he has not seen any comments about the soil conditions. Mr. Fenstermacher said the applicant had performed a Phase I environmental review.

Mr. Ford Burley asked about ownership of the open space. He said the regulations seem to require specified ownership of the open space. Mr. Fenstermacher said the applicant would provide a defined easement. Mr. Ford Burley said the site plan needs to include how the open space is delineated and defined. Mr. Fenstermacher said signage will be added and those details will be added to the site plan.

Mr. Fenstermacher said there is no real development plan right now for the lot above the development that has been defined. Mr. Ford Burley asked if the townhouse construction could begin after Phase 3A instead of 3D. Mr. Fenstermacher said the phasing plan is being updated.

Chair Faunce said the next meeting will cover the following:

- Clarification of waivers still in place
- Clarifying the phasing
- Crafting language of the conditions of approval

Chair Faunce suggested that the Board should read the information provided about the waivers, phasing plan, and the draft conditions of approval and be ready to discuss them at the next meeting.

The results of a straw poll showed that enough members of the Board would be available to make a quorum if they met on December 17, 2025. The group decided to hold a special meeting on December 17, 2025 at 7:00pm in City Council Chambers to discuss these items.

Chair Faunce opened the public comment portion of the meeting.

Chair Faunce closed the public comment portion of the meeting.

Mr. Fenstermacher said he will submit a written request for a 40-day extension to Staff.

At 8:05pm, Chair Faunce called for a brief recess.

At 8:14pm, the meeting resumed.

B. Lebanon Housing Authority, 31 Romano Circle (Tax Map 101, Lot 20), zoned R-2: Request for Site Plan Review to construct a +/- 3,882 sq ft. two-story accessory office building for the existing multi-family complex, together with associated site improvements, including relocating a basketball court and new parking spaces. PB2024-41-SPR - Postponed from November 12, 2024

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

A MOTION was made by Richard Ford Burley that the application of Lebanon Housing Authority, 31 Romano Circle (Tax Map 101, Lot 20), zoned R-2 is complete enough for the Planning Board to accept jurisdiction and commence review. The Motion was seconded by Jeremy Rutter.

Roll Call Vote:

Voting For – Ms. Romano, Ms. Appleton, Mr. Kennelly, Mr. Ford Burley, Mr. Faunce, Mr. Rutter

Voting Against – None

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

Mr. Jeff Merritt (Granite Engineering), Ms. Ditha Alonzo (Executive Director of LHA), Mr. Jerry Wuebbolt (Right Track Design), and Mr. Justin Daniel (Granite Engineering) were present on behalf of the applicant.

Mr. Merritt gave an overview of the project. He said the City Council voted to make Romano Circle a private road. He said the Lebanon Housing Authority is seeking to build an office building on the campus. He noted the applicant is requesting a waiver of Section 6.2.D, which requires 10 feet of landscaping around the building. He said they are requesting the waiver because there is not 10 feet of space available for plantings on one side of the building.

Ms. Romano noted that it was revealed during a past project that the LHA did not realize that stormwater mitigation areas were not being properly maintained. Mr. Merritt confirmed that those areas (which have since been reconstructed and rehabilitated) will now be maintained for their intended purpose.

A MOTION was made by Richard Ford Burley that, for the application of Lebanon Housing Authority, PB2024-41-SPR, the Lebanon Planning Board approves partial waivers from the following sections of the Site Plan Review Regulations:

- **Section 6.2.B – perimeter landscaping requirements**
- **Section 6.2.D – landscaping around buildings requirements**
- **Article VI – design requirements as applied to the property outside of the proposed development area**

The Motion was seconded by Eric Stacy.

Roll Call Vote:

Voting For – Ms. Romano, Ms. Appleton, Mr. Kennelly, Mr. Ford Burley, Mr. Faunce, Mr. Rutter

Voting Against – None

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

Mr. Corwin noted that a draft motion, prepared for the approval of the site plan, has been provided to the Board. He said a few exceptions have been highlighted in yellow that are related to third-party review.

He said the following sentence has been added to Condition #15:

“If the City Engineer performs the on-site inspection as set forth in Condition 18, the reviewing engineer fees shall be paid prior to the issuance of a Certificate of Occupancy.”

He read the following second paragraph, which was added to the General Condition #18:

“Alternatively, at the discretion of the Department of Public Works, the applicant shall coordinate with the City Engineer to observe the installation of the site infrastructure. Such coordination shall include preparing a tentative construction schedule and agreeing to provide the City Engineer a minimum of 7 days’ notice prior to a required or requested inspection. The City Engineer’s time shall be billed to the applicant in accordance with Section 4.7.E.1 of the Site Plan Review Regulations and shall be paid pursuant to Condition 15.”

And he read a new Condition \$24:

“The applicant shall provide digital as built plans (PDF format and CAD .dwg format using NH State Plane Coordinate system) to the satisfaction of the Department of Public Works and to the Planning & Development Department.”

A MOTION was made by Richard Ford Burley that the Lebanon Planning Board approve the application of Lebanon Housing Authority regarding 31 Romano Circle (Tax Map 101, Lot 20), zoned R-2, PB2024-41-SPR, for Site Plan approval to construct a +/- 3,882 sq ft. two story accessory office building for the existing multi-family complex together with associated site improvements, as shown on a plan set titled “Residential Site Plan – Lebanon Housing Authority,” prepared by Granite Engineering, LLC, dated 10/14/24, revised 11/25/24 (15 sheets), 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, a 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, and except as may have been waived pursuant to Section 7.1.

This approval is subject to the conditions as set forth in the December 09, 2025 Planning Board meeting agenda packet, and subject to the amendments read out by Mr. Tim Corwin.

The Motion was seconded by Jeremy Rutter.

Roll Call Vote:

Voting For – Ms. Romano, Ms. Appleton, Mr. Kennelly, Mr. Ford Burley, Mr. Faunce, Mr. Rutter

Voting Against – None

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

C. Grafton County Senior Citizens Council, Inc. and City of Lebanon, 10-12 Campbell Street (Tax Map 92, Lot 23), 0 Flynn Street (Tax Map 92, Lot 17), and 0 Flynn Street (Tax Map 91, Lot 245), zoned L-D: Request for approval of a Boundary Line Adjustment between Lot 92-23 and Lot 92-17 and a Voluntary Lot Merger of Lot 92-17 and Lot 91-245. PB2024-46-BLAVLM - Postponed to January 13, 2025

D. Cicotte Holdings, LLC, 51 Evans Drive (Tax Map 78, Lot 40, Plot 200), zoned R-O-1: Request for a Conditional Use Permit pursuant to Section 311A.2 of the Lebanon Zoning Ordinance and for Site Plan Review per Section 3.1.D of the Site Plan Review Regulations to expand the outdoor vehicular storage area for an existing vehicular sales use together with associated site improvements including landscaping and lighting. PB2024-48-SPRCUP - Postponed to January 13, 2025

A MOTION was made by Andrew Faunce to postpone Agenda Items 3C and 3D (Grafton County Senior Citizens Council, Inc., City of Lebanon, and Cicotte Holdings LLC, 51 Evans Drive) to the January 13, 2025 Planning Board meeting at City Council Chambers at 6:30pm. The Motion was seconded by Richard Ford Burley.

Roll Call Vote:

Voting For – Mr. Kennelly, Ms. Appleton, Mr. Ford Burley, Mr. Faunce, Mr. Rutter, and Ms. Romano

Voting Against – None

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

4. CONCEPTUAL REVIEW

A. Choice Storage, LLC, 0 Etna Rd (Tax Map 26, Lot 17), CWM All Waste, LLC, 40 N Labombard Rd (Tax Map 51, Lot 10), Chaloux Properties, LLC, 32 Labombard Rd (Tax Map 51, Lot 11), Route 120 Hotel, LLC, 35 Labombard Rd (Tax Map 64, Lot 21), Chaloux Properties, LLC, 25 Labombard Rd (Tax Map 64, Lot 25), Klubio, LLC, 39 Labombard Rd (Tax Map 51, Lot 14), TLL Realty, LLC, 41 Labombard Rd (Tax Map 51, Lot 1) & Notch Climbing Real Estate, LLC, 33 Labombard Rd (Tax Map 51, Lot 15) zoned IND-L and RL-3: Conceptual Review of a proposed Planned Business Park and Major Subdivision. PB2024-47-CON

Mr. Jay Campion and Mr. Dan Nash (Advanced Geomatics & Design) were present on behalf of the applicant.

Mr. Campion gave an overview of the project, which he confirmed he has presented for conceptual review to the Planning Board at a previous meeting. He said the project location has been “flipped around” on the site to accommodate the topography.

Mr. Campion explained the privately funded TIF that has been proposed for this project. The group discussed what may be involved in a TIF at length. The Board agreed that it will need a lot more information about this type of funding arrangement and agreed to discuss this in more detail at another meeting.

Mr. Campion explained why the project is proposed as a Planned Business Park. He said the plan is to include some owned properties in the residential portion.

Ms. Romano noted that, during previous presentations of this project, there was some discussion about the fact that the wildlife corridors run directly through the proposed recreation sites for children. She said Mr. Campion said he would do some further research into how to deal with that situation. Mr. Campion said there are proposed clarifications in the zoning amendments package that clarify exactly how that is to be treated. Mr. Campion said the land identified for recreation areas would be given to the City and it would be the City’s decision on how to use that land.

The group discussed the possible feedback that the Conservation Commission will provide after it reviews the location of the wildlife corridor as related to this project site. They also discussed the impact that the zoning amendments may have on how the project progresses. Mr. Campion said he would submit a formal application for the Board to review for completeness in January.

5. STUDY ITEMS

A. Review of Proposed Amendments to the Zoning Ordinance and Zoning Map

Mr. Reichert explained why changing the zoning to GC1 for the area near Route 120 (as proposed) would be good for the area. He said the GC1 zoning would create more of a neighborhood in the area, as opposed to the Industrial character that exists today. The group discussed possibly changing the allowed uses for the GC1 zone. The group agreed to review the latest amendments and discuss them at the December 17 Special Planning Board meeting.

6. OTHER BUSINESS

A. Review of 2025 Planning Board Meeting Calendar

Mr. Corwin reminded the group about the annual meeting in January. He said this is the meeting when Board elections and committee appointments take place. He also noted the following:

- The March 10 meeting was moved to March 17 because of a conflict
- May 27 is Memorial Day so no meeting will be held that day
- October 13 is Columbus Day but City Hall is open so the meeting can be held
- A work session is proposed for the third Monday in August (Aug 18) because Board members are usually not available for the last Monday in August

MEETING DATE* (completeness review & commencement of public hearing)	APPLICATION DEADLINE*	STAFF REVIEW*
JANUARY 13, 2025	DECEMBER 9, 2024	DECEMBER 16, 2024
FEBRUARY 10, 2025	JANUARY 13, 2025	JANUARY 21, 2025* (Tuesday)
MARCH 17, 2025**	FEBRUARY 10, 2025	FEBRUARY 18, 2025* (Tuesday)
APRIL 14, 2025	MARCH 10, 2025	MARCH 17, 2025
MAY 12, 2025	APRIL 14, 2025	APRIL 21, 2025
JUNE 9, 2025	MAY 12, 2025	MAY 19, 2025
JULY 14, 2025	JUNE 9, 2025	JUNE 16, 2025
AUGUST 11, 2025	JULY 14, 2025	JULY 21, 2025
SEPTEMBER 8, 2025	AUGUST 11, 2025	AUGUST 18, 2025
OCTOBER 13, 2025***	SEPTEMBER 8, 2025	SEPTEMBER 15, 2025
NOVEMBER 10, 2025	OCTOBER 13, 2025	OCTOBER 20, 2025
DECEMBER 8, 2025	NOVEMBER 10, 2025	NOVEMBER 17, 2025

*All dates are Mondays except where otherwise noted

**March 10th meeting room conflict for Election Day/meeting moved to March 17th

***Columbus Day – City Hall Open

A MOTION was made by Richard Ford Burley to adopt the 2025 Planning Board Meeting Calendar. The Motion was seconded by Kellen Appleton.

Roll Call Vote:

Voting For – Mr. Kennelly, Ms. Appleton, Mr. Ford Burley, Mr. Faunce, Mr. Rutter, and Ms. Romano

Voting Against – None

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

A MOTION was made by Richard Ford Burley to extend the meeting to 9:40pm. The Motion was seconded by Jeremy Rutter.

Roll Call Vote:

Voting For – Mr. Kennelly, Ms. Appleton, Mr. Ford Burley, Mr. Faunce, Mr. Rutter, and Ms. Romano

Voting Against – None

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

B. Adoption of Proposed Planning Board Rules of Procedure

A MOTION was made by Richard Ford Burley to approve the Planning Board Rules of Procedure as presented. The Motion was seconded by Jeremy Rutter.

Roll Call Vote:

Voting For – Mr. Kennelly, Ms. Appleton, Mr. Ford Burley, Mr. Faunce, Mr. Rutter, and Ms. Romano

Voting Against – None

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

7. APPROVAL OF MINUTES

- October 14, 2025
- November 12, 2025
- November 25, 2025

A MOTION was made by Richard Ford Burley to approve the proposed additions to the October 14, 2024 Planning Board meeting minutes, written and submitted by Chair Faunce. The Motion was seconded by Jeremy Rutter.

Ms. Romano recused herself from the vote, because she had recused herself from the discussion (during the October 14, 2025 meeting) of the item for which Chair Faunce had written the proposed paragraph. Ms. Romano noted her name was misspelled.

Roll Call Vote:

Voting For – Mr. Kennelly, Ms. Appleton, Mr. Ford Burley, Mr. Faunce, and Mr. Rutter

Voting Against – None

****The MOTION was approved (5-0).***

Mr. Rutter noted several other edits to the rest of the meeting minutes, which had been reviewed by Staff.

A MOTION was made by Richard Ford Burley to accept the additional suggested edits from Jeremy Rutter to the October 14, 2024 Planning Board meeting minutes. The Motion was seconded by Andrew Faunce.

****The MOTION was approved (5-0).***

A MOTION was made by Richard Ford Burley to approve the October 14, 2024 Planning Board meeting minutes as amended. The Motion was seconded by Jeremy Rutter.

Roll Call Vote:

Voting For – Mr. Kennelly, Ms. Appleton, Mr. Ford Burley, Mr. Faunce, Mr. Rutter, and Ms. Romano

Voting Against – None

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

A MOTION was made by Richard Ford Burley to postpone review of the November 12, 2024 and November 25, 2025 Planning Board meeting minutes to the January 13, 2025 Planning Board meeting. The Motion was seconded by Eric Stacy.

Roll Call Vote:

Voting For – Mr. Kennelly, Ms. Appleton, Mr. Ford Burley, Mr. Faunce, Mr. Rutter, and Ms. Romano

Voting Against – None

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

8. ADJOURNMENT

A MOTION was made by Richard Ford Burley to adjourn the meeting at 9:32pm. The Motion was seconded by Eric Stacy.

Roll Call Vote:

Voting For – Mr. Kennelly, Ms. Appleton, Mr. Ford Burley, Mr. Faunce, Mr. Rutter, and Ms. Romano

Voting Against – None

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

The meeting adjourned at 9:32pm.

Respectfully submitted,

Paula Roux

Recording Secretary