



**TOWN OF MADISON  
PLANNING BOARD  
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**PLANNING BOARD APPROVED MINUTES  
SEPTEMBER 5, 2018**

**MEMBERS PRESENT:** Chairman Marc Ohlson, David Cribbie, Paul Marks & Paul Littlefield  
Selectman John Arruda.

**MEMBERS EXCUSED:** Alternate Phil LaRoche

**OTHERS PRESENT:** Colleen King, Land Use Administrator, Carol Dandeneau

**POSTING DATES AND LOCATIONS:** August 23, 2018 at the Madison and Silver Lake Post  
Offices, and Madison Town Hall, upper and lower levels.

**CALL TO ORDER:** Chairman Ohlson called the meeting to order at 7:00pm.

**ELEVATION OF ALTERNATES:** None.

**APPROVAL OF THE AGENDA:** Mr. Cribbie made a **MOTION** to approve the agenda;  
Mr. Littlefield seconded. All Approved.

**APPROVAL OF AUGUST 1, 2018 MINUTES:** Mr. Marks made a **MOTION** to approve as  
amended; seconded by Mr. Cribbie. All Approved.

**PUBLIC COMMENT:** Mr. Ohlson opened the meeting for Public Comment.  
Hearing none, Mr. Ohlson closed the Public Comment portion of the meeting.

**PUBLIC HEARING**

Mr. Ohlson asked why there were no Public Hearings for tonight's meeting?

Mrs. King read from the August minutes, 'Case # 18-05 was continued the case until the Oct 3  
meeting by a vote of the Board. This continuance was to allow the Applicant's agent, Lorelie  
Gerard of Thaddeus Thorne Surveys, Inc, the time to complete the land survey with the correct  
boundary lines, for property located on East Madison Road, Map 248/ Lots 61, 61-1 & 61-2.  
The property is owned by the Raed Hertel Family Trust and the plan is to reconfigured the  
lot lines of the 2012 Approved 3-Lot Subdivision.

Mr. Ohlson inquired about the Hubbell subdivision on Tasker Hill Road. This case had a Preliminary Review with agent Ron Briggs at the August 1, 2018 meeting. Mrs. King stated that she has not heard from the applicant or the agent and recalled that Mr. Briggs mentioned that he would not be ready until the October or November meeting.

Mr. Ohlson inquired about the CSP Realty Trust on 45 Common Lane for Smitty's Garage Gym. Mrs. King stated that at the August meeting, the Board determined that Fire Chief would perform a Life Safety check and if passed, he would issue a Certificate of Occupancy. Mr. Ohlson asked if the Building Inspector check for any potential deficiencies in the Site Plan. Mrs. King stated that issue would be discussed under the Change of Use process later in the meeting.

#### **CHAIRMAN'S REPORT:**

Mr. Ohlson stated that all correspondence to or from the Planning Board goes through the Chair.

#### **SELECTMEN REPORT:**

Paving projects have been completed on the following roads: West View, Colby Hill, and West Shore Drive. At the next Planning Board meeting, the Selectmen hope to have an application before the Planning Board for a Boundary Line Agreement on Danforth Lane at the corner of Winter Lane. The land was taken by the Town with a house on it and will be selling it in the Spring of 2019. The Town has also taken a few lots of land in Edelweiss.

#### **ADMINISTRATION/CORRESPONDENCE:**

##### **2 Class VI Road Agreements**

- John Barraclough, Tax Map 16, Lot 029, on Twin Mountain Circle in the Davis Pond development. This was triggered by a renovation. Planning Board had no comment.
- Bayonne Construction, Map 111, Lot 108, on Madison Shore Blvd, in the Davis Pond. A new home will be built on the property. Planning Board had no comment.

Mr. Cribbie asked if the issue of Private Roads vs Class VI Roads was resolved? Mrs. King stated that she will contact Local Government Center before Counsel is asked.

**Voluntary Lot Mergers** – Adam Leiser, Village District of Edelweiss, Tax Map 108, Lots 081, 082, 083, 092, 093, and 094

**CIP** – On July 25, Mrs. King emailed the current CIP with a letter to all Department Heads requesting that they prioritize their needs and update the CIP for the next 7 years. The Dept heads were to complete their review and return it by Thursday August 30, 2018. Only the Fire Department and Library responded. Mr. Arruda asked if the DPW contacted Mrs. King regarding their CIP? Mrs. King has not received any email or requests from DPW on CIP.

Mr. Arruda stated that this will be reviewed at the next Selectmen's meeting. The school has not submitted any CIP.

#### **Change Of Use Document Discussion**

Mrs. King drafted a Change of Use form and presented it to the Board for discussion and review. Once the Planning Board approves this new form, it has to be approved by the Selectmen.

Mrs. King reviewed forms from several NH towns.

Mr. Cribbie asked if it would make sense for any commercial business to fill out a Change of Use and that if a Building Permit were issued, this would trigger a Change of Use.

There was discussion about how the form is initiated.

Mr. Marks stated that the number of current parking spaces needs to be listed and if additional parking spaces are needed.

Mr. Ohlson read the form and led discussion on each line. There was Board consensus that the Fire Chief and the Building Inspector need to reviews the form.

Mr. Cribbie stated that there a lot of business in town and that this information is needed.

Mr. Marks and Mr. Cribbie liked the form. Mr. Littlefield suggested that Page 2 be titled 'Property review'.

Mr. Ohlson suggested that this form remain on the agenda for next month.

First step is Planning Board review, 2nd step is approval of Building Inspector & Fire Chief.

Mr. Ohlson stated that this could be a staff review once the Fire Dept has approved.

Mr. Arruda will discuss the form with the Building Inspector.

**ADJOURNMENT:** Mr. Cribbie made a **MOTION** to adjourn; Mr. Arruda seconded.

Meeting adjourned at 7:47pm.

**MINUTES TAKEN BY:** Colleen King, Land Use Administrator

*These Minutes were APPROVED at the October 3, 2018 Planning Board meeting.*