Waterville Valley Planning Board
Minutes of the
Planning Board Meeting
Held on Thursday, August 13th, 2026, at 8:30 am

MINUTES
The Video recording of the meeting is available on the Town website.

THE MEETING WAS CALLED TO ORDER by Chair Bill Spence at 8:30 am.
ALL VOTES WERE TAKEN BY ROLL CALL

ROLL CALL for Board Members and Seating of Alternates

1. **Full Members in Attendance**: Chair Bill Spence, Vice Chair Katherine Brennan, Mike Koppel, John Recine, Rob Wilson, Select Board Ex Officio Rich Rita (for Dan Bancroft)
2. **Alternate Members in Attendance**: Alan Berko (seated), Anna Sandler, Margaret Turner5
3. **Members Absent:** Secretary Morgan Diehm
4. **Alternate Members Absent:** Jon Panichella
5. **Staff:** Liz Emerson Planning Board Consultant, Ed Mullen Town Manager, David Noyes Director of Public Safety.
6. **Members of the public:** James Sununu

REVIEW and ACCEPTANCE of MINUTES:
Minutes of July 9, 2026, Planning Board Meeting
MOTION: "To accept the minutes as amended"
Motion: K. Brennan
Second: M. Koppell
Vote: 7 – Yes, 0 – No

CIP Report
The CIP Committee reported that Department Head and Town Manager feedback had been incorporated into the current CIP draft. The first CIP public hearing was scheduled for August 28, 2026 at 6:00 p.m. The draft will be returned to the Planning Board and Select Board after public input, with a second public hearing anticipated if needed.

Working Group Reports

Landscaping
The Planning Board scheduled a public hearing on the proposed landscaping amendments to the Site Plan Regulations for September 3, 2026 at 6:00 p.m. The current draft is available online and at Town Hall. Minor corrections will be made to the draft, including the header date, a growing season reference, and a broken link. The working group will remain in place through the public hearing in case additional work is needed.

Architecture
The working group reported that a draft had been reviewed with commercial development input. Changes will be sent to Liz Emerson, the Planning Board Consultant, and then distributed to the Board for review before the September meeting. Another working group meeting will be scheduled if needed.

Parking
The parking working group has not met while the Town Manager, Select Board, and legal counsel address parking and easement matters. The group will resume its review after those issues are resolved.

Code Enforcement Update
Code Enforcement reported that site work continued at the Adventure Zone, including utility connections, trenching, preparation for the maze, and foundation preparation. Final plans for later construction phases remain pending. Other construction inspections are ongoing, and annual life-safety inspections of commercial properties will begin shortly.

New Legislation Discussion
The Board reviewed new legislation concerning tiny homes, yurts, and other innovative housing structures. The zoning ordinance and subdivision regulations will be reviewed for any needed changes.

COMMITTEE REPORTS:

Select Board
Rich Rita reported that the Boulder Path Road construction is progressing. Unidentified underground utilities have caused delays and cost increases. The Board also received updates on upcoming municipal solid-waste changes and wastewater staffing

Conservation Commission
The Commission's next meeting was announced for August 27, 2026, at 1:00 p.m. The Conservation Commission is updating its website and receiving updates from the Municipal Solid Waste Committee.

Other Business
David Noyes will serve as the Town's representative to the Planning Board for code-enforcement, zoning, and ordinance matters. Brooke will serve as the Town representative to the Conservation Commission. CIP matters will continue to be coordinated through the Town Manager.

CALENDAR REVIEW:
August 25, 2026, 6:00 p.m. - CIP Public Hearing
September 3, 2026, 6:00 p.m. - Landscaping/Site Plan Regulations Public Hearing
September 10, 2026 - Regular Planning Board Meeting

MOTION: "To adjourn the meeting"
Motion: K. Brennan
Second: A. Berko
Vote: 7 Yes, 0 No