

Town of Greenville, New Hampshire
Planning Board
Minutes
Thursday, October 19, 2023

The Greenville Planning Board met on **Thursday, October 19, 2023** at the Town Hall Meeting Room, Greenville, NH 03048.

In attendance were: Chairman Michael Sadowski, Vice-Chair Scott Tenney, Members Kelle O'Keefe and Tim Kearney, Town Administrator Tara Sousa, and Administrative Assistant Jeanny Jasmine FitzGerald.

Chairman Sadowski called the meeting to order 7:01 p.m. He introduced the board, reviewed the agenda, and announced the first agenda item.

Public Hearing for Completeness Review of Lot Line Application for Map 3 Lot 1-3 and Map 1 Lots 1-4 and 1-5 – Marshall J. Cain, Trustee of the MJC Realty Trust.

Vice-Chair Scott Tenney expressed that he had reviewed the application prior to the meeting and confirmed that all of the required information is present. Chairman Sadowski noted that all the abutters were notified. Town Administrator Tara Sousa added that the Board does not have a green card for Rogers Engineering, however, Mr. Rogers is present and was the one who filed the application. Town Administrator Sousa also noted that Pilgrim Foods failed to pick up their notice despite it being mailed on September 27, 2023.

Motion by Vice-Chair Scott Tenney, 2nd by Member Tim Kearney, to accept the Lot Line Application for Map 3 Lot 1-3 and Map 1 Lots 1-4 and 1-5 - Marshall J. Cain, Trustee of the MJC Realty Trust as complete.

Motion carried with 4 in favor, none opposed.

Application for a Lot Line Adjustment Approval for Map 3 Lot 1-3 and Map 1 Lots 1-4 and 1-5 - Marshall J. Cain, Trustee of the MJC Realty Trust.

Mr. Ed Rogers introduced himself and stated that he was representing MJC Realty Trust. Mr. Rogers also introduced Marshall Cain from MJC Realty Trust. Mr. Rogers then went on to state his proposal to the Board. He showed a plan that showed Lots 1-3, 1-4, and 1-5 from Map 3. Mr. Rogers specified that the project intends to take Lot 1-4 and merge it with Lots 1-3 and 1-5. He stated that due to the river, 1-4 is essentially a non-buildable lot and by splitting it down the river and merging 1-4 with Lots 1-3 and 1-5 it would eradicate the non-buildable lot and create more space to build on lots 1-3 and 1-5. He went on to discuss that Lot 1-3 was an old lot created by the Taft family.

Chairman Sadowski asked if this was the lot the Board discussed with town attorney, Biron Bedard. Town Administrator Sousa answered that it is to some degree. She stated that 1-3 was the parcel that has been assessed for many years to Eversource. She continued to state that MJC Realty Trust was able to prove that Lot 1-3 did belong with the Taft properties and therefore became the property of MJC Realty Trust. Eversource confirmed this information. Town Administrator Sousa added that MJC Realty Trust also showed that the parcels (Lot 1-4 and 1-5) had been conveyed at different times, therefore they existed as individual parcels despite not existing as individual parcels on the tax maps. Town Administrator Sousa

stated that Town Attorney, Biron Bedard, suggested that this was a matter for the Selectmen. The Selectmen looked at the evidence and told the town assessors to create those lots as they had historically existed as well as assign them a tax map and lot number. Town Administrator Sousa added that one of the issues on the town's tax maps was it showed the town owned the parcel by DPW Drive, however when looking at documents of what was sold to the town, it was clear that the town only owned the opening to DPW Drive, not the adjacent land.

Mr. Rogers added that Lot 1-4 was reserved by the Taft family in the 1920's to 1930's with the intention of building a hydropower project as reserving land along the river would grant them the right to flood it. However, the project never moved forward and the lot is essentially unbuildable. By splitting Lot 1-4 along the centerline of the river, it can be merged with the adjacent lots and create more buildable space for them. Therefore, three lots would turn into two. Mr. Rogers added that the lot on the corner of DPW Drive will have some frontage on Route 31, however, there will be no access on Route 31.

Vice-Chair Tenney asked Mr. Rogers what his plan to mark the boundary corner in the center of the river is. Mr. Rogers answered that it would not be marked. Instead, a marker would be placed on the bank of the river, then the distance would be noted to the satellite. Vice-Chair Tenney responded that he asked due to the boundary marker on the riverbank not being drawn on the plan. Chairman Sadowski stated that he also does not see setback from the river on the plan. Mr. Rogers detailed that he does not believe they have local setbacks on the river, however, they could add shoreline zones. Vice-Chair Tenney recommended that the boundary mark be shown on the riverbank in the plan. Mr. Rogers stated that they will add that as well. Vice-Chair Tenney suggested that they add width dimension due to the possibility of the river changing over time.

Chairman Sadowski then asked how big the width of the curb cut access is. Mr. Rogers stated that MJC Realty Trust does have an approved curb cut from DOT, however he did not know the exact width of the curb cut. He also noted that DOT would govern a maximum width of 30 feet and anything larger would be subject to their approval. Mr. Rogers also confirmed that there is no access on the old woods road and that there is only one exit. The access to the new 1-5 lot would be on DPW Drive.

Town Administrator Sousa clarified that while DPW Drive is owned by the town, MJC Realty Trust has an easement reserved that existed when the Tafts sold it to the town. Mr. Rogers added that MJC Realty Trust benefits from this easement due to the company having the same chain of title as the easement stays existing and still transfers with the property. Chairman Sadowski asked if merging Lot 1-4 to 1-3 and 1-5 would suddenly create multiple easements. Mr. Rogers explained that the Tafts reserved access to all of the properties abutting DPW Drive on all of the east and west. Member Tim Kearney asked if the merge would give the property two easements. Tim Kearney also asked if all of the properties were granted easements. Mr. Rogers clarified that parcel 1-3 does not have an easement as it had frontage on Route 31 at the time and is on the other side of the river. Mr. Rogers also stated that merging the lots would not create multiple easements and that the new 1-5 lot would only have one easement.

Chairman Sadowski stated that he does not feel comfortable accepting the plan unless if he sees a deed showing the easements and suggested continuing the approval for the lot line application to the Planning Board meeting on November 9, 2023 with Town Attorney, Biron Bedard. Mr. Rogers detailed that the easement is stated in the town's deed. Chairman Sadowski reiterated that he still does not feel comfortable accepting the plan unless he can review the deed as a precaution in order to protect the town.

Member Tim Kearney asked where the access will be if the lots merge. Mr. Rogers stated that the easement did not state a location and there is currently no access due to nothing being on the property. Mr. Rogers further explained that if someone wanted to use the lots and access it from DPW drive, they would have to create a plan and obtain a driveway permit. Mr. Rogers added that the parcel could also be

accessed from Old Wilton Road. Member Kelle O'Keefe asked if there will be residences built on the lots and wanted clarification on where the access or driveway would be. Mr. Rogers clarified that the property would be industrial.

Chairman Sadowski requested that the new 1-5 lot be named 1-4 if the merge were to be approved as to not have any gaps in the names of the lots. Mr. Rogers stated that will name the new lot 1-4. Vice-Chair Scott Tenney added that it would make sense for the town's tax maps to ensure everything remains consecutive.

Town Administrator Tara Sousa noted that she found the town's 1972 deed for DPW drive that grants the abutting properties of the east and west of DPW Drive an easement with an access of 50 feet or less. Mr. Rogers stated that as it only grants one easement not to exceed 50 feet, by combining 1-4 and 1-5 to the new lot of 1-4 it would only grant that lot one easement of 50 feet rather than two easements of 50 feet or one easement of 100 feet.

Member Tim Kearney asked Mr. Rogers to discuss the right of way from the end of Baker Avenue. Mr. Rogers stated that back in the 1800's a right of way was reserved off Baker Avenue to access 1-3, however, it is not a practical access anymore due to it running along the river. While it is still legally part of the property, there is virtually no room to access the lot due to the riverbank being pushed up against the stone wall. Chairman Sadowski noted that it should still be placed on the plan. Mr. Rogers agreed and stated he has no intention of removing it from the plan as the abutting owners should still be aware of it. Member Tim Kearney asked what Mr. Rogers' opinion on a passway as opposed to a driveway, as the access to Baker Avenue is referred to as a passway and it may be made practical in the future. Mr. Rogers stated that is more of a question for someone in the legal profession. Mr. Kearney asked whose land the passway crosses. Mr. Rogers stated that there is a small problem with the title as there is a portion of the riverbed that dates back to the 1800's and it is uncertain who has the title to a section of that riverbed. While it does not impact the project, it does impact Mr. Kearney's question. Mr. Kearney stated that he wants to ensure the passway does not cause a future legal battle between any future owners of the lots. Chairman Sadowski stated that he does not think the passway has anything to do with lots 1-4 and 1-5. Member Kearney stated he understands and only asked in order to obtain more information about the passway from Mr. Rogers while he is at the meeting. Mr. Rogers stated that in his opinion it does not impact the town as the passway was intended to cross the property between the wall and he doesn't believe there will be any legal issues over the passway in the future. Vice-Chair Tenney clarified that he has dealt with passways at his municipal job and a passway is essentially a walking trail while the easement coming down DPW Drive would be for motor vehicles.

Motion by Vice-Chair Scott Tenney, 2nd by Member Kelle O'Keefe, to approve the lot line adjustment on four conditions:

1. The newly proposed lot 1-5 must be renumbered to 1-4.
2. The shoreline protection zones be added to the Souhegan River.
3. A boundary marker added and drawn in on the plan on the riverbank on the northeastern side between lots 1-3 and the newly proposed lot 1-4.
4. An added note on the plan that the lot line is riparian.

Motion carried with 4 in favor, none opposed.

Chairman Sadowski stated that he owes Mr. Rogers a notice of decision once Administrative Assistant FitzGerald completes the minutes for the October 19, 2023 meeting, as he would like a word for word of the conditions.

Motion by Vice-Chair Scott Tenney, 2nd by Member Tim Kearney, for Chairman Mike Sadowski to sign the mylar upon verification that the four conditions have been added.

Motion carried with 4 in favor, none opposed.

Public Hearing for Completeness Review of Lot Line Application for Map 2 Lot 15-1 and Map 2 Lot 15-2 – Melvin Butler and Lawrinda Butler.

Chairman Sadowski opened by stating item number three on the agenda. Vice-Chair Tenney stated that this application also involves common ownership and the applicants intend on adjusting the lot line between 15-1 and 15-2. The application also states that there will not be any non-conformance in the merge or adjustment of the lot line application.

Motion by Vice-Chair Scott Tenney, 2nd by Member Tim Kearney, to accept the lot line application for Map 2 Lots 15-1 and 15-2 – Melvin Butler and Lawrinda Butler as complete.

Motion carried with 4 in favor, none opposed.

Town Administrator Sousa stated that the only missing green card is from Rogers Engineering.

Application for a Lot Line Adjustment Approval for Map 2 Lot 15-1 and Map 2 Lot 15-2 - Melvin Butler and Lawrinda Butler.

Chairman Sadowski began by reading a letter from Mr. Linnenbringer from the New Hampshire Department of Transportation. The letter stated that DOT received a public hearing notice from the Planning Board regarding the lot line adjustment between the two lots of 15-1 and 15-2. Upon review the town tax map only shows lot 15 and they have no record of approving a subdivision. The letter also states to please note that all subdivision on state roadways require driveway access approval from the DOT and this prevents the creation of parcels without roadway access. Mr. Rogers stated that he has not discussed this matter with Mr. Linnenbringer yet, but he was notified because the DOT retains a parcel of land that abuts it, therefore they are required to be notified. Mr. Rogers added that this is an application where no driveways are being proposed and he believes Mr. Linnenbringer was unaware that there had historically always been three parcels, they just weren't represented on the tax map until Rogers Engineering was able to correct it 6 months prior. Town Administrator Sousa added that it was an unmerger approved by the Selectmen. Mr. Rogers continued to say that if Mr. Linnenbringer had an updated tax map that showed three lots, he likely would not have had any concerns. Town Administrator Sousa stated that she sent Mr. Linnenbringer the updated tax map and a Google Earth snapshot of the existing development and have not gotten a response. Mr. Rogers identified that the driveway shown on route 31 has been shown on their own construction plans for Route 31 back in the 1950's and DOT should have been aware.

Vice-Chair Tenney asked for clarification that the dwelling on the map is currently on lot 15-1 and after the merger it will be on lot 15-2. Mr. Rogers verified that Vice-Chair Tenney was correct. Vice-Chair Tenney asked for the purpose of this lot line adjustment. Mr. Rogers stated that the resident of the dwelling on 15-1 has always used the land on 15-2 as they were under the impression that this was the lot they were on, although that is not the case as they are actually on 15-1. Mr. Rogers added that the intention is to place the trailer on its own parcel on the northernmost parcel of land by itself.

Chairman Sadowski stated that 15-2 is currently on one and a half acres and asked what it will become. Mr. Rogers answered that 15-2 will become 2.44 acres. Chairman Sadowski asked if the curb cut and the dwelling will be transferred to 15-2. Vice-Chair Tenney answered that the curb cut and the dwelling will all transfer to 15-2. Chairman Sadowski then asked if there is currently a curb cut by deed on 15-1. Vice-Chair Tenney also asked what DOT says. Mr. Rogers stated that after the lot line adjustment 15-1 will no longer have a curb cut and DOT was under the impression that 15-1 and 15-2 were both a part of lot 15 as one singular lot. Member Tim Kearney asked if the curb cut exists from DOT's perspective. Mr. Rogers stated that DOT acknowledges the curb cut and it is not expected that 15-1 will have a curb cut when it's done.

Member Kelle O'Keefe asked what the intention of the lot line adjustment is and if the mobile home that needs the lot line adjustment has a different owner. Mr. Rogers stated that the Butlers own lots 15, 15-1, and 15-2. Chairman Sadowski has concerns that the proposed plan will create a non-buildable lot on 15-1 as there is no frontage or curb cut. Mr. Rogers stated that from his understanding lot 15-1 would not necessarily be non-buildable due to the lot having frontage on Route 31. The lot still has access due to it being owned by the Butlers through a shared driveway on lot 15 due to the limitations on Route 31 and the wetlands on the lot. Chairman Sadowski stated that the shared driveway and which property is going to be accessed must be stated in the plan as it could cause issues in the future if the Butlers decide to sell their land. Mr. Rogers stated that he will clearly add it to the plan.

Vice-Chair Tenney asked if the Butlers reside at 4 Mason Road, Lot 15. Mr. Rogers said that they currently do not. Vice-Chair Tenney asked if all of the trailers on Lot 15 and the trailer on lot 15-1 are being rented out. Mr. Rogers asked the owner of the trailer on 15-1, Nathan Jones, what the status of the trailer on 15-1 is. Mr. Jones stated that he was working on it and that he owns it. Vice-Chair Tenney asked if he was planning on renting it out and Mr. Jones stated that it will be a permanent residence for his son. Town Administrator Sousa stated that the dwelling on 15-1 is being taxed as if it were in a mobile home park. Therefore, only the trailer itself is taxed and not the land. Chairman Sadowski asked how the other two trailers on lot 15 were taxed. Town Administrator Sousa stated that they are all on the Butler's property and do not have separate tax cards. Vice-Chair Tenney added that the Butlers would need a waiver of liability from the Selectmen to access lot 15-1 through lot 15. There is an encroachment issue between 15-1 and 15-2. Adjusting the lot line on the plan will remove the encroachment. Mr. Tenney suggested adding two conditions to the plan to absolve any potential issues that may arise in the future. There should be a note added to the plan that access to lot 15-1 shall be by easement over Map 2 Lot 15 to solve the access issue to 15-1. There should also be an additional note that no additional curb cuts on Route 31 shall be permitted for Lot 15-1.

Chairman Sadowski asked Mr. Jones if he plans on adding more trailers onto 15-2. Mr. Jones answered no and Mr. Rogers stated that Mr. Jones is intending on purchasing the lot under his trailer from the Butlers as he owns the trailer but not the land itself. Chairman Sadowski and Member Kelle O'Keefe noted that they misunderstood and thought that Mr. Jones was Mr. Butler. Chairman Sadowski asked how the Board will know the Butlers will agree to the shared driveway between Lot 15 and 15-1. Mr. Rogers stated that he has a letter of authorization for him to represent the Butlers during this meeting and they are okay with accessing Lot 15 through Lot 15-1.

Vice-Chair Tenney asked Mr. Rogers where the wetlands are on the plan. Mr. Rogers stated that the wetlands are near the intersection of Pleasant Street, then on the backside of Lot 15-1 and slightly behind Lot 15 as well. Mr. Rogers stated that there is also a brook running down the lot as well as a small finger of wetland. Vice-Chair Tenney asked approximately how much land area the wetland would encompass. Mr. Rogers stated that there is approximately an acre of wetlands on 15-1 and just under two and a half acres of usable land. Chairman Sadowski added that the usable acreage would also decrease slightly due to the setbacks on the west side. Mr. Rogers also stated that the lots do have upland access through Lot 15 and Lot 15-1 that would not cross any wetlands, however, he cannot guarantee that one can cross from Route 31 without touching wet land.

Vice-Chair Tenney stated that he noticed on the northeastern side where the three lot lines converge, it was originally bound by a spotted maple. Mr. Tenney asked if they are only going by GPS coordinates and distance marks. Mr. Rogers stated that Rogers Engineering got bearing and distance to get them out there and there was nothing found there.

Mr. Sadowski stated that he believes it is prudent to place the curb cut on the 15-2 deed. Mr. Rogers stated that Rogers Engineering will make it absolutely clear that the existing curb cut will be pertinent to Lot 15-2.

The Board opened up the meeting for public comment. Resident Tim Washburn, who abuts the subject property stated that he does not have an issue with the adjustment, however, his only concerns are how much of 15-1 will be buildable and how it will be accessed. Mr. Sadowski stated that Vice-Chair Tenney had asked that earlier and reiterated that the lot would still be buildable. Mr. Sadowski noted that it may have been more difficult for the public to follow along as the map was not shown on an easel and was only placed on the table. Mr. Rogers pointed to Mr. Washburn where the wetlands are and stated that it was approximately an acre of wetland. Mr. Washburn asked where the property would be accessed. Mr. Rogers reiterated that the access for Lot 15-1 would be through Lot 15. Mr. Sadowski stated that one of the conditions would be a deeded right of way. Mr. Washburn also asked if the line on the map was the same projection as the one on his survey. Mr. Rogers stated that if he had the survey, it has not been recorded. Rogers Engineering does have another survey that was done for Mr. Washburn by Sandford, though the line was not on the survey. Mr. Rogers asked Mr. Washburn if he could meet with him some time after the meeting to receive a copy of the survey he has for the land to ensure that his findings are consistent with what Mr. Washburn has on his survey. Mr. Washburn gave Mr. Rogers his number.

Vice-Chair Tenney asked Mr. Rogers if he would like the Board to recess the lot line adjustment until he verifies Mr. Washburn's information. Mr. Rogers stated that there would be no need for a continuance as the deeds made sense in that area and he suspects any abutting survey will agree with what he found. Chairman Sadowski noted that he believes Mr. Washburn is wise to ensure that the plan is accurately reflected to avoid any future legal complications. Mr. Tenney added that everything is recorded by deed as it is a legal boundary description and the plan is referenced in that. Therefore, as long as the deeds are consistent there should not be an issue. Mr. Tenney also reiterated that even though it is a DOT decision, he is adding a note to the plan that no new curb cuts on Route 31 for the new Lot 15-1 will be permitted.

Chairman Sadowski asked if there were any more public comments. No other residents commented. Mr. Sadowski closed the public hearing.

Motion by Vice-Chair Tenney, 2nd by Member Kelle O'Keefe, to approve the lot line adjustment for Melvin and Lawrinda Butler Map 2 Lot 15-1 and Map 2 Lot 15-2 on four conditions:

1. That a note be added to the plan that access to the newly adjusted Lot 15-1 shall be by deeded easement over Map 2 Lot 15.
2. The existing curb cut over the current Map 2 Lot 15-1 be merged with Map 2 Lot 15-2.
3. No new curb cut on New Hampshire Route 31 shall be permitted on the newly created Map 2 Lot 15-1.
4. Confirmation of the eastern most lot line between Map 2 Lot 51 and Map 2 Lot 15-1 be verified.

Motion carried with 4 in favor, none opposed.

Chairman Sadowski stated that he owes Mr. Rogers a notice of decision once Administrative Assistant FitzGerald completes the minutes for the October 19, 2023 meeting. Mr. Sadowski also noted that he would like Mr. Rogers to meet up with Mr. Washburn beforehand and confirm that the information on his survey is consistent with the plan.

Motion by Vice-Chair Scott Tenney, 2nd by Member Kelle O'Keefe, for Chairman Mike Sadowski to sign the mylar upon verification that the four conditions on the application have been added.

Motion carried with 4 in favor, none opposed.

Mr. Rogers asked if the Board was expecting a note on the plan or a draft deed as well. Chairman Sadowski and Vice-Chair Tenney answered that the Board also expects a draft deed. Mr. Rogers stated that he expects to have that completed within two weeks. Mr. Tenney also asked Mr. Rogers to pass on to the Butlers, as he is representing them, that if the Butlers plan on adding anything to Map 2 Lot 15 that they will be required to deal with the addition as a mobile home park as there are three residences on the lot. This includes potential replacement of any of the trailers on the lot.

Discussion of zoning modifications.

Chairman Sadowski opened the fifth item on the agenda by reading off an email he sent to Town Administrator, Tara Sousa. The email included three items that he would like the Board to consider and if the Board agreed he would like to add a public hearing for site plan regulation amendments to the meeting on November 9, 2023.

The items in the email included:

1. Require applicants to have a mandated conceptual.
2. Make the site plan regulation and zoning regulations match the 20 days submission timeline.
3. Change both to say amendments need to be submitted no later than seven days prior to a subsequent meeting.

Chairman Sadowski further elaborated on the first item. He stated that a pre-application review provides the Board and applicant an opportunity to discuss a proposal without any binding decisions being made. Municipalities have the authority to require pre-application discussions where the applicant may not decline to participate in the pre-application phases. If the municipality has not included such requirements in its subdivision and site plan review regulations, the applicant may decline to participate in the pre-application phases and begin the review process by filing a completed application.

Member Kelle O'Keefe asked Mr. Sadowski if item number 3 meant 7 consecutive days. Mr. Sadowski confirmed that the weekend is included. Vice-Chair Tenney recommended that it be changed to 10 days if it is consecutive to give the Board more time. All members of the Board agreed. Mr. Sadowski clarified that anything later would not be accepted and would be moved to the subsequent meeting. Mr. Sadowski stated that he will draft the application for the next meeting.

Mr. Sadowski added that he believes the Board should add to the rules and procedures that there will be no new business after 9 p.m. Mr. Tenney stated that they may not need to formally add it to the rules and procedures. Town Administrator Sousa stated that BOS Ex-officio Margaret Bickford asked her if the Planning Board had official rules and procedures. Mr. Sadowski noted that she had asked him the same question and he answered yes. Town Administrator Sousa stated that she does not have them and was not aware they existed. Mr. Sadowski noted that he believes the rules and procedures are essentially the site plan regulations. Town Administrator Sousa disagreed and stated the zoning board did not have rules and procedures so they created an operational guide for items that are apart from zoning. Town Administrator Sousa stated that an official rules and procedures for the Planning Board would be important for anyone that is planning on filing any application with the Planning Board as they can understand how the Board operates, such as holding the meetings the second Thursday of the month. She noted that the Board would not need a hearing to write the procedures. Mr. Sadowski stated that he will write up the procedures. Vice-Chair Tenney added that he will search for the Board's rules and procedures as he believes the Board already has rules and procedures written, however, he would not be surprised if they disappeared. Mr. Sadowski noted that he will still write up an official rules and procedures document for the Board in the meantime and finish it by January 2024. He also added that he will put the rules and procedures on the town website.

Chairman Sadowski asked Town Administrator Sousa if she could give him the document for the edited FEMA flood map update as the FEMA zoning amendments must be updated. She agreed. Mr. Tenney stated that these (other items) are site plan regulation items rather than zoning. Mr. Sadowski stated that it was both as the pre-application dates for site plan regulations and zoning ordinance regulations do not match. One states 20 days while the other states 30 days. Vice-Chair Tenney stated that as the zoning ordinance says 30 days, the Board will have to only change the site plan regulations. He added that changing the site plan regulations does not require a public hearing and the Board may vote on it during a regularly scheduled and posted meeting. The board agreed to add an amendment to site plan regulations during the meeting on November 9, 2023.

Mr. Sadowski reiterated the proposed letter and stated that the amendments must be changed from 7 days to 10 days. Mr. Tenney said that would be under site plan regulations as well. Town Administrator Sousa added that it would also be under subdivision regulations. Mr. Tenney agreed as they are two separate documents. Town Administrator Sousa stated that as the FEMA zoning amendments have been heavily edited, the Board will only have to present a warrant article referencing the document with FEMA's required revisions.

Town Administrator Sousa also stated that she looked at downtown Greenville to try to create a plan that would fix the above the ground floor issue. Mr. Sadowski stated that any multifamily building must be placed on a lot of at least 2 acres as the Board removed the previous exemption for downtown. Prior regulations stated that downtown was exempt from the limitation of only placing a single-family home on a lot of under 2 acres, but the Board removed this exemption during a previous Town Meeting. Chairman Sadowski stated that the Board discussed the definition of a conversion and sent it to a town vote during a previous Planning Board meeting. Mr. Sadowski read the definition of a conversion which is to repurpose existing commercial, industrial, institutional structures or a single-family structure into multiple dwelling apartments or condominiums. Town Administrator Sousa asked what would occur if someone were to tear down a building to place a new building up as the wording of the definition specifically states existing. Mr. Sadowski stated that as the building is being torn down to create the new building, it is still classified as a conversion. Town Administrator Sousa expressed concern, as a resident who would like to place a building on an empty lot must follow the zoning regulations, however, someone who wants to demolish a property would be bound to whatever the previous footprint was. Member Kelle O'Keefe asked what would occur if a current building were to burn down. Vice-Chair Tenney stated that the owners would be able to build exactly what was there within a year.

Chairman Sadowski asked Administrative Assistant FitzGerald if she could add the amendments to site plan regulations and the public hearing for FEMA zoning amendments on the agenda for November 9, 2023.

Approval of Minutes for September 14, 2023, September 21, 2023, October 5, 2023, and October 12, 2023.

Motion by Vice-Chair Scott Tenney, 2nd by Member Kelle O'Keefe, to approve the minutes of September 14, 2023.

Motion carried with 4 in favor, none opposed.

Motion by Member Kelle O'Keefe, 2nd by Member Kearney, to approve the minutes of September 21, 2023.

Motion carried with 4 in favor, none opposed.

Motion by Member Tim Kearney, 2nd by Member Kelle O'Keefe, to approve the minutes of October 5, 2023.

Motion carried with 4 in favor, none opposed.

Motion by Member Kelle O'Keefe, 2nd by Member Tim Kearney, to approve the minutes of October 12, 2023.

Motion carried with 4 in favor, none opposed.

It is noted that Mr. Tenney abstained from the meeting on October 5, 2023 and October 12, 2023. It is also noted that Mr. Sadowski and Mr. Kearney abstained from the meeting on October 12, 2023.

Any other business that may legally come before the Board.

Mr. Sadowski stated that he received a letter from Bob Hinman, Controller from 32 Mill Street. Mr. Hinman spoke with Fire Chief Ben Buttrick regarding their desire to seal the black top in front of the mill located on 32 Mill Street, also known as the church on Chamberlin Street. Mr. Hinman has concerns about designated fire lane markings and designated parking spots. Town Administrator Sousa stated that there were some unclear requirements on the minutes containing the approval of the church, and due to questions arising about the Georges Realty 21 Chamberlin Street project using their parking, people may be wondering where those markings are. Mr. Kearney added that this may also limit the parking. Town Administrator Sousa noted that in the minutes where the church was approved, it is referenced that the church would have 61 parking spaces designated in the lower lot area. She added that the church does not have any upper lot spaces in the front section and 21 Chamberlin Street should not have parking in the front section either. Town Administrator Sousa asked Chairman Sadowski if he could ask Mr. Hinman if there is a drawing that shows where those parking spaces are because the file seems to be missing that information.

Chairman Sadowski stated that he would like the November 9, 2023 meeting to be changed to November 16, 2023 as he will be away on November 9, 2023 and is unsure if he will be back in time for the meeting. The Board stated that they do not have a problem with switching the meeting to November 16, 2023 at 7:00 p.m. at the Greenville town office meeting room.

Adjournment.

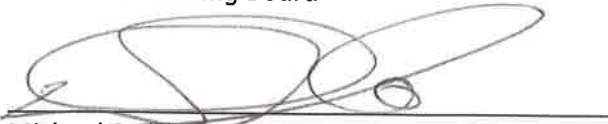
Motion by Member Tim Kearney, 2nd by Member Kelle O'Keefe, to adjourn at 9:20 p.m.

Motion carried with 4 in favor, none opposed.

Respectfully Submitted,

Jeanny FitzGerald
Planning Board Administrative Assistant

APPROVED BY:
Greenville Planning Board



Michael Sadowski, Chairman

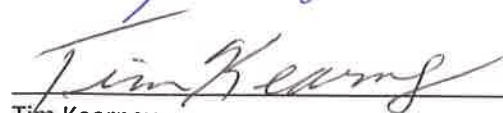


Scott Tenney, Vice Chairman

Margaret Bickford, BOS Ex-Officio



Kelle O'Keefe



Tim Kearney