

Loudon Zoning Board of Adjustment
Regular Meeting Minutes
June 25, 2026

Chair Earl Tuson called the meeting to order at 7:00 PM.

Attendance: Chair Earl Tuson, Vice Chair Alvin See, Charlie Aznive, Whitney Donnelly, Bryan McGinn, Alternate Steve Ives, Alternate Roger Maxfield

Chair Earl Tuson authorized Administrative Assistant Lindsey Roy to utilize the laptop for minutes.

The Zoning Board hears appeals for rehearing, special exceptions, variances, and administrative appeals. They need to be filed within a timely basis within 45 days of an action (30 days for a request for a rehearing). For further information, applicants can see the Loudon Zoning Ordinance, the RSAs, or can stop by the Land Use Office and talk to Lindsey during business hours.

Acceptance of Minutes:

- May 28, 2026, Regular Meeting Minutes
Charlie Aznive made a motion to approve the minutes. Vice Chair Alvin See seconded the motion. All in favor, the motion carried.

Public Hearings:

New Business:

Application #Z26-04 Scribner Hill LLC – Map 61 Lot 8 – Special Exception for Lighted Sign

Bert Callnan of SR1 was present on behalf of the applicant. There were no abutters present.

Bert Callnan explained that the sign was previously approved and they are returning to the Board to get the sign backlit. He said that the sign is cabinet-based signage and has 3 sections. He showed the pictures to the Board where the white-colored sections were illuminated with an LED-style light. It is a diffuse light.

Vice Chair Alvin See made a motion that Application #Z26-04 was not a development of regional impact. Whitney Donnelly seconded the motion. All in favor, the motion carried.

The applicant reviewed the points of the application. A special exception is requested from Article V Section 501 of the Ordinance to allow the installation of internally illuminated backlit sign. The lighting will be directed outward and shielded, limited in intensity, and focused exclusively on the inside of the sign face. The lighting will be designed to minimize glare and prevent light spill onto adjacent properties. There will be no adverse effects as a result of the special exception and there will be no additional demands on municipal services, no generation of additional traffic, no impact on the natural environment, and no impact on groundwater resources.

Chair Earl Tuson closed the public hearing and opened Board deliberations. He explained that the applicant was requesting a special exception as the property was in the C/R district.

Vice Chair Alvin See made a motion to approve Application #Z26-04. Charlie Aznive seconded the motion. Roll call vote: Bryan McGinn – yes, Whitney Donnelly – yes, Chair Earl Tuson – yes, Charlie Aznive – yes, Vice Chair Alvin See – yes. Application #Z26-04 was approved.

Findings of Fact:

1. An illuminated sign is allowed by special exception in the Ordinance.
2. The sign will be backlit with limited light-spill.
3. The illuminated sign abides by the setback requirements listed in the Ordinance.

Charlie Aznive made a motion to approve the Findings of Fact as written. Bryan McGinn seconded the motion. All in favor, the motion carried.

Application #Z26-05 3GG LLC/Gagnon – Map 50 Lot 12 & 13 – Special Exception for Side Setback Reduction

Jon Rokeh of Rokeh Consulting was present on behalf of the applicant. Abutter James Hoffman of 769 Route 106 North was present.

Vice Chair Alvin See made a motion that Application #Z26-05 was not a development of regional impact. Whitney Donnelly seconded the motion. All in favor, the motion carried.

Jon Rokeh explained that a previous special exception was approved in July 2024 for a 2-year period for the same request. The ownership was separated at the time of the application, so the special exception granted was temporary. The ownership is now the same, and the owner would like to make the driveway permanent in perpetuity. The driveway allows the company to transport materials between the two properties and keep traffic off of Mudgett Hill Road and Route 106. The driveway currently exists as presented in this application.

Vice Chair Alvin See questioned the proposed improvements on lot 13. Jon Rokeh discussed the site plan approval granted by the Planning Board.

Abutter James Hoffman shared his concerns about the changes that have occurred in the 30 years since he's been there. He had no concerns related to this application.

Alternate Steve Ives shared his concern that granting the driveway permanently could be an issue for traffic entering and exiting either Mudgett Hill Road or Route 106. The Board discussed including a condition to restrict the special exception to businesses of same or similar nature. Jon Rokeh was agreeable to the restriction as a condition.

The applicant reviewed the points of the application. A special exception was requested from Article II Section 206.5 to allow an existing temporary driveway to become a permanent driveway as setback reduction of both side setbacks to 0 feet for the width of the driveway. The special exception allows trucks to travel between the two parcels without impact to the local and state highway. There will be no additional municipal demands, no additional traffic volume added, no impacts to the natural environment, and no potential impacts to the groundwater supply. The driveway enhances fire and emergency access as it provides an additional access point for emergency situations. All runoff is already accounted for in approved site plans for the lots. Both site plans have been designed for the connector driveway to be utilized to improve traffic flow. The driveway allows vehicles to pass between the two sites without entering public roads. Any gate between the two properties would have a Knox box.

Chair Earl Tuson closed the public hearing and opened Board deliberations.

Chair Earl Tuson read the previous approval's conditions and Findings of Fact for the Board. The Board discussed additional conditions.

Vice Chair Alvin See made a motion to conditionally approve Application #Z26-05 with the following 2 conditions:

1. The driveway width is limited to 24 feet wide as depicted in the plans presented.
2. This special exception applies to uses on the subject parcels substantially similar to the existing business usages/types at the time of approval.

Charlie Aznive seconded the motion. Roll call vote: Bryan McGinn – yes, Whitney Donnelly – yes, Chair Earl Tuson – yes, Charlie Aznive – yes, Vice Chair Alvin See – yes. Application #Z26-05 was conditionally approved.

Findings of Fact:

1. Both lots are conforming lots in the Commercial/Industrial district.

2. A Special Exception for a reduction of the side setback is authorized in Article II Section 206.5 of Loudon's Zoning Ordinance.
3. The application meets the additional requirements for a setback reduction.

Whitney Donnelly made a motion to adopt the Findings of Fact. Bryan McGinn seconded the motion. All in favor, the motion carried.

Board Discussion/Correspondence:

None.

Report of the Board of Permit:

The Board of Permit reviewed a Hawkers & Peddlers application for a door-to-door soliciting company that was denied. The Board reviewed a Special Event License application for National Night Out that was approved.

Adjournment:

Charlie Aznive made a motion to adjourn the meeting at 7:56 PM. Whitney Donnelly seconded the motion. All in favor, the motion carried.

Respectfully submitted,
Lindsey Roy, Administrative Assistant