

**PLANNING BOARD
27 School Street
HILLSBOROUGH, NH
March 6, 2024**

TIME: 7:00 p.m. –7:10 p.m.

DATE APPROVED: 3/20/24

MEMBERS: Susanne White- Chairperson, Nancy Egner -Vice Chairperson, Ed Sauer-Second Vice Chairperson, Adam Charrette, Steve Livingston, Bryant Wheeler

EX-OFFICIO: James Bailey III

PLANNING DIRECTOR: Robyn Payson

ALTERNATES: Kim Opperman, Dana Clow, Morgan Tanafon

Excused: Morgan Tanafon, Steve Livingston, Ed Sauer

Public: Andrew Morris, John Cilli

Pledge of Allegiance

Call to Order:

Chairperson Susanne White called the meeting to order at 7:00 PM and called the roll. Kim Opperman was appointed to be an alternate for Ed Sauer and Dana Clow was appointed to sit in place of Steve Livingston.

Minutes

02/21/24 Nancy Egner made a motion to approve the minutes. Jim Bailey seconded the motion. The motion carried with Dana Clow abstaining.

Public Hearing

Change of Use/Waiver of Site Plan Review

118 West Main Street (Map 11P Lot 346)

John Cilley

Robyn Payson introduced the application by John Cilley to convert an existing retail use to a residential use. Mr. Cilley has already been granted the Special Exception necessary for a residential use at street level. The reason behind this is that the NH Department of Transportation changed the access to the building because of the Town sidewalk project and those changes made a retail use of the building not viable. She said the application is complete and ready for review.

Jim Bailey made a motion to accept the application. Adam Charrette seconded the motion. The motion carried unanimously.

Mr. Ciley was asked if he had anything to add to what Robyn Payson said.

Mr. Cilley said he would be relocating his daughter's business to a new location.

Susanne White said she understood this would be a four-bedroom apartment.

Mr. Cilley said it would be. He said he would talk to the Building Inspector about it being a handicapped accessible apartment.

Dana Clow said he hadn't seen an application for a change of use for water and sewer.

Mr. Cilley said he would during the building permit application process.

Susanne White opened the public hearing. There being no comments she closed the public hearing.

Nancy Egner made a motion to approve the application for a Change of Use /Waiver of Site Plan Review application submitted by John Cilley at 118 West Main Street (Map 11P Lot 346) to change the use of the street level commercial use to a residential use as stated in the application and in accordance with the findings of fact.

Findings of Fact

1. The property is located at 118 West Main Street
2. The property is located in the Commercial District.
3. The application was presented by John Cilley.
4. The application is to convert a former retail space into a four-bedroom apartment at street level.
5. No waivers were requested as a part of this application.
6. This application conforms with section 185-5.1, A, 1 and 2 of the Site Plan Regulations.:
 - A. A change of use which does not expand the floor area of a building by more than 200 square feet or involve construction on the site of a building with a floor area greater than 200 square feet is exempt from Site Plan Review, provided that: [Amended 10-2-2002]
 - (1) No adverse impacts beyond site boundaries will occur, due to:
 - (a) Increased traffic.
 - (b) Groundwater and drainage.
 - (c) Sanitary and solid waste disposal.
 - (d) Lighting/glare.
 - (e) Noise.
 - (f) Fumes, odors or air pollutants.

(2) Municipal services, facilities and utilities will not be overburdened or adversely impacted.

Bryant Wheeler seconded the motion. The motion carried unanimously.

There being no further business Dana Clow made a motion to adjourn. Nancy Egner seconded the motion.

Meeting Adjourned 7:10 pm

Respectfully Submitted,
Robyn L. Payson, Planning Director