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Planning Board Minutes
May 20th, 2026

Attending from the Planning Board: Casper Bemis, Chair, Jane Pitt, Kim Wilcox, David Weller, and Bob Hill.

Casper Bemis, Chair, called the meeting to order at 6:00p.m and stated the meeting minutes were posted appropriately.

Casper Bemis motioned to approve the April 15th Planning Board meeting minutes; Bob accepted, and Kim seconded. April's minutes approved.

Sarah Bollinger of the Southwest Region Planning Commission attended the Planning Board meeting to present information regarding a grant awarded through CDFA to assist municipalities in addressing zoning matters related to home-based childcare. She explained that the town's current zoning ordinance is not in compliance with the state law governing home-based childcare. Sarah suggested that the town separately define family group day care and group childcare centers. According to New Hampshire RSA 674:16, VI " In its exercise of the powers granted under this subdivision, the local legislative body of a city, town, or county in which there are located unincorporated towns or unorganized places shall, as described in RSA 672:1, V-a, allow home-based care (family care and group family care) by right or pursuant to a conditional use permit as long as all requirements for such programs adopted in rules of the department of health and human services (He-C 4002) are met. Family or group family childcare shall be allowed as an accessory use to any primary residential use and shall not be subject to local site plan review in any zone where a primary residential use is permitted. If all requirements of the department of health and human services are met, but an application for a conditional use permit is pending with the municipality in which the home-based child care facility is located, an applicant may begin operation during such time until the permit is granted or denied." Referenced from: The General Court of NH Government Website, accessed May 21st 2026. Sarah also mentioned HB 1195 taking effect in July 2026 that would be expanding on home-based providers, allowing home-based care in commercially zoned districts, and amending the language of the RSA. The Planning Board discussed that, in the event of a safety issue, the town's building inspector may become involved; however, DHHS is ultimately responsible for ensuring that home-based childcare centers meet licensing requirements. The board agreed to invite Sarah to return for the June 17th meeting to assist with updates to the town's zoning ordinance on this issue. She will prepare draft ordinance language and email it to board members around June 10th for review. In the meantime, the board will review the current ordinance to identify any provisions that may restrict home-based childcare.

David Aiken 5 Laurel St. Marlborough NH 03455 appeared before the board to ask a question about setbacks. He wanted to confirm his findings were correct of 15ft for rear and 20ft for side for land zoned R1. He asked whether a building that does not meet setback requirements would still comply with the zoning ordinance if its use changed. Jane explained if this building was preexisting prior to the zoning requirement, then it is a legally non-conforming structure. Therefore, the building remains compliant because it has not been moved; only its use has changed. The use he described is allowed in the district.

Sam Keezell 60 Richardson Rd. Marlborough NH, 03455 appeared before the planning board to discuss his findings after speaking with a lawyer about his property. The feedback indicated that approval of a variance was unlikely, and that seeking a special exception for a seasonal campground would be a more feasible option. Jane stated that there is only a slight difference between getting a SE and a Variance. David was able to read the findings of a SE to Sam which can be found in the zoning ordinance. The board was also concerned with the idea of moving further from the original vision Sam had planned. He responded that he wants to make it happen and is willing to negotiate his plans, then get rejected. Jane asked Sam to explain the differences between his original proposal and his revised plan for a seasonal campground. Sam stated that his original vision was for a year-round retreat consisting of approximately 10 cabins, 5 platforms, a lodge, a bathhouse, and programs for care workers. The seasonal campground proposal would continue to serve care workers as its target population, but it would consist of tents and RV sites consisting of tiny homes on wheels that would be provided by the owners. Sam then asked how seasonal would be defined, and Jane responded that the determination would be made by the ZBA. The Board noted that he would need to provide a clear site plan showing parking sites 162 sq ft. and access, sewage disposal, the location and distribution of water for drinking and other uses, the camping sites and required 1,200 square feet per site, and road access. The road access was discussed and Sam reported that it would be through an old logging road that would need to be updated. Jane also emphasized the importance of submitting a plan with achievable actions, as any future changes would require his appearance before the ZBA for approval. It was suggested that Sam look at the 2022 Site plan regulations document from the town website. It was mentioned he can seek guidance from the planning board, but that does not mean that the ZBA will approve the application as it is ultimately up to them to decide.

Deliberation:

Kayla, clerk, reviewed the revised planning and ZBA application changes. It was suggested that the clerk consider using a general town email address on the application, so the PDF version of approved plot plans can also be sent there. Follow up will be made with town administrator.

The clerk also discussed the document put together to highlight the changes from the 2022 to 2026 zoning ordinance. It was also mentioned the 2026 zoning ordinance should be ready soon and is waiting for the town administrator to give it the final ok.

The clerk with be away June 5th to June 15th but will be present for the next meeting June 17th. The agenda will most likely be sent out to planning and ZBA members early.

Meeting adjourned at 7:15p.m

Kayla Wainio, Land Use Board Clerk