TOWN OF MADISON
PLANNING BOARD
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PLANNING BOARD APPROVED MINUTES
May 6, 2026

MEMBERS PRESENT: Marc Ohlson- Chairman, Paul Marks- Vice-Chair, Paul Littlefield, Karl Nordlund, Alternates Tia Gagnon and Joe Viana.

MEMBERS EXCUSED: Selectman's Rep – Jake Boewe

OTHERS PRESENT: Aysia Wellinghurst – Madison TV, Colleen King – Land Use Administrator

POSTING DATES & LOCATIONS: Notice was posted at the Madison and Silver Lake Post Offices, in Madison Town Hall -upper and lower levels.

CALL TO ORDER: Chairman Ohlson called the May 6, 2026 meeting of the Madison Planning Board to order at 7:30pm.

ELEVATION OF ALTERNATES: Chairman Ohlson asked for a motion to elevate alternates Gagnon and Viana to full voting members. **MOTION** by Marks, seconded by Littlefield to elevate Gagnon and Viana to full voting members. **APPROVED.**

APPROVAL OF AGENDA: Chairman Ohlson asked for a motion to approve the agenda as presented. **MOTION** by Nordlund, seconded by Marks to approve the agenda as presented. **APPROVED**

APPROVAL OF MINUTES: The April 1, 2026 minutes will be reviewed at the June 3, 2026 meeting.

PUIBLIC COMMENT: Chairman Ohlson opened the hearing for public comments. Hearing none, he closed the public comment portion of the meeting.

PUBLIC HEARING: CASE #26-03 Ronald Briggs, of Briggs Land Surveying, agent for Richard James Shore, 5 Grachen Drive, Tax Map 113, Lot 43 and the Village District of Edelweiss, Tax Map 113, Lot 34 for a minor lot line adjustment to eliminate the encroachment of the house and the septic disposal system onto the abutting property.

Ron Briggs presented the application and explained that the proposed boundary line adjustment was intended to eliminate the existing encroachments involving the house, driveway and sewerage disposal system onto the abutting property.
The discussion included:
-Existing lot frontage and non-conforming conditions
-Merger of multiple Edelweiss Village District lots into a single parcel.
-Former 'Bridal Path Road' alignment and its status as a discontinued or merged roadway.
-Proposed transfer of land between lots 43 and 34.
-Effects of the adjustment on lot area and frontage compliance
-Existing and proposed septic system locations.

-Building setback compliance improvements.
-Future septic system replacement and state approval requirements
-Placement of new boundary monuments and corner markers.

WAIVER REQUEST: Waiver request was presented by Briggs and accepted by the Board regarding the topography and full survey of Lot 34.

PUBLIC COMMENT: Chairman Ohlson opened the hearing for public comment. Hearing none, Ohlson closed the public comment portion.

BOARD DELIBERATION: Board members discussed the history of the property, prior development practices within Edelweiss and the practical benefits of resolving the encroaching issue. Chairman Ohlson stated that Bridal Path appears to never have been a road and the road frontage on Grachen will not change. Gagnon said that this would help with the setbacks for the house and the septic. Briggs indicated that the State Approval Plan and the setbacks will be on the final plan, as well as the new boundary corners. Viana complemented the applicant on a well-done presentation.

MOTION: Marks made a **MOTION**, seconded by Littlefield to grant conditional approval of the Boundary Line Adjustment application, subject to the following conditions:
-Boundary lines to be set.
-Revised septic plan to be submitted.
-Septic Approval number to be added to the final plan
-Building setbacks to be shown on the final plan.
-Plans to be signed out of session upon completion of conditions.
MOTION approved unanimously.

OLD BUSINESS:
Master Plan Steering Committee:
Gagnon presented an update of the Master Plan Steering committee from the March 28, 2026 meeting. Discussion included:
-Recent meeting with the North Country Council representatives
-Review a 15-page report summarizing the March Community meeting results.
-Upcoming work on the Vision section of the Master Plan,
-Survey and interview result compilation.
-Posting materials on the Town Website for public review.
MOTION made by Gagnon and seconded by Marks to appoint Deb Parsons as the School Board representative to the Master Plan Steering Committee. **MOTION** passed unanimously.

Capital Improvements Program (CIP):
Discussion occurred regarding Capital Improvement Program and coordination with the Select Board. Topics included:
-Distribution of CIP materials for Planning Board review.
-The need for Planning Board acknowledgement and support of the CIP process.
-Coordination of issues related to a previously anticipated joint meeting with the Select Board.
-The increasing use of CIP recommendations in the Town Warrant articles.
-Possible future Planning Board involvement with Town-owned property and public land assessments.

Affordable Housing Workshop:
Gagnon attended the Mount Washington Valley Housing Coalition workshop regarding affordable housing development challenges and project feasibility. Informational materials were provided for the Board review.

Conway Branch Rail Trail Committee Update:
Discussion occurred regarding the Conway Branch Rail Trail Committee and ongoing engineering and planning efforts for the Madison section of the project. Discussion included anticipated engineering studies for approximately ten miles of rail corridor within Madison.

CHAIRMEN'S REPORT:
Chairman Ohlson welcomed Colleen King back as the Land Use Administrator and thanked her for returning to assist the Town. Ohlson reported on the recent ZBA approval for a Use Variance involving a commercial use on a residential parcel. Topics included:
-Requirement for future site plan review.
-Requirement for a certified plot plan.
-ZBA authority regarding use variances versus zoning changes.
-Potential zoning amendment considerations.
-Planning Board procedural requirements moving forward.

SELECTMAN'S REPORT:
No Report

ADMINISTRATION/CORRESPONDENCE:
Discussion occurred regarding future Planning Board packet distribution and communication procedures. King collected updated contact information for the Board Members.

ADJOURNMENT:
Motion made by Marks and seconded by Ventura to adjourn.
The Motion passed unanimously and the meeting adjourned at 7:35pm.

Respectfully Submitted,

Colleen King
Land Use Administrator