

**PLANNING BOARD
15 Central Street
HILLSBOROUGH, NH
September 03, 2025**

TIME: 6:00 p.m. –7:00 p.m.

DATE APPROVED 09/17/25

CHAIRPERSON: Susanne White

VICE CHAIRPERSON: Dana Clow,

MEMBERS: Andrew Morris, Steve Livingston, Bryant Wheeler, Kim Opperman

EX-OFFICIO: James Bailey III

PLANNING DIRECTOR: Robyn Payson

ALTERNATES: Cathy Houle,

Excused: Kim Opperman, Jim Bailey, Cathy Houle

Public: Charles Eastley III, Melissa Eastley, Chuck Eastley, Richard Head (Chairman, Conservation Commission), Steve Criner, Robin Loupa

Guest: Mike Tardiff CNHRPC

Pledge of Allegiance

Call to Order:

Chairperson Susanne White called the meeting to order at 6:00 PM and called the roll. Steve Kim Opperman, Jim Bailey and Cathy Houle were absent.

Minutes

8/6/25-Andrew Morris made a motion to approve the minutes. Steve Livingston seconded the motion. The motion carried unanimously.

Old Business

Reconsideration of Decision

Change of Use

39 School Street (Map 24 Lot 41)

William McDonald

Robyn Payson informed the Board that there had been an error in the approval of the application. There was a motion made to approve and subsequently within that motion there was a motion to amend the conditions of approval. The Board then took a vote that they believed approved the application. The vote was in fact to approve the amendment to the condition, and no vote was taken to approve the application. She asked the Board to reconsider the decision and take the final vote to approve the application.

Dana Clow made a motion to reconsider the decision made on August 20, 2025, on the application. Steve: Livingston seconded the motion. The motion carried unanimously.

Steve Livingston made a motion to approve the Change of Use/Waiver of Site Plan Review application submitted by William McDonald of 39 School Street (Map 24 Lot 41) with the conditions and findings of fact amended at the meeting of 8/20/25. Andrew Morris seconded the motion. The motion carried unanimously.

Public Hearings

Site Plan Review

94 Hall Road (Map 7 Lot 174)

Charles Eastley III

Robyn Payson introduced the application. There are waivers requested as part of the application. If the waivers are granted, the application is complete.

Charles Eastly III was asked to explain why the waivers should be granted.

Richard Head helped Mr. Eastley III to explain the waiver letter.

The following waivers from the town of Hillsborough Site Plan Application being requested.

Waiver 1

11. Existing grades, drainage systems, structures and topographic contours at intervals not exceeding two feet, with spot elevations, where grade is less than 0.5%

Mr. Head reviewed the waiver with Mr. Eastley III.

Mr. Head and Mr. Eastly III said the property was flat and it would be expensive. He is also not putting in any drainage structures. He will be putting in a gravel parking lot.

Waiver 2

15. Sizes and locations of all existing public and private utilities and all present landscaping as may be required. This shall include the locations and sizes of existing public utilities that are located off-site but are planned to be connected.

Mr. Head asked Mr. Eastley III If he would be connecting anything to any utilities, building any structures on the property or clearing any landscaping. Mr. Eastley III said no.

Waiver 3

24. Locations, types and sizes of all proposed landscaping and screening.

Mr. Head asked Mr. Eastley III if he was putting in any landscaping or screening. Mr. Eastley III said no.

Dana Clow asked if there were any resource areas that were of concern on the property.

Mr. Head said this was not under any groundwater protection area.

Steve Livingston made a motion to grant the waivers. Dana Clow seconded the motion. The motion carried unanimously.

Andrew Morris made a motion to accept the application as complete. Dana Clow seconded the motion. The motion carried unanimously.

Susanne White asked Mr. Eastley III to describe his operation.

Mr. Eastley III said he would be selling vehicles on Facebook Marketplace. The vehicles would be parked on the property, but they would be sold through Facebook Marketplace, and he will eventually have a website. He said there will be one-on-one appointments so there will not be a lot of street traffic. There will be no servicing of vehicles on the property. The only thing that will be done there is cleaning.

Susanne White asked if there was electricity there for that.

Mr. Eastley III said there was through the house.

Dana Clow asked if it was occupied or is going to be occupied. Mr. Eastley III said his father would be selling the house to him and he would live there.

Andrew Morris said he was familiar with the property.

Susanne White opened the public hearing.

Richard Head said the Conservation Commission did not have any problem with this property. He began expressing proposed conditions and Chairperson Susanne White suggested he listen to what was already being proposed and then he could add on to it.

Draft Conditions:

1. Compliance with all local, state and federal laws and regulations.
2. All vehicles for sale must be displayed in a neat and orderly condition.
3. All vehicles on the lot must be able to pass NH State Inspection.
4. No “junk cars” will be stored on site.
5. Type of vehicles for sale on this lot shall be cars, trucks, and SUVs only.
6. There will be no Motor Vehicle Service on this lot.

7. There will be no more than 18 vehicles for sale on the lot at any given time.
8. Any expansion of use must come before the Planning Board.

Mr. Head then suggested adding the following conditions:

All vehicles will be parked in designated spots.

No exterior lighting will be added to the site.

Steve Criner was Mr. Eastley III's wood shop teacher in Highschool. He spoke to Mr. Eastley III's work ethic and stated that he bought a truck from Mr. Eastley III that he was very happy with.

Robin Loupa said she is very familiar with that piece of property, she said she has family that has lived in that home. She said her concern was that the home had continuous health issues. She said the Building Inspector considered the building to be condemned on July 24th. If this piece of property is going to be utilized for the present and the future state of having customers come purchase cars and go into that home, if that home has not been secured, repaired or brought up to code, is that a concern of the town? She said she needed to bring this to the Board's attention. She said she has had conversations with Mike Borden (Building Inspector) in reference to this and her concern is that these issues have been taken care of.

Mr. Eastley Jr. said he is the owner of the property, and he has been in contact with Mike Borden and they have a building permit. He described the work that had been done so far and what needed to still be done. He anticipates one more inspection needs to be done and they will be ready for their Certificate of Occupancy.

Ms. Louba said she is concerned that the improvements have not been made and she asked the Board to approach Mike Borden about this.

Dana Clow said it sounds like it is being done with a permit

Ms. Louba said what she is talking about is the relationship between the town and the owner. That is what she is concerned about. She wants to make sure all of the requirements are followed through.

Chairperson Susanne White said a Certificate of Occupancy can't be issued until everything meets code.

Dana Clow said the assumption the Board has to make is that Mike Borden will not sign off until the building is up to code.

Robyn Payson said that Mike Borden is extremely thorough and extremely demanding when it comes to following the Building Codes.

Andrew Morris asked if the concerns of Ms. Louba are only about the residence.

Chairperson Susanne White asked where the paperwork would be done.

Mr. Eastley III said in the front of the house.

Chairperson Susanne White asked how far they thought they were from getting a Certificate of Occupancy.

Mr. Eastley Jr. said they were waiting for windows to come in either this week or next week.

Chairperson Susanne White closed the public hearing.

Robyn Payson said she added a condition that stated “The building must be in compliance with all Building Codes.

Chairperson Susanne White asked about the parking spots and where the personal and customer vehicles would be parked.

Mr. Eastley III said his personal vehicles would be parked at the side of the property.

Dana Clow asked if there would be a sign.

Mr. Eastley III said he was required to have a sign.

Dana Clow talked about the people coming to the lot to look at the cars.

Mr. Eastley III said sales are through Facebook Market Place and people would come look at the vehicles by appointment only.

There was discussion about parking for vehicles and customers.

Chairperson Susanne White asked if the number of spaces should include customer parking.

Andrew Morris said when the Board has approved similar businesses customer parking has not been addressed.

Steve Livingston made a motion to approve the application for a Site Plan Review submitted by Charles Paul Eastley III 94 Hall Road (Map 7 Lot 174) to have Motor Vehicle Sales on the property with the following condition and in accordance with the findings of fact.

Conditions of Approval

1. 4Compliance with all local, state and federal laws and regulations.
2. All vehicles for sale must be displayed in a neat and orderly condition.
3. All vehicles on the lot must be able to pass NH State Inspection.

4. No “junk cars” will be stored on site.
5. Type of vehicles for sale on this lot shall be cars, trucks, and SUVs only.
6. There will be no Motor Vehicle Service on this lot.
7. There will be no more than 18 vehicles for sale on the lot at any given time.
8. Any expansion of use must come before the Planning Board.
9. The building must be in compliance with all Building Codes
10. Vehicles must be parked in delineated spots.
11. No exterior lighting will be added to the site.

Findings of Fact

1. The property is located at 94 Hall Road
2. The property is located in the Rural District.
3. The applicant received a Variance for Motor Vehicle Sales in the Rural Zone June 9, 2025
4. The application was presented by Charles Eastley III .
5. The owner of record is Charles Paul Eastley Jr..
6. The applicant demonstrated that the application conforms with Chapter 185 Site Plan Regulations with waivers granted.

Bryant Wheeler seconded the motion. The motion carried unanimously.

Work Session

Housing Chapter and Survey

Mike Tardiff CNHRPC

Mike Tardiff presented the final draft of the housing survey. It will be finalized and entered into Survey Monkey and sent out to the Board initially. The intention is for it to release it by the end of September.

There being no other business, Andrew Morris made a motion to adjourn. Steve Livingston seconded the motion.

Meeting Adjourned 7:00 pm

Respectfully Submitted,
Robyn L. Payson, Planning Director