**PLANNING BOARD**

**27 School Street**

**HILLSBOROUGH, NH**

**November 6, 2019**

 **DATE APPROVED**: 11/20/2019

**TIME:** 7:00 p.m. – 9:00 p.m.

**MEMBERS:** Gary Sparks- Chairman,Susanne White-Vice Chair, Mike Reopel**,** Bob Hansen, Adam Charrette

**EX-OFFICIO:** James Bailey III

**PLANNING DIRECTOR:** Robyn Payson

**ALTERNATES:** Stephen Bennett**,**

**EXCUSED:**

**Others Present**: Matthew Morgan, Frank Pearsoll, Sonia Pearsoll, Tom Carr-Meridian Land Services, Adam Quinn, Kay Bennett, Dennis Roberts, Jr.

The meeting was called to order at 7:00 p.m. by Chairman Gary Sparks.

**Minutes**

**10/02/2019**

**10/30/2019**

Ms. White made a motion to approve the minutes of October 2, 2019 and October 30, 2019, seconded by Mr. Bailey. The motion passed unanimously.

**Open Planning Board Seat**

Chairman Sparks nominated Stephen Bennett to fill the open seat on the Planning Board. Mr. Bailey seconded the motion. The motion passed unanimously.

**Voluntary Revocation of Site Plan**

**174 Henniker Street, Map 12, Lot 71**

**Hillsborough Auto Sales**

**Peter Colbath**

Mrs. Payson had heard from Mr. Colbath stating he was not going to pursue Hillsborough Auto Sales. Mrs. Payson and Mr. Borden, the Code Enforcer, notified Mr. Colbath that he was out of compliance and there was a $5,000 surety on this landscaping and he needed to clean up the area. The letter sent by Mr. Colbath reads: “This letter is to inform the Town of Hillsborough that the business known as Hillsborough Auto Sales, located at 174 Henniker St. will not be opening for business and the property is being put up for sale. Therefore, the above mentioned, Peter Colbath and Victor Deloia request the revocation of the approved site plan granted by the Hillsborough Planning Board and the cancellation of a certificate of occupancy granted by the Hillsborough Building Department. We understand any and all enforcement actions will remain in place and no funds will be released until all vehicles are removed from the property and the Planning Board accepts this request.”

Ms. White moved to accept the revocation of the site plan seconded by Mr. Reopel. The motion passed unanimously.

**Public Hearings**

**Site Plan Review Map 11L, Lot 318**

**81 Antrim Road**

**Arthur Siciliano representing**

**Hillsboro Ford**

The applicant reviewed the application with the Board. He stated the application remains the same as before except they will not be changing the right of way portion. The Board reviewed the application. It was noted that the entrance/egress cannot be changed or altered in any way because of a civil issue between the neighbors. The Board determined the application was complete. Ms. White moved to accept the application for consideration, seconded by Mr. Bailey. The motion passed unanimously. A site walk is scheduled for November 20, 2019 at 3:30 p.m. with a public hearing on the 20th at 7:10 p.m.

**Site Plan Review Map 10 Lot 45-1**

**737 West Main Street**

**Dunkin Donuts**

**Adam Quinn**

Mr. Tom Carr of Meridian Land Services Inc. gave a brief description of the proposed application. He is proposing a Dunkin Donuts drive through, with one way in and one way out. There will be an area of two-way traffic with employee parking. Existing curb cuts will be used. The applicant has been working with DOT and their recommendations. A drainage study was performed. Trash removal has also been addressed as well as deliveries with tractor trailers. Ms. White made a motion to accept this application for consideration, seconded by Mr. Reopel. The motion passed unanimously. At site walk was scheduled at 4:15 on November 20th with a public hearing at 8:00 p.m. on the 20th.

**Other Business**

Town Meeting 2020 Calendar

Mrs. Payson addressed the Board regarding timing for the Town Meeting requirements for zoning petitions, timing for first and final public hearings.

Meeting adjourned at 8:40 pm by motion.

Respectfully Submitted:

Dianne Rutherford

Administrative/Land Use Secretary