APPROVED

Town of Loudon, New Hampshire
Planning Board Public Meeting Minutes
June 18, 2026

Vice Chair Stanley Prescott called the meeting to order at 7:02 PM.

Attendance:
Vice Chair Stanley Prescott, Donna LaClair, Forrest Green, Ex-Officio Marc Griffin, Rodney Phillips, Alternate Jeff Green

Chair Danielle Bosco, Alicha Kingsbury, and Alternate Stephen Caine were not present. Alternate Jeff Green was appointed as voting member for the duration of the meeting.

There were no other departments present for the meeting.

Acceptance of Minutes:
May 21, 2026, Regular Meeting Minutes:
Rodney Phillips made a motion to approve the Regular Meeting Minutes. Forrest Green seconded the motion. All in favor, the motion carried. Jeff Green abstained from voting.

Public Hearings:
New Business
Application #26-05 Kara Realty Associates LLC – Site Plan Review – Map 1 Lot 66
Aaron Thibeault, project manager from Northpoint Engineering, was present on behalf of the applicant. There were no abutters present.
Jeff Green made a motion that Application #26-05 was complete as present. Forrest Green seconded the motion. All in favor, the motion carried.
Forrest Green made a motion that Application #26-05 was not a development of regional impact. Rodney Phillips seconded the motion. All in favor, the motion carried.
Vice Chair Stanley Prescott opened the public hearing at 7:06 PM.
Aaron Thibeault explained the premise of the project located at Map 1 Lot 66 on Veteran's Drive, which is on the dead end of the road. This is the last vacant 2.1 acre parcel on Veteran's Drive in Loudon. The parcel is also located within an ERZ in the Town. They need to receive a septic approval and a driveway permit.
The proposal is for a 7-unit commercial condominium complex, which are also known as contractor bays. The structure is 11,900 gross square feet. Each unit is 1,700 square feet. They are proposing two 24' driveways which is consistent with neighboring parcels. They are including 41 parking spaces. Stormwater is managed through infiltration basin, and the land is flat with sand and gravel. It is intended for 24 people on-site. They are planning on signage but have not detailed it yet. The developer will return with a sign proposal for the building inspector. There is minimal site lighting and landscaping proposed.
Aaron Thibeault discussed the designation for the building with the intention to have fire protection between the office space and garage space as well as between each unit. Vice Chair Stanley Prescott suggested that Aaron Thibeault discusses the intended fire protection measures with the Fire Chief and get a letter of what was required for the site. Vice Chair Stanley Prescott referenced a letter from Fire Chief Blanchette, but he stated that he was not sure what it meant. The Board discussed that it is not their responsibility to mandate fire protection provisions and it is the

responsibility of the Fire Department to require certain provisions. Forrest Green stated that he read the Fire Chief's letter as suggestions and not requirements. It was explained that the Fire Chief was the "authority having jurisdiction". Vice Chair Stanley Prescott stated that the Board just reviewed and approved a similar project without the fire protection measures included in the Chief's letter.
Vice Chair Stanley Prescott questioned what the building was going to look like. Aaron Thibeault stated it was going to be vinyl sided but they were not sure of a color yet.
Alternate Jeff Green asked Aaron Thibeault to describe what the intended tenant would be for the building. The intention is to have commercial-style tenants.
Alternate Jeff Green asked whether a large truck could get around the building with the parking. Aaron Thibeault explained that they made sure they had enough space for large vehicles to navigate around the building.
It was noted that a dry hydrant was installed at the Staniels Road bridge that is approximately 2,300 feet away from this site.
Aaron Thibeault discussed 2 easements on the site. The access easement is going to go away but the snowmobile easement will stay. He explained that he pulled the area of disturbance out of the wetland buffer, so it was no longer a concern.

The Board reviewed the requested waivers.
<u>Waiver #1:</u> Section 13.4.4 for a landscape plan prepared by a professional landscape architect or recognized professional landscape installation company
<u>Waiver #2:</u> Section 13.4.9 (f) for parking lot landscape screening
<u>Waiver #3:</u> Section 13.4.9 (g) for parking lots containing more than 40 spaces incorporating interior landscape islands
<u>Waiver #4:</u> Section 13.6.28 for a separate utilities plan

Rodney Phillips made a motion to approve Waiver #1. Forrest Green seconded the motion. All in favor, the motion carried.
Forrest Green made a motion to approve Waiver #2. Marc Griffin seconded the motion. All in favor, the motion carried.
Rodney Phillips made a motion to approve Waiver #3. Donna LaClair seconded the motion. All in favor, the motion carried.
Forrest Green made a motion to approve Waiver #4. Donna LaClair seconded the motion. All in favor, the motion carried.

Vice Chair Stanley Prescott closed the public hearing at 7:38 PM.

Jeff Green stated that all his questions have been answered by the applicant. The waivers seemed simple and straightforward. Any simple changes could be easily reviewed and approved by the Chair.

Forrest Green made a motion to conditionally approve Application #26-05 with the following 4 conditions, given that the proposal, in the opinion of the Planning Board, complies with Loudon's Zoning Ordinance and Land Development Regulations, based on the plans presented and waivers granted:
1. Receive NH subsurface approval.
2. Remove "for permitting" note.
3. Certificate of Occupancy granted only after Planning Board and Fire Department approval.
4. Receive driveway permit from the Town.

Marc Griffin seconded the motion. All in favor, the motion carried. Application #26-05 was conditionally approved.

Board Discussion & Correspondence:
The Board discussed scheduling the introductory CIP committee session in July. Rodney Phillips and Donna LaClair both plan on attending.

Rodney Phillips questioned the status of the SR1 new construction. The Board discussed having a member visit the site to review the changes prior to signature.

Vice Chair Stanley Prescott discussed having 2 members representing the Town at the monthly CNHRPC meetings. Alternate Stephen Caine currently attends on behalf of the Town, but another member should attend.

Forrest Green discussed the original "Central New Hampshire Trailers" transition from trailers to what appears to be campers. Rodney Phillips suggested inviting the owners in for a discussion regarding the changes to the site. Forrest Green discussed drainage changes to the site. Jeff Green stated that the first original site plan was for "trailers" and didn't include motorhomes with gasoline or oil. It was also mentioned that electrical has been run in the field that was originally designated as "seasonal use only". A letter will be sent to the owner to discuss the changes to the site.

Report of the Next ZBA Meeting:
For June's ZBA meeting, the Board is scheduled to review 2 applications. #Z26-04 is for a backlit sign in the C/R district and #Z26-05 is for a side setback reduction.

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
Forrest Green made a motion to adjourn at 7:56 PM. Donna LaClair seconded the motion. All in favor, the motion carried.

Respectfully submitted,
Lindsey Roy, Administrative Assistant