

Meeting Minutes for  
Public Meeting/Public Hearing  
February 18, 2025  
RO, JA, KM, DS, KG, AB

**PLANNING BOARD**  
**RINDGE, NEW HAMPSHIRE**  
**February 18, 2025**

**DATE:** February 18, 2025

**TYPE:** Public Meeting/Hearing

**APPROVED:** 3/18/2025

**TIME** 7:00 pm

**CALL TO ORDER:** 7:00 pm

**ROLL CALL MEMBERS:** Roberta Oeser, Joel Aho, Kim McCummings, Doug Seppala

**ROLL CALL ALTERNATES:** Kelen Geiger

**ABSENT:** Tom Coneys, Rob Chamberlain, Max Geesey

**EX OFFICIO:** Tom Coneys (absent) Alternate Karl Pruter is not in attendance.

**PLANNING DIRECTOR:** Al Bump

**APPOINTMENT OF ALTERNATES:** Kelen to sit for Rob Chamberlain,

**OTHERS PRESENT:** Mark Hower, Forbes Farmer, Trevor Fletcher,

**Call to order and Pledge of Allegiance**

Chairman Roberta Oeser said this meeting is being videotaped as well as live streamed.

**Roll call by Chairperson**

**Appointment of alternates, if necessary**

**Announcements and Communications**

There were no announcements

**Approval of Minutes:**

1. February 4, 2025

**MOTION:** Kelen Geiger moved to accept the minutes of February 4 as written. Joel Aho seconded the motion. **Vote: 3-0-2** Kim and Doug abstained.

**Old Business/Continued Public Hearings**

1. **Continued from February 4, 2025: CONSIDERATION OF** an application for a Major Subdivision submitted by GRAZ Engineering, LLC, 323 West Lake Road, Fitzwilliam NH 03447, on behalf of Ashoryn, LLC, PO Box 283, Rindge, NH 03461, for property located at Tax Map 2, Lot 46-1-1 on Dale Farm Road and Knight Lane, in the Business-Light Industry and Residential-Agricultural Zoning Districts. The applicant is seeking approval for a 15 lot subdivision.

Meeting Minutes for  
Public Meeting/Public Hearing  
February 18, 2025  
RO, JA, KM, DS, KG, AB

Chairman Roberta Oeser said the reason this was continued is because the amended plans came in with not enough time to review. Roberta said that Trevor Fletcher from GRAZ Engineering is here on behalf of Ashoryn to present these plans.

Some of the items discussed included:

- The actual access is from Middle Winchendon Road
- There is no buffer shown as this is surrounded by “common land”.
- Drainage pipe location has been revised.
- They are attempting to mitigate wetlands disturbances to satisfy NH DES Wetlands Bureau.
- Third Party Review will take place with Clough Harbour.

Chairman Roberta Oeser said that the Planning Office Memo dated February 18, 2025 is quite lengthy and will become part of the record.

Chairman Roberta Oeser said that construction bonds are not required until a building permit is requested. This is a change in the law and will be part of the conditions of approval.

Chairman Roberta Oeser read the following list of suggested conditions from the Planning Memo:

“If the Planning Board is satisfied that all issues and concerns have been addressed, I recommend the Planning Board consider the following conditions of approval of the Saybrook Drive - Planned Unit Residential Development:

- 1) All applicable governmental permits shall be obtained, which may include, but are not limited to:
  - a. NHDES Alteration of Terrain Permit
  - b. NHDES Subdivision Approval for all proposed lots under 5 acres
- 2) Prior, during and after recording of the decision, the applicant shall be made aware that any conditions placed on this Planned Unit Residential Development through other governmental or permitting agencies are hereby included in this approval.
- 3) The project is subject to the Phased Development Ordinance and shall be phased such that occupancy permits will be granted in the following manner:

Year:	Number of Units:
1	4
2	4
3	4
4	3

- 4) Active and substantial development or building under RSA 674:39, I, relative to the 5-year exemption to regulations changes shall be 5 years from the date when all conditions

Meeting Minutes for  
Public Meeting/Public Hearing  
February 18, 2025  
RO, JA, KM, DS, KG, AB

precedent has been met. The applicant has 180 days to meet all conditions precedent, or the approval is null and void. The applicant may request an extension to this requirement with proper justification for an extension. Substantial completion within the development, required within 24 months of final approval per RSA 674:39, shall be the construction of the roadway with gravel, utilities and drainage in place.

- 5) No occupancy permits shall be granted until the base course of pavement is in place.
- 6) An inspecting engineer has been chosen by the Planning Board and will be paid for by the applicant to ensure the roadway is built according to the plans and to town standards.
- 7) The applicant shall provide a construction bond or surety for the construction of the road for an amount to be calculated by the applicant and approved by the inspecting engineer and DPW director. The construction bond or surety shall be in place prior to the issuance of the first building permit.
- 8) The applicant shall provide the planning office with 4 paper copies and an electronic copy of final plans once all approvals have been obtained.

NOTE:: Conditions 1, 2, 7 and 8 are conditions precedent”

Roberta Oeser said that there is an upcoming Warrant Article pertaining to the Phased Development Ordinance. If that article passes, Matt Olson may want to consider returning before the Board to amend his phasing scheduling.

**MOTION:** Joel Aho moved to grant approval of the “Saybrook Drive - Planned Unit Residential Development” subdivision application on Tax Map 2 Lot 46-1-1 as presented with the 8 aforementioned conditions. Doug Seppala seconded the motion. **Vote: 5-0-0**

<b>2. DISCUSSION: Site Plan Regulations and Short Term Rentals (STR)</b>
--

Chairman Roberta Oeser said that, if the Short Term Rental Warrant Article passes in a few weeks, we will need to have a list of requirements for approval. She provided the Board with a mark-up Submission Requirements taken in part from the Site Plan Review regulations. Roberta said, if the Warrant Article passes, we will need to hold a public hearing to amend the Site Plan Regulations with changes. She asked the Board to review these suggested changes.

A discussion took place of potential changes to the Site Plan Review Regulations regardless of what happens with the Short Term Rentals warrant article.

Planning Director Al Bump said that he has reviewed this and doesn’t have a problem with it. This does not present an undue burden while at the same time, it allows the Planing Board to get a handle

Meeting Minutes for  
Public Meeting/Public Hearing  
February 18, 2025  
RO, JA, KM, DS, KG, AB

on what is going on in town. Al Bump asked the Board what makes sense to them. He said ,when the Short Term Rental owner comes to the Board, it should be a simple, check the block process.

Some discussion took place which included:

- Allowing applicants to use Tax Maps and Deeds in lieu of surveys
- Clarification of the last line under Major Site Plan Review Submissions which refers to discretionary documents and a 10 day notification.
- Other changes needed to the Site Plan Review Regulations
- The need to have a streamlined process.
- Entering the building and location of smoke detectors is not addressed (It is under the Conditional Use Permit).
- Board of Selectmen suggested a licensing process. The Planning Board can control land use but not licensing.

Planning Director Al Bump said we can try this out and if it doesn't meet our approval, we can make the necessary changes.

**Planning Office Report**

Kelen Geiger said that March 4<sup>th</sup> is a Planning Board meeting as well as Candidates night. After some discussion, it was decided to cancel the March 4<sup>th</sup> meeting and move it to March 18. Chairman Roberta Oeser said we do not do Public Hearings on the 3<sup>rd</sup> Tuesday , so someone could come in for a Conceptual but not a Public Hearing. Newly elected members will need to be sworn in.

<b>Non Public Session per RSA 91-A:3 II c</b>
---

**MOTION:** Roberta moved to go in Non Public Session per RSA 91-A.3 IIc Joel Aho seconded.  
Roll Coll Vote: Doug-AYE; Roberta-AYE, Joel-AYE, Kim-AYE, Kelen-AYE

Adjourned: 7:35 PM

Respectfully submitted,  
Planning office staff