



TOWN OF
NEW LONDON, NEW HAMPSHIRE

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**New London Planning Board
MEETING MINUTES
Tuesday, May 28, 2024
Whipple Memorial Town Hall, 6:30 PM**

PRESENT: Tim Paradis (Chair), Paul Vance, Joe Kubit, David Royle, Emily Campbell, and Janet Kidder (Selectmen's Representative), Marianne McEnrue, David Royle, and Charlene Baxter (both Alternates).

MEMBERS ABSENT: Paul Gorman and Katie Vedova.

STAFF PRESENT: Adam Ricker, Zoning Administrator.

OTHERS PRESENT: AJ Giglio, John Ellis, Lou Botta, Cynthia Volker and Clayton Platt, Renee Theill

Chair Paradis called the meeting to order at 6:30 pm.

Charlene Baxter was introduced as a new alternate member of the Planning Board.

PUBLIC HEARING – Final Site Plan Review – John & Frank Souliotis, located at 394 Main Street, Tax Map/Lot 085-045-0-0-0, Zoned Commercial, +/- 1.60 acres.

AJ Giglio represented the Souliotis family and shared their future plans to rebrand Pizza Chef. The first phase will include improvements to bring the restaurant ADA compliant, new carpet, seating and lighting design. It will still stay fast casual and implement an online ordering menu. Phase two, not part of tonight's application, will be outside dining.

Joe Kubit is an abutter, so he recused himself. Chair Paradis appointed David Royle to fill Mr. Kubit's seat.

Adam Ricker mentioned the sewer line being close to the property line as well as the propane tank. Mr. Giglio acknowledges the locations of both utilities.

In response to concerns from an abutter, Mr. Giglio said there are not any plans for outdoor music.

Chair Paradis asked about any change to the ice cream door and Mr. Giglio said there were not any changes proposed at this time, but he anticipates in the future there will be an application to change the doors to windows. Mr. Giglio mentioned there was discussion about the means of egress in the back of the restaurant and that to improve that egress, part of the counter will be left off making it easier to exit the building.

Mr. Royle asked about deadlines for completion. Mr. Giglio replied that the first phase is slated for construction in the Fall of 2024. Phase II will be installing a walk-in freezer on the outside of the building to create more kitchen space inside. With the rebranding, the restaurant will still

offer ice cream and have an entrance from the inside of Pizza Chef and a separate entrance from the outside too. The renovations of the space will include a rebranding and a new name.

No questions or comments from the board. Open to the community.

John Ellis asked about the parking lot, and will it still be usable by Pizza Chef? Mr. Giglio replied yes. Mr. Ellis asked if the new outdoor space could at some point be converted into covered space. Mr. Giglio replied yes but that would be an additional process for approval of necessary permits. Mr. Giglio shared that they hope to be able to reopen on Mondays but will likely remain closed on Sundays.

Finding of Facts:

1. No change in use, as it will continue to be a restaurant.
2. There is a surplus of parking with the lower parking lot owned by Pizza Chef.
3. No planned change for the exterior in Phase I.

IT WAS MOVED (Paul Vance) AND SECONDED (David Royle) to approve the application as submitted with conditions of:

Condition of Approval:

1. An updated plan with the configuration of the counter without a door be submitted to the Zoning Administrator with the approval of the New London Fire Department.
2. The changes to the doors for Phase II of the project.

Public Hearing – Conditional Use Permit for Accessory Dwelling Unit – Cynthia Jean Volker, located at 419 County Road, Tax/Map Lot 072-007-0-0-0, Zoned Urban Residential (R-1), +/- 1.070 acres.

The applicant is applying to construct an accessory dwelling unit in the walk-out portion of the basement in the home. The unit will consist of one bedroom within 940 square feet of living space. The property is served by public water and sewer.

Owner Cynthia Volker purchased the property approximately a year and a half ago. She does not use the basement, and it is already roughed in as an alternate living area. She would like to take the necessary steps to complete the space as an Accessory Dwelling Unit to rent traveling nurses who would use it in a 13-week rotation (extending up to 6 months). There is 940 square feet consisting of a large bedroom, living area and kitchenette and bathroom.

Mr. Ricker met with the department heads and reviewed the application. There was a concern brought up by the Fire Chief regarding the casement windows. One window must have a minimum width and meet egress standards.

The permit for a second driveway has been approved already. It will be located below the existing one, entering from County Road. When the building was a dental office there was a driveway there.

Ms. Volker offered that the property is served by public sewer and water. There will be no separate meter installed.

No comments from the Board. Open to the public.

Abutter Bill Hickey, resident at 433 County Road, expressed his support of the application. Abutter Lou Botta is also supportive of Ms. Volker's project that will help with the workforce housing crisis and stated this is exactly what the town needs. Mr. Ellis asked if the application is approved when would the unit be available to rent? Ms. Volker said she hoped to complete the work by July or August.

Peter Nichols, speaking as a resident and not a Housing Committee member, applauded Mr. Volker's application. Mr. Vance echoed Mr. Nichols saying this was exactly the type of housing we need.

Finding of facts:

1. The ADU is less than the allowed 1,000 square feet.
2. It is less than two bedrooms.
3. It has the required parking.
4. The property is served by public water through the New London Springfield Water Precinct and sewer through the Town of New London.

IT WAS MOVED (MaryAnne McEnrue) AND SECONDED (Janet Kidder) to approve the application as submitted with a condition of:

1. The Fire Department will conduct and inspection and approval of windows for means of egress.

Conceptual Subdivision –John & Frank Souliotis, King Hill Road – Tax Map/lot 131-005-0-0-0 (5.3 acres) & 132-013-0-0-0 (10 acres) The property owner would like to discuss a potential subdivision of their two lots to create a third lot.

Surveyor Clayton Platt represented property owners Frank and John Souliotis. The property owners are interested in purchasing a piece of land currently owned by the town that is land locked. If the purchase is successful, the owners plan to utilize it with their current lots for a three-lot subdivision. The owners intend to divide the land between their family to build homes on the lots. Research has been done with regard to the road frontage. One of the lots will have its frontage on I89, with access by a private road built to town standards. Mr. Ricker offered a

review of the Zoning Ordinance and the definition of road frontage. The road going into the lot will function as a private road and not a driveway. The frontage required is 200 feet and cannot be land locked. To accomplish this, a private road allows for access since the private road standards will be used rather than driveway standards. The property owners will be responsible for summer and winter maintenance.

Mr. Ricker asked that the turnaround be designed to accommodate emergency vehicles.

Ms. Kidder asked about the site distance and traffic turning and entering King Hill Road. Mr. Platt feels the design will accommodate safe access and the area is flat for visibility.

Mr. Souliotis's son hopes to begin building on the property midsummer/late fall and will continue to move forward with the subdivision process.

Review of Minutes

Chair Paradis reviewed the following of April 23, 2024.

IT WAS MOVED (Emily Campbell) AND SECONDED (Marianne McEnrue) to allow the acceptance of the minutes of April 23, 2024 - THE MOTION WAS APPROVED UNANIMOUSLY.

The next meeting will be Tuesday June 25, 2024.

Public comments: Renee Theal, Housing Navigator with Upper Valley Lake Sunapee Regional Planning Commission, commented on Cynthia Volker's Accessory Dwelling Unit and expressed support for the project. She also mentioned the Home Creator's Expo in Hartford, VT at the Harford Area Career & Technology Center from 10:00 a.m. to 2:00 p.m. The hope is to replicate this event and bring it to the Kearsarge region later this summer.

The Board welcomed another new member, Erin Maloney, as an alternate. Also, a welcome to Charlene as a new member too.

Motion to Adjourn

IT WAS MOVED (Marianne McEnrue) AND SECONDED (Paul Vance) to adjourn the meeting. THE MOTION WAS APPROVED UNANIMOUSLY.

The meeting was adjourned at 7:20 pm.

Respectfully submitted,

Jennifer M. Sweet
Recording Secretary
Town of New London

Note: RSA 91-A:2, II provides that *“Minutes of all such meetings, including nonpublic sessions, shall include the names of members, persons appearing before the public bodies, and a brief description of the subject matter discussed and final decisions.”* A video of the entire meeting may be available for viewing on the town website, [New London.NH.gov](http://NewLondon.NH.gov), if more than the brief description contained in these meeting minutes is desired.