



MADBURY PLANNING BOARD

13 Town Hall Road, Madbury, NH 03823

Tel: 603 742-5131 • Fax: 603 742-2502

Approved

OFFICIAL BUSINESS

Minutes of: November 1, 2023

Meeting Convened: 7:00 pm

Members in Attendance:

Marcia Goodnow - Chair

Doug Hoff - Vice Chair

Tim Burt -Ex Officio

Tom Burbank

Michael Card - Secretary

Andrew Losee

Casey Jordan

Bill Courtemanche - Alternate

Support Staff:

Elizabeth Durfee - Contract Planner

Daphne Chevalier - Recording Secretary

Meeting Attendees:

Gayle Chiodo, 163 Drew Road

Richard Chiodo, 163 Drew Road

Peggy Wolcott, 98 Old Stage Road

Christopher Berry, 32 Shakespeare Road, Rochester

Anne Dickerson, 255 Littleworth Road

Eric Salovitch, 686 Central Ave, Ste 100, Dover

Caitlin DuBois, 254 Littleworth Road

Daniel Gordon, 175 Packers Falls Road, Durham

Amy Trafton, 175 Packers Falls Road, Durham

Kevin Baum, 127 Parrott Ave, Portsmouth

Ryan O'Brien, 254 Littleworth Road

1. Call to Order

Chair Goodnow called the meeting to order at 7:02 pm.

2. Seating of Alternates

No alternates were seated.

Chair Goodnow addressed the large audience this evening to make sure folks know the correct date for the housing forum will be next month, December 6, 2023 at 7 pm at the Town Hall. Mrs. Chiodo asked if there is a list of all the home businesses in Madbury. Chair Goodnow stated there currently isn't such a list but shared a few of the types of home occupations in town.

3. Approval of Minutes

Vice Chair Hoff requested a clarification amendment to the minutes under item 6 to indicate the Board did request a formal presentation from LandCare. **Motion** by Member Jordan to accept the minutes for 20 October, 2023 as amended. **Seconded** by Member Card. **Motion passed unanimously.**

4. Public Hearing Lot Line Adjustment of 255 and 257 Littleworth Road (Tax Map 1, Lot 14 and Tax Map 1, Lot 14C)

Applicant: D. Anne Dickerson Revocable Trust

Purpose: Applicant seeks to adjust the lot line between 255 and 257 Littleworth Road (Tax Map 1, Lot 14 and Tax Map 1, Lot 14C). This proposal would reduce Lot 14C by 214,143 square feet (4.9158 acres) and increase Lot 14 by the same amount.

Chair Goodnow reviewed the procedures for a public hearing and read the public notice. The Board then reviewed the application checklist to ensure application is complete.

Motion by Vice Chair Hoff to accept the application for consideration. **Seconded** by Member Jordan. **Motion passed unanimously.**

Chair Goodnow opened the public hearing at 7:15 p.m. Mr. Salovitch provided an overview of the proposed lot line adjustment between Tax Map 1, Lot 14 and Tax Map 1, Lot 14C. He noted he needs to add the title block on Board approval of the plans. He updated the zoning on the plan to include the aquifer overlay, setbacks, and updated abutters list. Member Burt asked about the rod. Mr. Salovitch explained the rod is to be set. Member Losee asked about how wetlands would be impacted by the change. Salovitch explained the entire parcel will be non-buildable.

No members of the public rose to speak in favor, opposition, or otherwise, nor were there written comments to enter into the record.

Chair Goodnow closed the public hearing at 7:22 pm. Member Jordan said the applicants just need to add the title block on the plans.

Motion by Vice Chair Hoff to move that the lot line adjustment between Tax Map 1, Lot 14 and Tax Map 1, Lot 14C be approved with the following condition: that the approval block is added to the final plat. **Seconded** by Member Jordan. **Motion passed unanimously.**

Vice Chair Hoff **moved** that the Chair or her designee be authorized to sign the plat when the condition is met. **Seconded** by Member Card. **Motion passed unanimously.**

5. LandCare: Review of completed Conditions Precedent established in October 2022

Applicant Daniel Gordon, Charles Street Holding LLC and 264 Knox Marsh LLC

The Board had the 19 October, 2022 decision in front of them, which lists the precedent conditions to be addressed this evening.

Christopher Berry with Berry Surveying and Engineering represented the applicants. Kevin Baum was also present to represent the applicants. Mr. Berry presented the updated plans. The Board and Mr. Barry reviewed the precedent conditions as outlined in the 19 October, 2022 minutes to ensure all conditions were met. Mr. Berry would like the Board to authorize the chair

to sign the plans when they are submitted. He wants to know how many copies are needed and what size and will have Mike Parsont sign them. Chair Goodnow says two copies should be sufficient.

Motion by Vice Chair Hoff to let the record reflect that the precedent conditions as outlined in the October 19, 2022 letter of decision for LandCare have been met with the exception of the Michael Parsont stamp. **Seconded** by Member Jordan. **Motion passed unanimously.**

Motion by Member Jordan to authorize the Chair or her designee to sign the finalized plans on receipt with the appropriate stamp when it is submitted. **Seconded** by Member Card. **Motion passed unanimously.**

Mr. Baum requested a copy of the minutes be sent to him once they are approved by the Board.

6. Old Business

- a. **Housing Survey Update:** Chair Goodnow has received a few more surveys in her mailbox.
- b. **Corrected date of Planning Board Housing Forum: December 6, 2023, 7pm**
- c. **Other:** The Board discussed items they should be thinking about in preparation for the January meeting. Member Jordan suggested the Board come up with a plan for short term rentals. He said the State of Maine put out a phenomenal housing report, which included a section on the coastal area and their shortfall with available housing.
- d. Mrs. Chiodo asked how the members of the Board learned what they needed to know to be a member of the Board. Chair Goodnow said Ms. Durfee has been essential and invaluable in assisting the Board. Ms. Durfee said there are workshops and classes available.
- e. Member Burt shared what is on the agenda for the next Select Board meeting this upcoming Monday evening at 7pm, including the Public Works Exploratory Committee report.
- f. Chair Goodnow informed the public that if they would like to provide her with their email addresses, she will send them a copy of the Planning Board agenda prior to meetings.

7. Adjournment

Motion to adjourn by Member Jordan. **Seconded** by Member Burbank. **Motion passed unanimously.**

Meeting adjourned: 8:07 p.m.

Respectfully submitted by Daphne Chevalier.