

**PLANNING BOARD**  
**27 School Street**  
**HILLSBOROUGH, NH**  
**May 1, 2024**

**TIME:** 7:00 p.m. –7:15 p.m.

**DATE APPROVED:** 5/15/24

**MEMBERS:** Susanne White- Chairperson, Nancy Egner -Vice Chairperson, Andrew Morris, 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:** Kim Opperman, Dana Clow, Morgan Tanafon

**Public:** Ali Lyons, James McGuire, Keith Cobbett

**Pledge of Allegiance**

**Call to Order:**

Chairperson Susanne White called the meeting to order at 7:00 PM and called the roll.

**Minutes**

**04/17/24-** Steve Livingston made a motion to approve the minutes. Jim Bailey seconded the motion. The motion was carried unanimously.

**Public Hearing**

**Change of Use**

29 West Main Street

Alison Lyons

Robyn Payson introduced the application for the change of use from an existing school to a hair salon. The applicant is not requesting any waivers and the application is ready for review by the Board.

Jim Bailey made a motion to accept the application. Nancy Egner seconded the motion. The motion carried unanimously.

Susanne White called on Alison Lyons to present her application.

Ms. Lyons said she had been working in a building in town for 15 years and as soon as the Montessori school became available, she decided to move her salon there.

There are no structural changes that will be made to the building.

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Susanne White asked the Board if they had any questions.

Andy Morris talked about the additional parking.

Mr. McGuire said there will be parking in the front and the back.

Nancy Egner asked about the sinks and water and sewer.

Ms. Lyons said there would be two shampoo stations. There is an existing bathroom and a kitchenette.

Susanne White asked if they needed to do anything with water and sewer.

Robyn Payson said there is a change of use that has to be done through water/sewer.

Mr. McGuire talked about water/sewer's new fees.

Ms. Lyons said they have been told to pay for a new business, but she has already been a business in Town so she doesn't feel it is very fair. She said there is nobody to talk to to discuss it. She said the building is there and it is already hooked up so she doesn't know where those fees come into play.

There was further discussion about the water/sewer fees.

Susanne White said water/sewer is not accountable to anyone but the voters.

Susanne White opened the public hearing.

Keith Cobbett who owns Granite State Computers next door, said he was there to support the business.

There being no other questions or comments Susanne White closed the public hearing.

Adam Charrette asked if the parking proposed included new additional parking.

Mr. McGuire said no, the total number of spaces is 11.

Steve Livingston made a motion to approve the application for a Change of Use (school to hair salon) submitted by Alyson Lyons at 29 West Main Street Turnpike (Map 23 Lot 142) as demonstrated in the application, with the following conditions and in accordance with the Findings of Fact.

**Conditions of Approval**

1. Compliance with all state, federal and local laws, regulations, and ordinances.
2. Hours of operation will be Monday through Sunday from 8:00 am -8:00 pm

**Findings of Fact:**

1. The property is located at 29 West Main Street
2. The property is located in the Central Business District.
3. The application was presented by Alyson Lyons
4. The application is to change the use of the building from a school to a hair salon.
5. Hours of operation will be Monday through Sunday from 8:00 am to 8:00 pm
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.

Jim Bailey seconded the motion. The motion carried unanimously.

**Work Session**

**Capital Improvements Plan**

Robyn Payson asked the Board if they had any questions or comments about the draft Capital Improvement's plan.

Adam Charrette asked about "Safety/Town Office Engineering Plans" which are under "Town Administration" in the CIP. He said there were no description or details about it in the plan. Jim Bailey said that was because the scope was being developed and there are no specifics that have been decided.

Robyn Payson said nothing in the plan is set in stone.

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Steve Livingston said that this was a “want” list.

The public hearing on the Capital Improvements plan is set for 5/15/24.

**Other Business**

Jim Bailey said someone came to him with a complaint about their neighbor who runs their diesel truck for hours. He wanted to know if there were any ordinances or if Planning Board could do anything about that.

Robyn Payson said the Planning Board could not do anything and that the person could call the police.

There was a brief discussion about the matter.

There being no other business, Nancy Egner made a motion to adjourn. Jim Bailey seconded the motion.

**Meeting Adjourned 7:15 pm**

Respectfully Submitted,  
Robyn L. Payson, Planning Director