

**TOWN OF NEWPORT, NH**  
**Minutes of the Planning Board Meeting**  
**December 13, 2022 – 6:00 P.M.**  
**Board of Selectmen’s Room**  
**15 Sunapee Street**  
**Regular Meeting and Public Hearing**

---

**MEMBERS PRESENT:** David Burnham, Chairman; Ken Merrow, Vice Chairman; Tobin Menard, Michael Luccio, James Burroughs, BOS Representative; Bert Spaulding, Sr., alternate

**MEMBER(S) ABSENT:** Ray Kibbey

**VIDEOGRAPHER:** none/zoom meeting

**STAFF PRESENT:** Maura Stetson, Recording Secretary

**CASE REPRESENTATIVES:** Clayton Platt

**CALL TO ORDER:** Chairman Burnham called the meeting to order at 6:02 p.m. followed by a roll call of sitting members. Mr. Bert Spaulding, Sr. was appointed to sit for the vacant seat.

**AGENDA REVIEW:** Staff informed Chairman Burnham that the applicant for 2022-SPFP-3: North Newport Land Holdings, LLC: request final review to approved site plan for the property identified as Map 218 Lot 004. The proposal is to construct a 96 unit housing complex. The property is located on North Main Street in the Rural (R) Zoning District had requested a continuance to the next Planning Board meeting. It was so noted by Chairman Burnham and in the minutes.

**CONTINUED BUSINESS:** none

**NEW BUSINESS:**

2022-SDFP-7: Denise & Thomas Bennett (owner): Request a final review for a minor subdivision, property as Map 242 Lot 036 located at 92 East Mountain Road in the Rural (R) Zoning District.

On a motion by Mr. Merrow, seconded by Mr. Menard; *the Board accepted the application as complete. The motion passed 5-0-0.*

Mr. Clayton Platt was acknowledged by Chairman Burnham. Using a site map, Mr. Platt addressed the Board showed the surveyed property and explained the proposed subdivision and the reasons the applicants were requesting one. They have state subdivision approval. Chairman Burnham asked if he had the correct numbers on the site plan when they were originally drawn up. Mr. Platt stated no; the numbers were correct on the Mylar and two site plans he had brought to the meeting. The Board was welcome to keep the new site plans for the Planning Office files (original plans had been brought to the Planning Office in August of 2022).

Mr. Merrow asked if Lot Two was a new lot. He was told yes.

Chairman Burnham asked where the road cut was. He was told there was an existing driveway for Lot One. Lot Two had a trail indicated off of East Mountain Road. Chairman Burnham stated it needed to be approved by the Town (for a driveway). Mr. Platt agreed.

Mr. Burroughs arrived at the meeting 6:16 pm.

There being no further questions from the Board, on a motion by Mr. Merrow, seconded by Mr. Spaulding, Sr.; *the Board approved Case 2022-SDFP-7: Denise & Thomas Bennett (owner) as proposed for a subdivision. The motion passed 5-0-1(Burroughs abstained).*

Mr. Spaulding, Sr. addressed Mr. Platt and stated the wording on the surveys he had given to the Board was very small and difficult to read. Mr. Platt agreed that the font size on the map the Board was given was small. There was a discussion among the Board members and Mr. Platt on the fact that all maps site plans and other documents are now presented with small font sizes. Mr. Merrow told Mr. Spaulding, Sr. that everything is “going electronic”. The important thing is to make sure the wording is not blurry. Mr. Platt stated he would send his documents as a PDF if the Board would like. At the December 13, 2022 meeting, Board members signed the Mylar and two updated site plans provided by Mr. Platt. Mr. Platt will register the Mylar at the Sullivan County Registry of Deeds and the site plans will be filed in the Planning Office.

Minutes: July 12, 2022

Mr. Merrow made a motion *to approve the minutes of the July 12, 2022 Planning Board meeting*. It was seconded by Mr. Burroughs. *The motion passed 5-0-1 (Luccio abstained).*

**ADMINISTRATION:** none

**COMMUNICATIONS:**

**Board:**

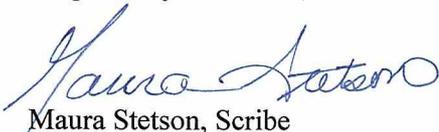
Mr. Merrow stated the Board was supposed to review the survey for the Master Plan update and see if there were any changes they believed were needed. It had never been sent out (via email). Mr. Merrow asked Mrs. Stetson to make a note for Ms. Donovan to send out the revised Master Plan survey again. Mrs. Stetson offered to send out the revised Master Plan survey to the Board.

Mr. Spaulding, Sr. made a motion *to send Ms. Donovan a Get Well card*. It was seconded by Mr. Merrow *The motion passed 6-0-0.*

**Public:** none

With no more business in the public meeting, on a motion by Mr. Merrow, seconded by Mr. Burroughs; *the Board voted to adjourn at 6:32 p.m. The motion passed 6-0-0.*

Respectfully submitted,



Maura Stetson, Scribe

Approved: January 10, 2023

*The next meeting of the Planning Board will be on January 10, 2023 at 6 pm in the Board of Selectmen's Room.*