



Planning Board Minutes  
PO Box 277  
Dublin, NH 03444  
September 21, 2023

The Planning Board met on September 21, 2023, in the basement of the Town Hall. Present were Don Primrose- Chair, Donna Garner- Vice Chair and Susan Peters- Select Board Representative. Also present were Members: Francis McKenna, Caleb Niemela, Alternates: Karl Eckilson, Neil Sandford, Brie Morrissey and Archie McIntyre. Absent were members, Katy Wardlaw, Kirsten Colantino and alternate, Bob Sardinskas.

**Call to Order:** Don opened the meeting at 7:00pm appointing Archie and Karl to sit in for Katie and Kirsten respectively.

**Approval of Planning Board Minutes, September 7, 2023:** Donna made a “motion to approve the minutes as amended”. Susan seconded. The motion passed unanimously with Caleb abstaining.

### **Old Business**

**Sign Permit for Avenues Recovery Community:** Don reported that he had been in contact with the corporate office in New Jersey, concerning signage. They have not provided documentation and information. Don informed them that the current sign is in violation of Dublin’s ordinance and is currently being recognized as a temporary sign. If they do not submit a complete sign application, the Select Board will be informed and non-compliance fees will be assessed.

**Driveway Permit- Map #3 Lot 46-C:** Application was negated.

### **New Business**

**Driveway Permit- Monument Road- TFF Realty LLC-Map7 Lot 25:** Site visited by Francis and Don. The road is relatively straight having no problem with sight clearance. None of the adjoining driveways along this road have culverts, so water runoff is a concern especially with evidence of undermining the existing town road. Roger will review the site and write his recommendations which will have a copy attached to the permit. Caleb made a “motion to accept the application and have the permit reflect the necessary improvements to meet water runoff concerns”. Francis seconded. The motion carried unanimously.

### **Planning Board Development**

**Conduct of Public Hearings:** Don reviewed the Rules of Procedure in view of the upcoming Sub-Division Public Hearing. Archie questioned approving the application for completeness and possible approval of the subdivision at the same Public Hearing. Don noted that before Approval

or Disapproval of the Application, the Planning Board may want to have a site visit and potentially have the Conservation Commission look at wetland and other issues. Discussion ensued about the scheduled date of Hearing, October 5<sup>th</sup>, and if publishing deadlines for the Public Hearing and notification of abutters meet State requirements. Since there were discrepancies in RSA guidelines, it was decided to postpone the Public Hearing until October 19, 2023 to insure that the legal timeline was followed. The Board will research the latest edition of the RSA and update the Planning Board's Rules of Procedure if needed.

### **Other Business**

**Updating Planning Board's Rules of Procedure Handbook:** Discussion ensued whether the Board has, or should have, the right to make changes to the publications. Editing changes can and should be made, such as updating State mandated RSA's. However, changes in policy or in an ordinance must be voted on in a town meeting.

**Map7 Lot 51A- 1459 Main Street:** Concern was raised that this property may not be in compliance with driveway/parking safety, sign restrictions and possible occupancy laws. The Board will review the ZBA's decision and the original Site Plan Review application to see if the established usage guidelines are being followed.

**Adjournment:** There being no further business, Susan made a "motion to adjourn the meeting at 8:50pm". Don seconded.

Minutes respectfully submitted by Pamela J. Celko