

**PLANNING BOARD**  
**27 School Street**  
**HILLSBOROUGH, NH**  
**July 7, 2021**

**DATE APPROVED:** 07/21/21

**TIME:** 7:00 p.m. – 7:45 p.m.

**MEMBERS:** Gary Sparks- Chairman, Susanne White-Vice Chair, Adam Charrette, Ed Sauer, Melinda Gehris, Nancy Egner

**EX-OFFICIO:** James Bailey III

**PLANNING DIRECTOR:** Robyn Payson

**ALTERNATES:** Denise Deforest, Bob Hansen

**Excused:** Denise Deforest, Bob Hansen, Adam Charrette

**Public:** Katheryn Luiz, Chelsea Rarert(?) Avery Grady, Riche' Colcombe, Scott Jobe.

Chairman Gary Sparks called the meeting to order at 7:00 PM.

**Minutes**

**06/16/21**

Melinda Gehris made a motion to approve the minutes, James Bailey seconded the motion. The minutes were approved; Nancy Egner and Ed Sauer abstained.

**PUBLIC HEARING**

Site Plan Review-Domino's Pizza  
143 West Main Street (Map 11P Lot 187)  
KAB Properties, LLC.

Susanne White recused herself from this application.

Gary Sparks said that the goal of this meeting was to accept the application, schedule a site walk, and make a recommendation on third party review.

Stephen Mayer of Allen and Major Associates gave an overview of the project. The intention is to construct a new 3300 sq. ft. Domino's Pizza Restaurant with a pickup window and 1000 sq. ft. of retail space. The restaurant will accommodate limited inside dining and pick up.

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

A site walk has been planned for July 21, 2021 at 6:00 pm followed by the continued public hearing at 7:10 pm.

There was a brief discussion about requiring third party review on this project. Jim Bailey made a motion to require third party review. Melinda Gehris seconded the motion. The motion carried unanimously. The public hearing was continued to July 21.

Member of the public Riche' Colcombe asked whether the public would be allowed to ask questions regarding the application at this time. Chairman Sparks explained that the Board was accepting the application and the public would have a chance to speak at the next meeting when

the Board considered the application.

**Work Session**

Susanne White re-joined the Board.

**Official Position**

Partner's Farm LLC/  
Black Pond Brook Preserve Subdivision Map 7 Lot 119  
Windsor Road  
Request for Revocation of Subdivision

Robyn Payson presented the Board with a document demonstrating the Planning Board's opinion. (Attached) Robyn developed the document based on the Planning Board's consensus at the previous meeting, with the assistance of Town Land Use Counsel Christopher Boldt. Following a brief discussion, Melinda Gehris made a motion to approve the document. Susanne White seconded the motion. The motion carried unanimously. Gary Sparks signed the document, which will be presented to the Board of Selectmen as required as part of the 41:14-a process.

**Request for Information from the Planning Board**

Historic District Commission

Melinda Gehris, Planning Board Member on the Historic District Commission, asked for the Planning Board's opinion on a matter of Regulations and Zoning.

The Historic Commission currently has the ability to review building permit applications through their Certificate of Approval process. The Commission is in the process of developing regulations and may be interested in expanding the items that would come under that review. Ms. Gehris identified "fences" as one potential issue that would involve expansion.

Ms. Gehris asked if the potential expansion was something the Planning Board could undertake this year for Town Meeting 2022 or if it would be better to wait a year.

There was a brief discussion and Robyn Payson said that it was her memory that the Planning Board wanted to see the regulations written for the Certificate of Approval process before moving forward with additional responsibilities.

The Board agreed and Ms. Gehris thanked the Board for their input.

There being no other business:

Jim Bailey made a motion to adjourn. Susanne White seconded the motion.

Meeting Adjourned at 7:45 pm.

Respectfully Submitted,

July 7, 2021 - Planning Board Meeting Minutes

Robyn Payson, Planning Director



**TOWN OF HILLSBOROUGH**

**Planning Department**

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**MEMORANDUM**

**TO:** Board of Selectmen

**DATE:** 07/08/2021

**FROM:** Planning Board

**RE:** Selectmen's 41:14-a Process-Planning Board Opinion

Partner's Farm LLC/

Black Pond Brook Preserve Subdivision Map 7 Lot 119 HCRD Plan 37065

Windsor Road

Request for Revocation of Subdivision

At the Planning Board meeting held on July 7, 2021 the Planning Board voted to recommend to the Board of Selectmen that the Selectmen convey back to the Developer and/or release the following easements/deed restrictions included in the "Partner's Farm subdivision":

1. Fire Cistern Easement-See HCRD Book 8311, Page 1133
2. Slope and Drainage Easement-See HCRD Book 8311, Page 1139
3. Turn-Around Easement-See HCRD Book 8311. Page 1136
4. Declaration of Conservation Restriction-See HCRD Book 8311, Page 1096
5. Access licenses along logging roads are to be terminated
6. Non-exclusive easement to pass and repass over and across the unbuilt roads shown and designated as "Black Pond Brook Drive", "Starboard Drive", and "Boathouse Way" on the plans are to be terminated

We suggest that the Selectmen obtain written confirmation from the Director of the Charitable Trust Division of the Attorney General's office that these conveyance and releases are acceptable by that office.