

**PLANNING BOARD  
27 School Street  
HILLSBOROUGH, NH  
March 18, 2026**

**TIME:** 6:00 p.m. –7:00 p.m.

**DATE APPROVED** 4/4/26

**CHAIRPERSON:** Chairperson Susanne White

**VICE CHAIRPERSON:** Dana Clow,

**MEMBERS:** Andrew Morris, Steve Livingston, Cathy Houle, Kim Opperman

**EX-OFFICIO:** James Bailey III

**PLANNING DIRECTOR:** Robyn Payson

**ALTERNATES**

**Excused:** Kim Opperman

**Public:** Patty Sweeney, Jan Bevaey, Joy Gill, Alex Mellen. Ian Healey

**Pledge of Allegiance**

**Call to Order:**

Chairperson Susanne White called the meeting to order at 6:00 PM and called the roll. Kim Opperman was absent.

**Minutes**

**2/18/26-**Andrew Morris made a motion to approve the minutes. Steve Livingston seconded the motion. The motion carried with Dana Clow abstaining.

**Public Hearing**

**Change of Use**

460 D West Main Street (Map 11F Lot 232)

Joy Gill

Ms. Gill said she was looking to change the use of an office to a coffee shop.

Dana Clow made a motion to accept the application. Cathy Houle seconded the motion. The motion carried unanimously.

MS. Gill described her plan for a takeout coffee shop. There will be no inside seating. There will be prepackaged food available but no cooking on site.

There was discussion about the possibility of a drive through, but the applicant would have to go back to the Planning Board for that.

Operating hours are 6:30 am to 2:30pm, sometimes until 6:00pm Tuesday-Saturday.

Chairperson Susanne White opened the public hearing.

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

Steve Livingston made a motion to approve the application for a Change of Use submitted by Joy Gill on behalf of Brandon Brooks of New England Development at a property located at 460 D West Main Street (Maps 11F Lot 232). The application dated 2/25/26 is for the conversion of office space into a coffee shop. The application is granted with the following conditions and in accordance with the findings of fact.

**Conditions of Approval**

1. Compliance with all local, state, and federal laws and regulations.
2. Hours of operation will be Tuesday-Saturday 6:30 am to 5:00 pm

**Findings of Fact**

1. The property is located at 460 D West Main Street.
2. The owner of record is Brandon Brooks of New England Development.
3. The application meets the requirements of section 185-5.1 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:
    - (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.
4. The Change of Use is from an office to a coffee shop.

Jim Bailey seconded the motion. The motion carried unanimously.

**Change of Use**

24 Center Road (Map 12 Lot 340)  
Alex Mellen

Robyn Payson read her plan review for this application. It is for an in-home retail business that will be for selling guns. Patronage will be by appointment only. The applicant has to follow all state and federal laws. Robyn Payson received some calls of concern about the gun shop and she consulted with Town Counsel who told her this application could only be considered as a retail use and the fact it is a gun shop cannot be taken into consideration according to state law. She read the information she received on this

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topic to the Board. The applicant will need to go to the ZBA for a variance for a retail use in the Residential Zone. They are scheduled for April 13.

Dana Clow as one of the Water Sewer Commissioners overseeing Alex, he recused himself but reserved the right to participate as a member of the public.

Steve Livingston made a motion to accept the application. Andrew Morris seconded the motion. The motion carried unanimously.

Alex Mellen was called on to present his application. He said this was a small operation by appointment only. He will be selling guns and ammunition and supplies. There will be no large inventory and it will be pretty low traffic.

Andrew Morris asked if he would be providing repair services.

Mr. Mellen said no but he might consider it in the future.

Steve Livingston said Morse (Morse Sporting Goods) started in his garage 40 years ago. That's a good way to get going.

Andrew Morris asked if you have to be licensed.

Mr. Mellen said he will be applying for a federal firearms license.

Dana Clow asked if he could carry some inventory.

Mr. Mellen said he could.

Dana Clow asked if there were requirements for gun storage.

Mr. Mellen said no but they will be in a locked room

Chairperson Susane White asked if they would be in a gun safe.

Mr. Mellen said no that wasn't his plan. They would be on a rack but that is something he might consider in the future.

Susanne White opened the public hearing.

Ian Healey said as a concerned citizen with three little kids living across the street it seems like it is not the right place for it. He is concerned about the security that would be required

Chairperson Susanne White said the Board is not allowed to discuss this as a "gun store" per se.

There was discussion about the state being unwilling to regulate guns and gun sales.

Mr. Healey asked if the better place to air his concerns is the ZBA.

Robyn Payson said they would be under the same constraints.

Ian Healy talked about traffic as the business grows.

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Robyn Payson said that can be addressed by the ZBA.

There was discussion about the ZBA process as it pertains to this application.

There was discussion about the ATF. Robyn Payson said she had already spoken to them, and they were the ones she told that Mr. Mellen would need to get approval from the Planning Board and ZBA.

Mr. Mellen has to follow all federal laws.

Mr. Healey asked if these were going to be on line sales.

Mr. Mellen said they weren't but that is a possibility in the future.

Mr. Healy said you can't even talk about this.

Andrew Morris said you can talk about them you just need to talk to the people in the state that have some control over these laws.

Chairperson Susanne White said her suggestion was that he talk to his state representatives and senators to see if anything can be done on their level.

Chairperson Susanne White closed the public hearing.

Andrew Morris made a motion to approve the application for a Change of Use/Home Business submitted by Alex Mellen of Mellen Firearms LLC at the property located at 24 Center Road (Maps 12 Lot 340). The application dated 2/25/26 is for the conversion of room in the house into a "by appointment only" gun shop. The application is granted with the following conditions and in accordance with the findings of fact.

### **Conditions of Approval**

1. Obtaining approval of a Variance before the Zoning Board of Adjustment.
2. Compliance with all local, state, and federal laws and regulations.
3. Hours of operation will be Monday thru Friday 5:00 pm-7:00 pm and Saturday 9:00 am-12:00 pm
4. Patronage of the gun shop will be "by appointment only."

### **Findings of Fact**

1. The property is located at 24 Center Road.
2. The owner of record is Alex and Veronica Mellen
3. The company is Mellen Firearm Sales LLC
4. The use is less than 40% of the existing net floor area of the primary residence.
5. The gun shop will be "by appointment only".

6. The application meets the requirements of section 185-5.1 of the Site Plan Regulations which are:

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:

- (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.

Steve Livingston seconded the motion. The motion carried unanimously.

### **Work Meeting**

#### **Master Plan Housing Chapter**

Central NH Regional Planning Commission

Mike Tardiff

Mike Tardiff reviewed the draft updates to the Housing Chapter of the Master Plan.

### **Other Business**

#### **Accept Survey**

566 Beard Road Map 8 Lot 7

Stephen H. Holdt TTEE

This is a survey of the property. No changes to the property are being proposed. The Board needs to review and accept it.

Following discussion, Andrew Morris made a motion to accept the survey. Cathy Houle seconded the motion. The motion carried unanimously.

There being no further business Steve Livingston made the motion to adjourn Jim Bailey seconded the motion.

Meeting Adjourned 7:00 pm

Respectfully Submitted,  
Robyn L. Payson, Planning Director