

**Durham Planning Board
Meeting Minutes
December 5, 2018**

Note: The DVD recording and/or streaming videos located on the Town's website are legal records of this meeting. Copies of the DVD recording are available by contacting the Town Office.

Call to Order: Vice Chairwoman Anne Torregrossa calls the meeting to order at approximately 6:35 p.m.

Members present: Anne Torregrossa, Vice Chair; Juliet Caplinger; Brian Lanoie; Bonnie Cobb; Allison Goodridge, Associate; and Wesley Grover, Associate; Chairman John Simoneau arrived late.

Also present: Bob Forrest, Code Enforcement Officer

Establishment of Quorum: Chairwoman Torregrossa announces a Quorum has been met.

Pledge of Allegiance: Done

Acceptance of Minutes: Minutes were accepted from November 7, 2018 meeting.

Continuing Business:

Bowie's Organics: The Board continues discussion on this project for an organics recycling operation. A representative for Bowie's Organics presents a detailed site plan, but the Board finds there is still information needed to complete the application. The Board also finds there is no need for a site walk. The Board set a special meeting for Wednesday, January 16, 2019 to receive the rest of materials needed to complete the application and possibly issue a Conditional Use Permit.

New Business:

a) Heather Roy – Conditional Use Permit for a daycare:

The daycare business is already in operation. The Board finds Roy's application incomplete and tables it until their next regular meeting on Wednesday, January 2, 2019.

b) Rocco and Rebekah Abbatemarco: Conditional Use Permit for an accessory apartment: The Board finds the application complete.

Chairwoman Torregrossa Moves to issue a Conditional Use Permit for an accessory apartment. Board member Cobb Seconds. Motion Carries 7-0.

c) CEO Bob Forrest: Request for Temporary Activity Permit for a resident to sell Christmas trees: The Board discusses whether a permit is needed and conclude that a permit isn't needed because it is an agricultural use, which is allowed in this zone.

Chairwoman Torregrossa Moves to declare that a Temporary Activity Permit is not necessary for the sale of Christmas trees in this zone. Board member Cobb Seconds. Motion Carries 7-0.

Chairwoman's Comments:

Vice Chairwoman Torregrossa announces that the next regular meeting of the Planning Board will be held on January 2, 2019 at 6:30 p.m. at the Town Offices.

A special meeting will be held at 6:30 p.m. on January 16, 2019 at 6:30 p.m. at the Town Offices.

Applications with nine (9) separate packets of supporting documents are due at the Town Office no later than the close of business, 4:30 p.m., on December 24, 2018.

Adjournment:

Chairwoman Torregrossa Motions to Adjourn at approximately 10:00 p.m.

Respectfully submitted,

Kathy Dion
Meetings Secretary