

COÖS COUNTY PLANNING BOARD
North Country Resource Center, Lancaster, NH
April 19, 2023

The regular meeting was opened at 6:05 pm by Vice Chairman Rineer.

ROLL CALL:

John Scarinza – Chair: Excused	Scott Rineer- Vice Chair: Present
Tom McCue: Present	Rick Tillotson: Absent
Mike Waddell: Present	Rep. Troy Merner: Present
Commissioner Ray Gorman: Present	Mike Ouellet - Alternate: Present
Leon Rideout - Alternate: absent	Ericka Canalas-Alternate: Present

ALSO IN ATTENDANCE: Tara Bamford, Planning Consultant (via Zoom); Attorney Jonathan Frizzell; Charles & Sonja Sheldon, Millsfield; Arnold Davis and Linda Harris, Administrative Assistant.

APPOINTMENT OF ALTERNATES:

Vice Chairman Rineer appointed Mike Ouellet for member John Scarinza and Ericka Canalas for Rick Tillotson.

APPROVAL OF MINUTES:

Tom McCue made a motion to approve the minutes of March 15, 2023, with the amendment to correct the spelling of Millsfield on page 1. Mike Waddell seconded the motion. There was no further discussion. The motion passed 5-0

NEW BUSINESS:

Submission of Application: Propan Realty Site Plan – Log Haven Lodging, Millfield Attorney Jonathan Frizzell appeared before the board representing Propan Realty on changing the use of the Log Haven Restaurant to a lodging facility. At the March 15, 2023 meeting, the Board requested a more detailed sketch be provided along with updated septic information. The final application with the additional information was received on March 29, 2023.

Attorney Jonathan Frizzell, on behalf of Roland Proulx, Propan Realty, LLC, presented a memo which clarified questions asked by Tara Bamford while reviewing the final application.

Vice-Chair Rineer noted that the application must be verified as complete and was reviewed by the Board. Tara Bamford noted that all of the information requested at the last meeting was provided. The only hanging question was the size of the septic system. Only the size of the septic is known and that it's adequate for a restaurant. Attorney Frizzell noted that a letter was submitted from James Wells indicating that the system was more than adequate for the proposed conversion. Mike Ouellet noted that Jim Wells is a reputable contractor and does a lot of work locally. A motion was made by Mike Waddell, seconded by Tom McCue to accept the application as complete. The motion passed 5-0.

PUBLIC HEARING

Notice is hereby given in accordance with RSA 676:4 that the Coös County Planning Board will meet on April 19, 2023 at 6:00 p.m. at the North Country Resource Center on Route 3 in Lancaster, N.H. to review a Site Plan Review Application submitted by Propan Realty LLC to convert the restaurant on Lot 1623-018 at 469 Route 26 in Millsfield from a restaurant to 5 lodging units. If the application is accepted as complete, a public hearing will immediately follow.

Vice-Chair Rineer opened the public hearing at 6:19 p.m.

Attorney Frizzell noted that a conceptual review was held at the March 15, 2023 meeting to change the existing restaurant to five lodging units. This would be interior changes only. There would be no signage change at this time. Attorney Frizzell has answered the questions from the review and submitted a final application on March 29, 2023.

Millsfield residents Charles and Sonja Sheldon had no objection to the project.

Tom McCue inquired from Tara Bamford if she had any concerns with the waiver requests. Tara Bamford had no conditions but paying the fees.

Findings of facts: The diagram presented at the review on March 8, 2023 showed three bathrooms for five units. The new diagram shows five bathrooms for five units.

Vice-Chair Rineer closed the public hearing at 6:25 p.m.

A motion was made by Mike Waddell, seconded by Tom McCue to approve the application as presented. The motion was approved 5-0.

OLD BUSINESS: There was none.

RATIFICATION OF ZONING PERMITS

Mike Ouellet reported that he had reviewed several applications, and most were simple. Board members discussed on certificates of occupancy or letters of compliance. Tara Bamford noted that this process has been on the Planning Board agenda because the Commissioners delegated their permitting authority to the Planning Board years ago, and Chairman Scarinza was issuing the permits and then having the Planning Board ratify them when they met, but if the Commissioners have now delegated that to Mike Ouellet, it doesn't need to be on the Planning Board agenda anymore. Commissioner Gorman confirmed that at the last Commissioners' Meeting the Board delegated the authority to Mike Ouellet to review and approved zoning permit applications. The Commissioners will ratify the permits at their monthly meetings.

A motion was made by Troy Merner, seconded by Mike Waddell to ratify the following zoning permits:

549	Steve & Sara Ducharme	Millsfield	4/19/23		28'x36' Single Family Home
550	Shaun Roy	Dixville	4/19/23		Rebuild 12'x16' shed
551	Brian Roper	Success	4/19/23	after the fact	moved gazebo, built shed, rebuilt deck
	Mt. Washington	Thompson/Meserve			
552	Railway Company	Purchase	4/19/23		replacement of existing tracks.
553	Doug Hanson	Cambridge	4/19/23		replace old camper trailer with 22'x31' new camp
554	Nancy Childress	Millsfield	4/19/23	after the fact	10'x20' prebuilt shed
555	Roland Picard, Jr.	W. Location	4/19/23	after the fact	changed bulkhead to doghouse style entry-way

The motion passed 5-0.

Tom McCue noted that going forward the approval of zoning permits will become a Board of Commissioners' process and will be placed as a list of approved permits on the Planning Board agenda.

Tara Bamford also noted that the State Fire Marshall will do approvals upon request.

TIME AND DATE OF NEXT MEETING

The next meeting is May 17, 2023, at 6 pm in Lancaster.

ADJOURNMENT

A motion was made by Tom McCue seconded by Troy Merner to adjourn at 8:20 pm. All approved, 5-0.

Respectfully submitted,
Linda Harris

Pending Approval