



**Planning Board Meeting**  
Monday, August 8, 2016 7:00 PM  
Council Chambers, City Hall

**MINUTES**  
**Approved 8/22/2016**

**I. Roll Call**

**Present:** Marilyn Harris, Richard Wahrlich, James Short, Charlene Lovett, Victor Bergeron, David Putnam, Rois Neil Ward, Jr.

**Absent:** William Greenrose, Bruce Kolenda, Nicholas Koloski, Marlene Jordan

**City Staff:**

Mr. Wahrlich asked Mr. Ward to sit in for Mr. Greenrose.

**II. Review of Minutes – July 11, 2016**

**Corrections:** Change the word “grown” to “grow” on page 5

**Motion:** To accept the minutes of July 11<sup>th</sup> as complete.

**Made by:** Mr. Short   **Second:** Mr. Bergeron

**Vote:** Mayor Lovett abstained; all others voted in favor

**III. Old Business**

**IV. New Business**

- a. **PL 2016-00011 DLC Investments, Spofford, NH:** Application for Site Plan approval for two 30 ft x 120 ft self-storage buildings at **Winter Street #2**. Tax Map 108, Lot 71. Zoning district: CR2

Mr. Wahrlich read the public notice.

The applicant asked to have the hearing continued to the next meeting so as to have more time to address concerns raised by the City Planner.

**Motion:** To continue the hearing to the August 22<sup>nd</sup> meeting.

**Made by:** Mr. Putnam                   **Second:** Mr. Short

**Vote:** Unanimous in favor

- b. **PL 2016-00012 Deglace LLC, Louisville, KY:** Application for a Special Use Permit for a change of use from retail to chocolatier business at **40 Union Street**. Tax map 107, Lot 13. Zoning district: MU

Mr. Wahrlich read the public notice.

Due to a communication error, the applicant was unable to attend this meeting, but would be present for the August 22<sup>nd</sup> meeting.

**Motion:** To continue the hearing to the August 22<sup>nd</sup> meeting.

**Made by:** Mr. Putnam                      **Second:** Mayor Lovett

**Vote:** Unanimous in favor

**V. Reports from Boards and Commissions**

Mr. Putnam reported that the subcommittees for the first group of Master Plan chapters have begun to meet. Public notices and minutes of each subcommittee meeting are posted on the Master Plan Update page of the City website.

**VI. Other**

Mayor Lovett asked the Board to consider using meetings when there are no applications to review to do some proactive planning. She suggested routinely reviewing the ordinances and regulations and working on implementation of the Master Plan.

**VII. Correspondence**

**VIII. Adjournment**

**Motion:** To adjourn the meeting.

**Made by:** Mr. Bergeron                      **Second:** Mr. Putnam

**Vote:** Unanimous in favor.

The meeting adjourned at 7:23 PM.

Respectfully submitted,

*deForest Bearse*