

Board Members Present: Chairman Paul Powers, Ex Officio Roger Barham, Member Jack Karcz, and Alternate Member/Administrative Assistant Leanne Miner.

Also Present: Jennifer Rowden of Rockingham County Planning Commission (RPC) via Teams and Project Team for Countryside Estates Mobile Home Park: Al Witham, Tom Duffy, Jim Franklin

I. WELCOME

Mr. Powers opened the meeting at 7:07 PM.

Mr. Powers appointed Leanne Miner as a voting member in place of Brett Hunter.

II. MINUTES

Mr. Karcz made a motion to approve meeting minutes for September 1, 2021, as amended.

Mr. Barham seconded the motion. The motion passed 4-0.

III. NEW BUSINESS

003-001 Al Witham, Witham Mobile Home Park Pre-Application Meeting - Lot Line Adjustment Proposal for Map 3, Lot 001 Mr. Witham and his team presented a modified version of their original proposal for lot line between Map 3, Lot 001 and Map 5, Lot 070.

The Board provided additional feedback including the requirement that the Lot Line Adjustment (LLA) adhere to the 1987 Mobile Home Park regulations. The same regulations may be found on the original signed and recorded plan. Some of the requirements included maintaining a minimum of 20,000 square feet for each mobile home site, 30 feet distance between homes and the park must remain at least 25 acres overall. The current zoning ordinance will apply to any structures (homes, septic, etc) such that they meet current property setbacks. The current proposal shows 2 mobile home sites as having less than 20,000 square feet so the Applicant would need to seek variance from the Zoning Board of Appeals (ZBA). The Board communicated the timeline for the LLA once submitted and offered to review the LLA with the condition that any variances required by the ZBA be approved.

Mr. Barham inquired about the environmental impacts and there was discussion about timing of the remediation approval and anticipated remedy action. Ms. Miner suggested they look at any easements or space that might be required to address the impacted area in the future.

There was discussion about the history of the front portion of the park. There was also discussion about the lack of location detail for the water utility for the mobile home sites and suggestions on how to address obtaining that information.

IV. CONTINUED BUSINESS - None

V. ADMINISTRATION, OTHER

1. Circuit Rider Business

- a. Masterplan –Recreation Chapter – The Conservation Commission has nominated Rich Cooper for the Subcommittee. Dennis Howland of the Open Space Advisory Group and Trails Group is also anticipated to be on the subcommittee. We are looking for 2 Planning Board members to volunteer. Ms. Miner to solicit volunteers and follow up at the next Board meeting.

- b. Masterplan –Natural Resources Chapter –Jack Karcz and Conservation Commission members Bill Knee and Cindy Crane have volunteered to be on this subcommittee. We are looking for 1 more Planning Board member to volunteer. Ms. Miner to solicit volunteers and follow up at the next Board meeting.
- 2. Incoming Correspondence and Project Updates –
- 3. Administration – No updates
- 4. Other Department News

VI. ADJOURNMENT

Ms. Miner made a motion to adjourn the meeting at 8:00 PM. Mr. Karcz seconded the motion. The motion passed 4-0.

Respectfully Submitted,
Leanne Miner