

**Ashland Planning Board  
Meeting Minutes  
Thursday, January 2, 2025**

**CALL TO ORDER:** Kendall Hughes, Chair, called the meeting to order at 6:30 PM

**MEMBERS PRESENT:** Kendall Hughes, Tricia Farris, Chris Janosa, Mardean Badger, Paula Hancock

**ALTERNATES PRESENT:** Linda Barnes, (alternate), Bethany Franz (absent, with notice), Donna Locurto (absent with notice)

**OTHERS PRESENT:** Jane Sawyer, Land Use Assistant

**DISPOSITION OF MINUTES**

The Board reviewed the minutes of the Thursday, December 19, 2024 meeting. Mardean Badger made a motion to approve the minutes as amended. Tricia Farris seconded the motion. The motion passed on a 4 yes, 0 no and 1 abstention (Chris Janosa).

**SUBDIVISION REGULATIONS UPDATE**

The Board briefly reviewed the Subdivision Regulations. The Board made the following changes:

- The document needs to be renumbered
- Section 3.11 needs to be added to the current text as follows:
- The Planning Board previously discussed a proposed paragraph to add to the Subdivision Regulations. The proposal was to insert a new section "**3.11: Any road which is proposed to become public shall also be constructed in accordance with the Construction Standards for Streets and Road adopted by the Board of Selectmen on June 5, 2023, as those Standards may be updated and amended from time to time. Approval of a subdivision plan does not constitute acceptance of a road as a town road, nor does it impose any requirement on the Town of Ashland to accept any road, regardless of its design or the standard to which it is constructed.**

**ZONING ORDINANCE CHANGES FOR ARTICLE 4**

The Board reviewed the changes to Article 4 of the Zoning Ordinance. The changes are as follows:

- 4.1 Waterfront Access
- 4.2 Lake and River Frontage
- 4.3 Accessory Dwelling Unit (ADU)
  - 4.3.2 Definitions
  - 4.3.3 Minimum Lot Requirements
  - 4.3.4 Dimension Requirements
  - 4.3.5 Permitting
  - 4.3.6 Parking
  - 4.5.7 Requirements
- 4.4 Mobile Homes
- 4.5 Mobile Home Parks
- 4.7 Home Occupation
- 4.8 Bed and Breakfast

- 4.8.5 Signage
- 4.8.6 Parking
- 4.8.7 Lighting
- 4.9 Yard, Garage, Barn Sales and Auctions
- Flood Hazard Areas: This section has been moved to Article 2.2 g under Article 2 Zones and Regulations
- 4.10 Definition of Terms

The full text of the changes to Article 4 of the Zoning Ordinance is attached at the end of these minutes.

### **COTTAGE PLACE VINTAGE FESTIVAL UPDATE**

Jane Sawyer, Land Use Assistant, advised the Board that she received an inquiry from the new owners of Cottage Place concerning their annual Vintage Festival. The Board made the following recommendations:

- The property has new owners
- With a Change in Ownership there should be a Site Plan Review completed for the property
- Due to the property's closeness to Holderness a joint Planning Board meeting with the Holderness Planning Board might be considered
- The Board needs to review the proper zoning for this property; to change the zoning from Rural Residential to Commercial Zone.
- The Board should consider if this property is properly grandfathered
- The new owners need to submit a Site Plan Modification Application to the Board
- The Board recommended that the new owners come before the Board for a Consultation to discuss their plans for the property
- The Board recommends that the new owners need to notify the Town about their plans for their annual Vintage Festival.
- The Ashland Police should be notified so as to control traffic flow during the special event
- The Board recommends that the Cottage Place Vintage Festival be considered a special event

### **MILL POND UPDATE**

Kendall Hughes advised the Board that there have been no submissions or updates to report concerning the Mill Pond Development. The next scheduled meeting concerning Mill Pond will be Thursday, February 6, 2025.

### **PUBLIC HEARINGS**

- There will be a Public Hearing on Tuesday, January 7, 2025 at 6 PM
- There will be a Public Hearing on Thursday, January 23, 2025 at 6 PM
- There will be a regularly scheduled meeting on Thursday, January 23, 2025 in conjunction with the scheduled Public Hearing on January 23, 2025 at 6 PM

### **ADJOURNMENT**

Kendall Hughes, Chair, adjourned the meeting. The meeting adjourned at 8:40 PM. There will be two Public Hearings. The next meeting of the Planning Board will be Tuesday, January 7, 2025 at 6:00 PM at 6 Collins Street.

*Minutes submitted by Paula Hancock*