

**OSSIPEE PLANNING BOARD**  
**Meeting Minutes**  
**August 15, 2023**

Minutes have been recorded for the convenience of summarization by Laura Nash, Boards & Commissions Secretary and are deleted once the minutes are board approved; any amendments to the minutes are noted in ***bold & italic*** type.

**Call to Order:** Bruce Stuart, Vice Chairman called the Planning Board Meeting to order at 7:21 PM and requested all cellphones to be silenced.

**Pledge of Allegiance:** Was recited by all in attendance.

**Roll Call:** Sharon “Sharie” Cohen, Chairman, Bruce Stuart, Vice Chairman, Roy Barron, Krystal Eldridge,

**Absent:** Brian Ames, Ash Fischbein and Melissa Ames (Alternate)

**Public Input:** Chairman Sharon “Sharie” Cohen called for public input unrelated to any case being presented tonight. None was heard.

**Meeting Minutes:** Review to approve Meeting Minutes of April 18, 2023, July 18, 2023 and August 1, 2023.

With the absence of Chairman Sharon “Sharie” Cohen from the previous meetings and having only three other members present the minutes are moved until the September 5, 2023 due to not having a quorum.

**Financial:** Budget Report for July 2023 – a copy was given to each member present.

**Unsatisfied Conditions:**

- **Case #23-06-SPR: KOGO, LLC (Kilowatts-on-the-Go)** – owner, Victoria Perez of EVR Realty, LLC and Representing Agent: Scott Lawler of Norway Plains Associates, Inc.
  1. Pending: Revised plan showing relocation of handicap parking – [Received 08/08/2023](#)
  2. Pending: Planning Board Signature Block - [Received 08/08/2023](#)

The Board acknowledged receipt of the revised plan noting the addition of the Planning Board Signature Block and relocation of the handicap parking. With all conditions met Chairman Sharon “Sharie” Cohen called for a motion.

A **Motion** by K. Eldridge for **Case #23-06-SPR: KOGO, LLC (Kilowatts-on-the-Go)** – owner, Victoria Perez of EVR Realty, LLC of 930 White Mountain Hwy. Tax Map: 123 Lot: 021 is Granted Final Approval for a Site Plan Review to allow for a change in use of the existing building and construction of electric vehicle (EV) charging stations. All Federal, State, and Local Regulations shall be followed. Stuart seconded. No discussion. A unanimous vote was taken by a show of hands. **Motion passed.**

***Chairman Cohen Noted: The Selectmen, any party to the action or any person directly affected has a right to appeal this decision within 30 days. To avoid lapsing of the approval, there should be substantial construction or liability within 2 years of the decision. See New Hampshire Revised Statutes Annotated, Chapter 677, available at the Ossipee Town Hall.***

**New Business:** Chairman Sharon “Sharie” Cohen read the description prior to each case being presented and deferred the questioning over to Vice – Chairman Stuart since he is more familiar with each case.

- **Case # 23-04-LM:** William & Celia Harben of 130 Circuit Rd. & Circuit Rd. Tax Map: 247 Lot: 026 and Tax Map: 261 Lot: 040 is seeking a Lot Merger of a triangular parcel to the primary parcel. (Case continued from August 1, 2023).

Vice – Chairman Stuart thanked Mr. and Mrs. Harben for all the deed research and back ground work they did to determine ownership of the triangular parcel. Vice – Chairman Stuart read an email response from Matt Sawyer, Town Administrator to the Planning Board’s request for a legal opinion for this lot merger request. Matt Sawyer, Town Administrator made the following points: “The Applicant has ownership via a deed to all the land in question; the Applicant has been paying taxes on all the land in question for decades; the Applicant believes there may be a dispute with the neighbor about the boundary line which would create an ownership dispute of some of the land being merged. However, the PB has not seen any evidence of any such dispute. If the neighbor wants to dispute the boundary line and ownership of some of the land, the burden would be on her/him to do so in civil litigation. This would have nothing to do with the Town. Therefore, the Town has no dog in that fight and spending money on an Attorney to settle a land dispute which doesn’t even exist at this point, would not be an acceptable use of taxpayer money. It would seem to us that the Applicant can proceed with the merger.”

Vice – Chairman Stuart commented with that being said, he called for a motion to accept the application as complete.

A **Motion** by Barron to accept the application as complete for **Case # 23-04-LM:** William & Celia Harben of 130 Circuit Rd. & Circuit Rd. Tax Map: 247 Lot: 026 and Tax Map: 261 Lot: 040 request for a Lot Merger of a triangular parcel to the primary parcel. Stuart seconded. No discussion. A unanimous vote was taken by a show of hands. **Motion passed.**

A **Motion** by Barron for **Case # 23-04-LM:** William & Celia Harben of 130 Circuit Rd. & Circuit Rd. Tax Map: 247 Lot: 026 and Tax Map: 261 Lot: 040 to Grant the request for a Lot Merger of a triangular parcel to the primary parcel. All Federal, State and Local Regulations & Permitting shall be followed. Stuart seconded. No discussion. A unanimous vote was taken by a show of hands. **Motion passed.**

***Chairman Cohen Noted: The Selectmen, any party to the action or any person directly affected has a right to appeal this decision within 30 days. To avoid lapsing of the approval, there should be substantial construction or liability within 2 years of the decision. See New Hampshire Revised Statutes Annotated, Chapter 677, available at the Ossipee Town Hall.***

- **Case #23-01-SUBD:** Pitchfork Holdings, LLC c/o Evans Brothers, LLC. Representing Agent: Christopher Berry of Berry Surveying & Engineering for 800 Route 16, Tax Map: 124 Lot: 007 is requesting a proposed (7) Lot Subdivision of the 19-acre parcel. The following permits pending approval and other application revisions needed: (Case continued from June 6<sup>th</sup>, 2023, July 5<sup>th</sup>, 2023, July 18<sup>th</sup>, 2023 & August 1, 2023) Requested a continuance until August 15<sup>th</sup>, 2023 pending time to complete the following conditions.
  1. Local Subdivision Approval
  2. Local Zoning Board Approval
  3. NHDES Subsurface (State Subdivision Approval)
  4. An updated NHDOT Permit (for driveway)
  5. EPA Notice of Intent and Stormwater Pollution & Prevention Plan
  6. Natural Heritage Bureau (NHB)
  7. Department of Historical Resources (DHR)
    - a. Update narrative to remove the need for a variance

- b. Updated plans
- c. Balance of Application Fees
- d. Fire Chief's Letter of Approval

Kevin Poulin presents on behalf of Christopher Berry as the representing agent. Kevin Poulin noted the frontage is along 800 Route 16. The site is composed of sandy soils that are well drained away from Route 16 towards Frenchmen's Brook on the eastern side of the subject property. Evans Drive was constructed and approved in 2012 and approximately 500 ft. was constructed which leads to an existing contractor building. For each of the (7) lot subdivision each lot will be serviced by an onsite well and effluent disposal system. The project proposes to collect the stormwater in roadside swales and direct it to two onsite infiltration rain gardens that are proposed to be oversized with the intention of future development of the lots and the use of these treatment ponds. Kevin Poulin proceeded to address the Board's comments from the prior meeting:

1. Local Subdivision Approval - [Pending](#)
  2. Local Zoning Board Approval – [Not needed](#)
  3. NHDES Subsurface (State Subdivision Approval) – [Received notification on August 15, 2023 Approval #: eSA2023081501](#)
  4. An updated NHDOT Permit (for change of use of the driveway permit) – [Application submitted and is pending a response back from NHDOT.](#)
  5. EPA Notice of Intent and Stormwater Pollution & Prevention Plan – [Is submitted \(1\) month prior to construction](#)
  6. Natural Heritage Bureau (NHB) – [Is not required as part of the Notice of Intent for the Stormwater & Pollution Plan.](#)
  7. Department of Historical Resources (DHR) for existing structure on the parcel – [Application submitted and is pending a response back from DHR and is required as part of the Notice of Intent for the Stormwater & Pollution Plan.](#)
- a. Update narrative to remove the need for a variance – [The narrative has been updated to include that the variance is not needed and has been removed from application. There is no Conditional Use Permits, and no Wetland Impacts required as part of the application.](#)
  - b. Updated plans – Presented on August 15, 2023
  - c. Balance of Application Fees – [Submitted and were Received on August 10, 2023](#)
  - d. Fire Chief's Letter of Approval – Received on August 10, 2023 [the Fire Chief had the following are my comments:](#)
    1. The road (Evans Way) appears to meet code as long as the minimum 20 foot width shown with 4 foot shoulders and a minimum unobstructed vertical clearance of 13 ft. 6 inches are maintained clear. The minimum radius for curves in a roadway is 70 feet. The cul-de-sac shows a 70 foot radius. This is acceptable as shown.
    2. The 30,000 gallon cistern shown is to be approved by this Department **prior** to installation. [The grading and details for the fire cistern has been added and shown on the plan.](#)
    3. Please be sure to have the road sign and street number for each unit posted in accordance with NFPA and 911 requirements. [A no outlet sign has been added to the beginning of the subdivision.](#)
    4. Once approved by the Planning Board, please have a complete set of plans sent to this Department for review and approval for the cistern. I look forward to working with you and the owners on this project.

Vice-Chairman Stuart inquired if a copy of the state NHDOT and DHR applications have been submitted as part of the application. Kevin Poulin did not have them with him but could get copies from the office and will forward them to the secretary.

Vice-Chairman Stuart commented that he likes the way the test pits data is displayed. Vice-Chairman Stuart inquired and Kevin Poulin pointed out on page 3 of the plans the location of the wetlands, the cistern will be located on the inside curve of lot #7-6.

Vice-Chairman Stuart questioned the width of the paved road. Kevin Poulin noted it will be 20 ft. wide and confirmed it will have 4 ft. shoulders. Barron noted the Fire Chief letter states what he's requesting for road width, signage and the 30,000 gallon cistern.

A **Motion** by Stuart to accept the application as complete for **Case #23-01-SUBD**: Pitchfork Holdings, LLC c/o Evans Brothers, LLC. Representing Agent: Christopher Berry of Berry Surveying & Engineering for 800 Route 16, Tax Map: 124 Lot: 007 is requesting a proposed (7) Lot Subdivision, pending receipt of the following conditions:

1. NHDOT – approval and/or copy of submitted applications.
2. Department of Historical Resources - approval and/or copy of submitted applications.

Barron seconded. No discussion. A unanimous vote was taken by a show of hands. **Motion passed.**

A **Motion** by Barron for **Case #23-01-SUBD**: Pitchfork Holdings, LLC c/o Evans Brothers, LLC. Representing Agent: Christopher Berry of Berry Surveying & Engineering for 800 Route 16, Tax Map: 124 Lot: 007 is **Granted Conditional Approval** a proposed (7) Lot Subdivision, pending receipt of the following conditions:

1. NHDOT – approval and/or copy of submitted applications.
2. Department of Historical Resources - approval and/or copy of submitted applications.
3. Mylar plan for recording with Carroll County Registry of Deeds.

Stuart seconded. No discussion. A unanimous vote was taken by a show of hands. **Motion passed.**

Chairman Sharon “Sharie” Cohen read the following case descriptions.

- **Case #23-03-SUBD**: Gregory C. Bemis of 185 Dorrs Corner Rd. Tax Map: 231 Lot: 027. Representing Agent is Frank McMahon of White Mountain Survey & Engineering; a Division of Horizon Engineering is seeking a (4) lot subdivision of the 24.35+/- acres. Lots 1, 2, and 4 will require State subdivision approval for having an area of 5 acres or less. Lot 3 is larger than 5 acres and state approval is not required. Requesting waivers from subdivision regulations for:
  - Section 11.01, D – Length to width ratio
  - Section 11.02, A – HISS mapping
  - Section 11.02, B – Ground control

Frank McMahon presented revised plans to the Board members. Vice-Chairman Stuart inquired of the secretary, who confirmed that she has not received any further information on this application.

Vice-Chairman Stuart reviewed the pending the following revisions: Frank McMahon response is in blue.

1. Copies of all Federal, State and Local application per SUBD Regulation 9.06 E

Pending the return of the Wetland Scientist, who is on vacation to sign the final plans. Frank McMahon requests conditional approval pending the signing of the final plan.

2. Depict Wetland flag numbers on plan with point locations

Frank McMahon confirmed those have been added to the plan annotated by an "A".

3. Survey and set monuments on easement between lots (1) and (2) next to wetlands – Vice-Chairman Stuart acknowledged seeing the monuments noted on the plan.
4. Access Points on Easement must be a deed per SUBD Regulations 12.30 and 12.31 - Vice-Chairman Stuart inquired how the engineers have determined to comply with SUBD Regulations 12.30 and 12.31. Frank McMahon stated currently he has it noted for when the final plan comes out on the description of what they intend to do. Frank McMahon stated that it is going to be a shared driveway but recorded in the deed once and is noted on the plan under "Driveway Easement Note:".
5. Conditions of the Easement per SUBD Regulation 9.06 A - Frank McMahon stated he has contacted Gregory Bemis, who has to address this with his attorney when drawing up the deeds and is supposedly working on document.
6. Fire Chief to re-review plans per SUBD Regulation 11.05 D - Frank McMahon stated he only has the initial review from the Fire Chief. Barron has concerns if the Fire Chief may want a turn around on the easement for the fire trucks.
7. Add ADS marker to legend - Vice-Chairman Stuart acknowledged seeing the ADS noted in the legend.
8. List all driveways within 200 ft. per SUBD Regulation 8.01 B - Vice-Chairman Stuart acknowledged the driveways are noted on the plan.
9. Chicken coop and Lean tube encroaching Lot (3) to be relocated onto own property or apply for variance. Speak with the Ossipee Zoning Officer – Discussion ensued over who's responsible for ensuring the encroaching chicken coop and wood frame garage are relocated to the correct property and setbacks and is the Board allowed to grant the subdivision knowing these structures are encroaching. After discussion, the Board was polled and K. Eldridge, B. Stuart, B. Barron and S. Cohen all voted in favor of sending a letter to the Zoning Officer making him aware of the situation and The Board felt that it was an existing property line and that it is not a concern for the Board or in approving the subdivision.
10. Letter from Public Works Director pursuant to RSA 674:39 and SUBD Regulation 13.13 - Frank McMahon stated he went to the location with the PWD and the Highway Foreman, who sent an email stating they are okay with the driveway easement for this location.
11. Add revised signature block to the plans- Vice-Chairman Stuart acknowledged the driveways are noted on the plan.
12. Letter to Electric Company - Barron inquired if each lot owner will have access rights over the easement to access the utility power lines because they cannot cross the swamp connect powerlines. They will have access the powerline from the access point on Lot #1. Their going to need an easement otherwise the land owner can deny access across his property.

Vice-Chairman Stuart inquired if a letter was submitted to the Electric Company on behalf of the applicant to review the plans. Barron excused himself from the meeting for a few minutes to take a phone call. Vice-

Chair Stuart reviewed the application and noticed that they it was marked N/A and inquired of Frank McMahon if they are seeking a waiver from sending the plans to the Electric Company. Multiple discussions ensued over the existing power lines versus contacting the Electric Company and whether or not an easement would be needed for any of the proposed lots. After discussion [Vice-Chairman Stuart is requesting a letter from the Electric Company stating any concerns they may have with providing power to the lots. The wetlands involved an access easement.](#)

Waivers Requested:

**Section 11.02-B** – Ground control – no longer required because they put the numbers on the flags and put them on the plan.

**Section 11.01-D** – Length to width ratio

A **Motion** by Stuart for **Case #23-03-SUBD**: Gregory C. Bemis of 185 Dorrs Corner Rd. Tax Map: 231 Lot: 027 to grant the waiver request from SUBD **Section 11.01-D** – Length to width ratio. Barron seconded. No discussion. A unanimous vote was taken by a show of hands. **Motion passed.**

**Section 11.02-A** – HISS mapping

A **Motion** by Stuart for **Case #23-03-SUBD**: Gregory C. Bemis of 185 Dorrs Corner Rd. Tax Map: 231 Lot: 027 to grant the waiver request from SUBD **Section 11.02-A** – HISS mapping. Barron seconded. No discussion. A unanimous vote was taken by a show of hands. **Motion passed.**

The secretary inquired of Vice -Chairman Stuart about SUBD Regulation 9.06 A – Vice-Chairman Stuart why it's a condition and subsequently read the regulation.

9.06 **Documentation Required** - Where applicable to a specific subdivision, the following are required prior to approval of a subdivision in a form approved by the Board and Town Legal Counsel.

- A. The conditions of any easement, reservation, dedication of land for public use, and the proposed use of sites other than residential shall be noted on the plan or attached. A copy of such private deed restrictions and/or covenants for protection of open space or other purposes as are intended to cover part or the entire tract shall accompany the Final Plan.

A **Motion** by Stuart to accept the application as complete for **Case #23-03-SUBD**: Gregory C. Bemis of 185 Dorrs Corner Rd. Tax Map: 231 Lot: 027. Representing Agent is Frank McMahon of White Mountain Survey & Engineering; a Division of Horizon Engineering is seeking a (4) lot subdivision of the 24.35+/- acres. Lots 1, 2, and 4 will require State subdivision approval for having an area of 5 acres or less. Lot 3 is larger than 5 acres and state approval is not required, pending the following conditions:

1. Receive a copy of all State and Local application per SUBD Regulation 9.06 E
2. Letter to Electric Company concerning easement and wetlands.
3. NHDES Subsurface (State Subdivision Approval)
4. Wetlands Scientist Signature on the revised plan
5. Conditions of the Easement per SUBD Regulation 9.06 A for proposed Lots #1 & 2
6. Five (5) copies of Final Plan
7. Mylar of final plan for recording with Carroll County Registry of Deeds.

K. Eldridge seconded. No discussion. A unanimous vote was taken by a show of hands. **Motion passed.**

Discussion ensued over the date to continue **Case #23-03-SUBD**: Gregory C. Bemis of 185 Dorrs Corner Rd. Tax Map: 231 Lot: 027. Frank McMahon requested September 19, to allow time for state approvals. Frank

McMahon was advised to contact the secretary and request another continuance to date certain if more time is needed to obtain approvals.

A **Motion** by Barron to Continue **Case #23-03-SUBD**: Gregory C. Bemis of 185 Dorrs Corner Rd. Tax Map: 231 Lot: 027 until September 19, 2023. K. Eldridge seconded. No discussion. A unanimous vote was taken by a show of hands. **Motion passed.**

- **Case #23-07-SPR**: Burch's Bait & Tackle, LLC c/o Brittney & Thomas Burch of 56 Chickville Rd. Tax Map: 108 Lot: 019 is seeking to open and operate a bait and tackle shop out of his 8 ft. X 14 ft. shed on his home property as a home business in the residential district.

Thomas Burch presented with a revised drawing for review showing the setbacks, parking and scaled plan.

Vice-Chairman Stuart acknowledged the explanation for the N/A's from the checklist. A brief discussion ensued over the information provided.

A **Motion** by K. Eldridge to accept the application as complete for **Case #23-07-SPR**: Burch's Bait & Tackle, LLC c/o Brittney & Thomas Burch of 56 Chickville Rd. Tax Map: 108 Lot: 019 request for a Site Plan Review to open and operate a bait and tackle shop out of his 8 ft. X 14 ft. shed on his home property as a home business in the residential district. Barron seconded. No Discussion. A unanimous vote was taken by a show of hands. **Motion passed.**

A **Motion** by K. Eldridge for **Case #23-07-SPR**: Burch's Bait & Tackle, LLC c/o Brittney & Thomas Burch of 56 Chickville Rd. Tax Map: 108 Lot: 019 is Granted a Site Plan Review to open and operate a bait and tackle shop out of his 8 ft. X 14 ft. shed on his home property as a home business. All Federal, State, and Local Regulations shall be followed. Barron seconded. No Discussion. A unanimous vote was taken by a show of hands. **Motion passed.**

***Chairman Cohen Noted: The Selectmen, any party to the action or any person directly affected has a right to appeal this decision within 30 days. To avoid lapsing of the approval, there should be substantial construction or liability within 2 years of the decision. See New Hampshire Revised Statutes Annotated, Chapter 677, available at the Ossipee Town Hall.***

Chairman Cohen requested to recuse herself from the next case because she is an abutter.

Barron noting if Cohen recuses herself the Board no longer had a quorum. He suggested polling the Board.

Chairman Cohen explained how and where she is an abutter to the applicant. Vice-Chairman Stuart polled the Board to determine if anyone had an issue with her sitting on the Board for this case.

The Board was polled and K. Eldridge, B. Stuart, and B. Barron all voted they had no issue or concerns with S. Cohen remaining on the Board as a voting member for the next case.

Chairman Cohen returned to the table with voting status. Mr. Huffman was asked if he had any objections to the S. Cohen remaining on the Board for his case. Mr. Huffman had no concerns or issues.

Vice-Chairman Stuart read the case description.

- **Case #23-01-BLA**: William A. & Shannon M. Huffman and Maplehurst Farm Trust c/o Ted Wright of White Mountain Survey & Engineering of 275 Granite Rd. Tax Map: 261 Lot: 010, 279 Granite Rd. Tax Map: 261 Lot: 011 and 285 Granite Rd. Tax Map: 261 Lot: 012 is seeking a Boundary Line Adjustment of .28 acres from Lot: 012 to become part of Lot: 10 and Lot: 011 lot lines will be absorbed and become part of Lot: 010.

Vice-Chairman Stuart commented that he did not see any issues with this application and asked Frank McMahon to present the plans.

Frank McMahon explained the boundary line nearly goes through the shed. Currently the lot is non-conforming due to lack of frontage. But with the Boundary Line Adjustment 0.28 acres of Tax Map: 261 Lot: 012 will be given to Tax Map: 261 Lot: 010 making it less non-conforming. The acreage portioning is as follows. The existing acreage for Tax Map: 261 Lot: 012 is 38+/- acres with a portion of 0.28 acres to become part of Tax Map: 261 Lot: 010, leaving Tax Map: 261 Lot: 012 with 37.2+/- acres. The existing acreage of Tax Map: 261 Lot: 010 is 1,324 sq. ft. with 10,660 sq. ft. from Tax Map: 261 Lot: 012 giving Tax Map: 261 Lot: 010 a sub-total acreage of 11,974 sq. ft. and the existing 0.01 acre or 400 sq. ft. for Tax Map: 261 Lot: 011 boundaries will be absorbed by Tax Map: 261 Lot: 010 giving Tax Map: 261 Lot: 010 a total of 12,384 sq. ft.

Frank McMahon explained the following Waivers Requested.

Section 9.05 (L): Survey entire lot – They have not surveyed the entire lot but have surveyed the lines effected by the boundary line adjustment and have noted all the details.

Section 9.05 (P): Location of existing and proposed easements, deed restrictions, parks, and open space, areas reserved by the developer, existing buildings, water courses, ponds, ledges, wetlands and other significant natural and man-made features on-site and estimated location within two hundred (200) feet of the subdivision boundary lines. - Requesting a waiver since they have not surveyed the entire lot of Tax Map: 261 Lot: 012, they cannot accurately depict all the features.

There are no wetlands on-site so no wetlands delineation was done, the well is located in the northwest corner of Tax Map: 261 Lot: 010 and there will have to be an easement for the well burdening lot Tax Map: 261 Lot: 010 and lot Tax Map: 261 Lot: 011 serving lot Tax Map: 261 Lot: 012.

Barron inquired if the water rights easement is noted on the plan and in the deeds. Vice-Chairman Stuart read the existing and proposed easement descriptions from the plan. Frank McMahon explained the need for the second easement is because by doing the boundary line adjustment it subsequently blocks the well off from Tax Map: 261 Lot: 012. So, a second easement is needed for the water rights.

The application and plans were reviewed noting that the plan is missing the signature block and the deed descriptions for the water rights for lot Tax Map: 261 Lot: 012 and lot Tax Map: 261 Lot: 010 need to be on the plan and in the deeds.

A **Motion** by K. Eldridge to accept the application as complete for **Case #23-01-BLA: William A. & Shannon M. Huffman and Maplehurst Farm Trust c/o Ted Wright of White Mountain Survey & Engineering of 275 Granite Rd. Tax Map: 261 Lot: 010, 279 Granite Rd. Tax Map: 261 Lot: 011 and 285 Granite Rd. Tax Map: 261 Lot: 012 request for a Boundary Line Adjustment.** Barron seconded. No Discussion. A unanimous vote was taken by a show of hands. **Motion passed.**

Waiver Requested:

A **Motion** by Stuart for **Case #23-01-BLA: William A. & Shannon M. Huffman and Maplehurst Farm Trust to Grant a Waiver Request from Subdivision Section 9.05 (L): from having to survey the entire lot.** Barron seconded. No Discussion. A unanimous vote was taken by a show of hands. **Motion passed.**

A **Motion** by Stuart for **Case #23-01-BLA: William A. & Shannon M. Huffman and Maplehurst Farm Trust to Grant a Waiver Request from Subdivision Section 9.05 (P): from having identify the location of existing and proposed easements and other features.** K. Eldridge seconded. No Discussion. A unanimous vote was taken by a show of hands. **Motion passed.**

Discussion on how to word the water rights easement ensued. Barron suggested that Tax Map: 261 Lot: 010 will share with Tax Map: 261 Lot: 012 water right easement to repair and use without interference.

A **Motion** by Stuart for **Case #23-01-BLA**: William A. & Shannon M. Huffman and Maplehurst Farm Trust of 275 Granite Rd. Tax Map: 261 Lot: 010, 279 Granite Rd. Tax Map: 261 Lot: 011 and 285 Granite Rd. Tax Map: 261 Lot: 012 are **Granted a Conditional Approval** for a Boundary Line Adjustment, pending the following conditions:

1. Provided an easement regarding water rights to repair and use with no interference for Tax Map: 261 Lot: 010 to share with Tax Map: 261 Lot: 012 to be on both properties deeds and description stated on the plans.
2. All Federal, State and Local Regulations shall be followed.

Cohen seconded. No Discussion. A unanimous vote was taken by a show of hands. **Motion passed.**

Discussion ensued over whether this approval is final or conditional approval. After discussion the Board advised Frank McMahon to return to the next Meeting on September 5, 2023 with the deed descriptions on final plans, the deeds with the water rights easement noted and the mylar plan for recording.

A **Motion** by Barron to continue **Case #23-01-BLA**: William A. & Shannon M. Huffman and Maplehurst Farm Trust of 275 Granite Rd. Tax Map: 261 Lot: 010, 279 Granite Rd. Tax Map: 261 Lot: 011 and 285 Granite Rd. Tax Map: 261 Lot: 012 until September 5, 2023 pending the following conditions:

1. Deed descriptions on final plans,
2. The deeds with the water rights easement for Tax Map: 261 Lot: 010 and Tax Map: 261 Lot: 012.
3. Mylar plan for recording.

K. Eldridge seconded. No Discussion. A unanimous vote was taken by a show of hands. **Motion passed.**

### **Unsatisfied Conditions: Continued**

A **Motion** by Cohen to remove **Case #23-06-SPR: KOGO, LLC (Kilowatts-on-the-Go)** – owner, Victoria Perez of EVR Realty, LLC from the list of Unsatisfied Conditions. Barron seconded. No discussion. A unanimous vote was taken by a show of hands. **Motion Passed.**

### **Unfinished Business:**

- **Master Plan:** Housing Chapter Discussion continues...
  1. Stuart stated the Envision Night with OEDC is scheduled for August 24, 2023. Stuart reached out to Carol Ogilvie and Ivy Vann for either date. Stuart spoke with Joy Gagnon, who has sent out a flyer advertising the Planning Board Housing Envision Night scheduled for Thursday, August 24, 2023 at the Town Hall Bud Avery Memorial Gymnasium from 4:00 pm to 9:30 pm.
  2. Carol Ogilvie, Master Plan Housing Chapter Consultant will be attending a Special Planning Board meeting to be held on September 5, 2023 at 5:30 pm to 6:45 pm at the Freight House.

The attending Board members were given a preliminary copy of Chapter 1 – Population Analysis and Chapter 2 – Housing Analysis to review and prepare for the Special Meeting to be held on September 5, 2023.

- **Application for Lot Merger:** The secretary reviewed the revisions with the Board and a Public Hearing has been scheduled for September 5, 2023 at 7:00 pm in the Freight House. The proposed revisions have been posted at the Town Hall, the Center Ossipee Post Office and on the Town's website.

A **Motion** by Cohen to hold the Public Hearing on the proposed revisions to the Lot Merger Application on September 5, 2023, 7:00 pm at the Freight House. Stuart seconded. No discussion. A unanimous vote was taken by a show of hands. **Motion Passed.**

- **Sign SPR & SUBD Regulations, Rules of Procedures:** Copies were submitted for the Board's signatures. The attending members entered their signatures and the remaining members will sign at the next meeting.

**Next Meeting:** September 5, 2023 at the Freight House

**Any Other Business Which May Come Before This Meeting:** Chairman Sharon "Sharie" Cohen called for any other business. None heard.

Chairman Sharon "Sharie" Cohen called for a motion to adjourn.

**Adjournment:**

A **Motion** by Barron to adjourn. Stuart seconded. No discussion. A unanimous vote was taken by a show of hands. **Motion passed.**

**Meeting adjourned** at 9:08 PM.

Minutes approved by majority vote of the Board on –

\_\_\_\_\_  
Date

\_\_\_\_\_  
Sharon "Sharie" Cohen, Chairman  
Ossipee Planning Board

\_\_\_\_\_  
Bruce Stuart , Vice - Chairman  
Ossipee Planning Board