

**PLANNING BOARD  
27 School Street  
HILLSBOROUGH, NH  
March 01, 2023**

**TIME:** 7:00 p.m. – 7:45 p.m.

**DATE APPROVED:** 03/15/23

**MEMBERS:** Susanne White- Chairperson, Melinda Gehris -Vice Chair, Adam Charrette, Ed Sauer, Steve Livingston, Nancy Egner

**EX-OFFICIO:** James Bailey III

**PLANNING DIRECTOR:** Robyn Payson

**ALTERNATES:** Kim Opperman, Dana Clow

**Excused:** Kim Opperman, Jim Bailey

**Public:** None

**Call to Order:**

Chairperson Susanne White called the meeting to order at 7:00 PM and appointed Dana Clow to sit in place of Jim Bailey.

**Minutes**

**02/15/23** Melinda Gehris made a motion to approve the minutes. Dana Clow seconded the motion. The motion carried with Nancy Egner and Adam Charrette abstaining.

**Public Hearing**

**Amendment to Approved Site Plan**

31 Carr Road (Map 1 Lots 27 and 27-1)

Kevin/Erik McCauley

Erik McCauley presented the amendment to the approved site plan to replace the planned 866 square foot bath house structure with a 1728 square foot structure with an additional 840 square foot patio/porch. The building will hold three bathrooms with showers for the campground, a laundry room facility, and common area. There will also be an open porch/patio area on two sides of the building. They have moved the building back from the street approximately 10 feet which allows for parking. This change does not affect any of the plumbing or septic design that was previously approved.

Ed Sauer made a motion to accept the application as complete. Steve Livingston seconded the motion. The motion carried unanimously.

Ed Sauer asked if the building was being made bigger to accommodate the bathrooms.

Mr. McCauley said the engineer had used a “place holder” for the building on the site plan and had not replaced it with the true size and dimensions of the building in error.

Nancy Egner asked about the common area.

Mr. McCauley said the Planning Board had expressed concern about having amenities at the park and this addresses aspects of that especially during “bug season”. People will be able to go sit somewhere rather than in their RV’s.

Dana Clow asked if the plan accurately shows the dimensions of the building and parking area.

Mr. McCauley said it did.

There was a brief discussion about the parking area.

Dana Clow asked how much of the park had been constructed.

Mr. McCauley said they received their Alteration of Terrain permit two months ago. He said they would be breaking ground as soon as the ground is no longer frozen.

There was discussion about the infrastructure at the park.

Ed Sauer asked if they had a completion date in mind.

Mr. McCauley said they anticipated infrastructure and roads being installed by the end of the season in 2023, the rest should be built in 2024.

Susanne White opened the public hearing.

There being no public present to comment, she closed the public hearing.

Dana Clow made a motion to approve the Site Plan Amendment application submitted by Kevin and Eric McCauley of East Washington Holdings to replace the planned 866 square foot bath house structure with a 1728 square foot structure with an additional 840 square foot patio/porch in accordance with the application filed on February 10, 2023, and as shown on the amended site plan submitted with this application and in accordance with the Findings of Fact.

### **Findings Of Fact**

Based on the application, testimony, and additional documentation given to the Board at the hearing the Board hereby makes the following findings of fact:

Based on the application, testimony, and additional documentation given to the Board at the hearing the Board hereby makes the following findings of fact:

1. The property is located at 31 Carr Road
2. East Washington Holdings is the owner of record on the lot.

3. The application is an amendment to the Rocky Valley RV Resort site plan approved March 17, 2021.
4. Eric McCauley presented the Site Plan Amendment application to replace the planned 866 square foot bath house structure with a 1728 square foot structure with an additional 840 square foot patio/porch.
5. The amendment to this site plan in no way violates the conditions of approval that are part of the March 17, 2021, approval.

Ed Sauer seconded the motion. The motion carried unanimously.

### **Other Business**

#### **Leave of Absence**

Dana Clow informed the Board that he will be working on a project as the primary engineer which will make him unavailable to the Planning Board for approximately three months. He asked the Board if they would be amenable to him taking a leave of absence for that time.

Steve Livingston made a motion to grant a leave of absence to Dana Clow. Nancy Egner seconded the motion. The motion carried unanimously.

#### **Melinda Gehris**

Susanne White thanked Melinda Gehris for her work on the Board. She intends to return to the Board as an alternate at a later time.

Melinda said that a new representative would need to be appointed to the Historic District Commission.

There was a brief discussion about the upcoming election.

#### **Workforce Housing (Avanru Development)**

Dana Clow who has been appointed to the Water/Sewer Commission said that Avanru Development was supposed to attend a Water/Sewer Commission meeting the previous evening, but they did not. He talked about the difficulties in obtaining materials for water/sewer infrastructure. He said Avanru Development's intention is to break ground this spring.

#### **Dark Skies**

Adam Charette said that two representatives from the Astronomical Society attended the last Dark Skies meeting. Currently, the Dark Skies Committee is trying to help them find a place to relocate to. They only have two years left on their lease where their observatory is located. They do not know the future plans for the property or if they will still have an observatory site.

The Dark Skies Committee is trying to work with them to help them find an alternative site in Hillsborough.

Melinda Gehris asked if there was any Town land or Conservation land that meets their criteria.

Adam Charrette said they have been looking at that and he is hoping to have a meeting with The Conservation Commission to discuss that. He said they would like to see an observatory with some kind of firefly conservation project to pool resources. He said there is some Town property and Conservation land that would be quite fitting but nothing has been nailed town. It would be nice to work with the Conservation Commission to see if they have anything.

Dana Clow asked if they were working from a physical building now.

Adam Charrette said they were. He described the workings of the observatory. He said another benefit of using town owned property would be the ability of nonmembers to use the space. He said having the observatory on Town property would enable there to be “star parties” where people could participate overnight. He said he was looking to have a “star party” in the back fields of the high school to give people an opportunity to look through a telescope and see what it was all about.

Melinda Gehris said if there is no Town land or Conservation land that works, she suggested that he talk to the McCauleys. She said they have a lot of property that they were thinking of putting in Conservation and it seems like it might fit in with what they are doing up there. She said she thought the McCauleys might be interested in that.

Susanne White said this society also provides telescopes to the libraries around the state. The membership is 30 dollars a year and they teach people how to use the telescopes.

Adam Charrette said they have family memberships too so people can bring their whole family.

Melinda Gehris brought up the unshielded lights on Hawkes Motor Sports building. Robyn said this is being addressed by the Code Enforcement Officer.

### **Projects for 2023**

Robyn Payson reviewed some of the projects that the Planning Board would need to undertake in 2023. Those were to work on the Gateway/Planned Use Development Ordinance, the Subdivision Regulations and the update of the Capital Improvements Plan.

### **Capital Improvements Plan**

Robyn Payson described the plan. It is a six-year plan that addresses the capital need of the departments and spreads them out over the six years. Robyn Payson asked for two members of the Planning Board to be representatives on the Capital Improvements Committee. Susanne White and Steve Livingston volunteered to be on the committee.

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Susanne White brought up that the Planning Board needed to review their responsibilities in the Hazard Mitigation Plan. She also said the Board needs to review the Master Plan.

Dana Clow said Jack Franks of Avanru Development said they saw their driveway becoming a Town maintained road. For that to happen they would need to come back to the Planning Board to meet Town road standards and for approval. There were concerns about the possibility the road would outlet at Harvey Way. That has not been suggested but it could be a possibility.

Susanne White said the Board should consider developing a parking ordinance.

There was a brief discussion about 2 West Main Street and the demolition of 10 West Main Street to create a parking lot.

There being no further discussion, Steve Livingston made a motion to adjourn. Ed Sauer seconded the motion.

### **Meeting Adjourned 7:45 pm**

Respectfully Submitted,  
Robyn L. Payson, Planning Director