

**PLANNING BOARD
27 School Street
HILLSBOROUGH, NH
June 7, 2023**

TIME: 7:00 p.m. – 8:40 p.m.

DATE APPROVED: 06/21/23

MEMBERS: Susanne White- Chairperson, Nancy Egner -Vice Chairperson, Ed Sauer-Second Vice Chairperson, Adam Charrette, Steve Livingston, Bryant Wheeler

EX-OFFICIO: James Bailey III

PLANNING DIRECTOR: Robyn Payson

ALTERNATES: Kim Opperman, Dana Clow

Excused: Kim Opperman, Adam Charrette

Public: Peter Mellen LLS. Larry and Linda Drew

Call to Order:

Chairperson Susanne White called the meeting to order at 7:00 PM. Susanne White called the roll. Kim Opperman and Adam Charrette were absent.

Minutes

05/17/23 Jim Bailey made a motion to accept the minutes. Ed Sauer seconded the motion. The motion carried with Dana Clow and Nancy Egner abstaining.

Public Hearing

Lot Line Adjustment

28 and 36 Preston Street (Map 24 Lots 127& 128)

Peter D. Mellen for Larry and Linda Drew and Alexandra Davidson

Robyn Payson introduced the application for the Lot Line Adjustment. She said Peter Mellen had submitted a waiver letter for the Board to consider. If the waiver letter is approved, the application will be complete.

Following discussion Steve Livingston made a motion to approve the waiver letter. Jim Bailey seconded the motion. The motion carried unanimously.

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

Peter Mellen presented the application.

Susanne White opened the public hearing. There being no public comment she closed the public hearing.

Nancy Egner made a motion to approve the Lot Line Adjustment application submitted by Larry and Linda Drew, Trustees and Alexandra Davidson to Annex Tract IIA to Lot 128 resulting in a lot with an area of 39,192 square feet and to also consolidate Tract IIB with Tract I resulting in a lot with an area of 29,567 square feet. Both lots 127 & 128 will remain conforming lots

following the lot line adjustment and consolidation. This is in accordance with the application filed on May 1, 2023, and as shown on the “Plan for Annexation and Lot Consolidation Map 24 Lots 127 & 128” dated May 1, 2023, and 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:

1. The properties are located at 28 and 36 Preston Street.
2. Alexandra Davidson is the owner of record of 28 Preston Street.
3. Larry and Linda Drew Trustees are the owners of record of 36 Preston Street.
4. Peter D. Mellen of Donald R. Mellen Surveyor LLC. presented the application.
5. The Line Adjustment will result in Lot 127 will result in being 29,567 square feet and Lot 128 will be 39,192 square feet.
6. Both lots will remain in conformance with the Town of Hillsborough Zoning Ordinance.
7. This application meets the criteria for a Lot Line Adjustment per the Town of Hillsborough Subdivision regulations.

Jim Bailey seconded the motion. The motion carried unanimously.

WORK MEETING

The subject of the work meeting was for the Board to determine what uses on the Table 4 Chart of Uses could be changed from Special Exceptions to Conditional Use permits. This would streamline the application process for those who would otherwise have to go to the ZBA for a Special Exception and then for Subdivision/Site Plan approval from the Planning Board. This act would allow both approvals to happen at the Planning Board level.

Following a lengthy discussion, the Board proposed changes to the Chart of Uses that will re-categorize some of the uses that require a Special Exception to a conditional use permit.

There being no other business Steve Livingston made a motion to adjourn the meeting. Nancy Egner seconded the motion.

Meeting Adjourned 8:40 pm

Respectfully Submitted,
Robyn L. Payson, Planning Director



Donald R. Mellen Surveyor, LLC

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May 1, 2023

Susanne White, Chair
Town of Hillsborough Planning Board
PO Box 7
Hillsborough, NH 03244

Re: **Lot Line Adjustment on Map 24 Lots 127 & 128, 28 & 36 Preston Street, Hillsborough, N.H.**

Dear Susanne,

In regard to the above referenced application, the applicant is requesting a waiver of the following highlighted requirements of Section 201-5 of the Town of Hillsborough New Hampshire Subdivision Regulations as they pertain to Lots 127 & 128:

- 201-5.B.16** Location of existing and proposed utilities, wells, septic systems, buildings, driveways, parking areas, stormwater drainage lines, drainage structures, drainageways, wetlands and water bodies.
- 201-5.B.18** Location of numbered test pits and percolation tests. Data for all test pits dug shall be shown on the plan and/or on accompanying 8½" x 11" sheets, bearing the permitted septic designer's stamp on each sheet.
- 201-5.B.19** Subdivision boundaries transferred to United States Department of Agriculture, Natural Resources Conservation Service Soil Maps. The copy of the county soil survey must be provided at the same scale as the original county soil survey.
- 201-5.B.20** Wetland boundaries are identified and delineated ..."
- 201-5.B.21** Surface waters
- 201-5.B.22** A written statement shall be included on the subdivision plan certified by the stamp of a Certified Wetland Scientist (CWS) that all wetlands and surface waters on-site have been delineated in accordance with the standards listed above.

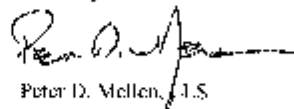
201-5.B.23 Topographic survey, with a minimum contour interval of two (2) feet, showing a buildable area in accordance with 201-3(B), together with a fifty (50) foot wide access route from the building site to an existing Class V or better highway.

201-5.B.26 Topographic survey, with a minimum contour interval of twenty (20) feet, of the entire subdivision.

As noted on the accompanying plans, the intent of this application is to annex Tract IIA to Lot 128 and to consolidate Tract IIB with Tract I, eliminating Tract II, which is currently a pre-existing non-conforming lot as it has no road frontage. Resulting Lots 127 and 128 will remain conforming lots.

Items 16, 18-25 and 26 are typically required when an applicant is subdividing, to show that the proposed new lots are buildable. No new lots are created as a result of this proposal.

Sincerely,



Peter D. Mellen, J.S.