

**Town of Jefferson**  
Office of the Planning Board

**Minutes**  
April 9, 2019

**Members present:** Chairman Jeff Young; Michael Meehan, Jason Call, alternate; Gil Finch, Donna Laurent, Kevin Meehan, Selectmen's representative

**Absent:** Gordon Rebello

**Others present:** Charlene Wheeler, Board secretary; Gardner Kellogg, Keith Josselyn, Dawn Miller, Mark Miller

In the absence of a regular Board member, Jason Call was designated a voting member for this meeting.

**Minutes**

Donna Laurent made the motion to approve the minutes of the March 26, 2019 meeting, seconded by Gil Finch. The vote to accept the motion was unanimous.

**Hearing – Kenison Campground**

The public hearing was continued from March 26 to consider the application of Michael and Jennifer Kenison, 43 Bailey Road (Rt. 116), Jefferson, to develop and operate a 97-site campground. This property is located on Bailey Road, Jefferson, NH, Tax Map 5A, Lot 47. The application was judged to be incomplete at the March 26 meeting. The Kenisons said they do not have new plats to bring to the Board and have requested a few more weeks before they return to the Board. They did not attend this meeting. Board members read a letter from the Board's engineer who gave his opinions on setback requirements for tents and campers. He also said the plan shown at the last meeting was a long way from being complete, that as of now it is only a conceptual plan. Jen Kenison had sent a copy of NFPA 1194 Standards for RV Parks and Campgrounds she had referred to at the previous meeting. The required width of interior roads was being discussed at the time. The document stated the minimum width of one-way traffic was 10 feet and for two way traffic the minimum width was 10 feet per lane. A parallel parking lane should be at least 8 feet in width. Jason Call said the regulations say 18 feet for two-way traffic but 20 feet would certainly be better. The Board has not received any comments from the town's fire chief and the Board secretary was asked to contact him again. The secretary also reported she had contacted the Coos Registry of Deeds who said they will file site plans for campgrounds but the plat must have a particular licensed engineer's or surveyor's stamp. Some Board members expressed concern about how much time would go by if the hearing keeps being continued into the future without an application being accepted because of missing information or requirements. It was unfair to abutters who want to know what is happening with this proposal. But abutters can always contact the Board if they want to inquire about the progress of the proposal. It was thought the abutters probably should be notified again when substantial developments have occurred enough to move the application forward.

**Consultation – Josselyn/Miller BLA and Josselyn Subdivision**

Gardner Kellogg representing Keith and Helene Josselyn and Mark Miller presented the Board with a plan to adjust boundaries between Tax Map 2, Lot 7 owned by the Josselyn Trust and Tax Map 2, Lot 6C owned by Mr. Miller. Both properties are on North Road. There is a right-of-way called Sadie Lane giving access to Lot 6C. The adjustment would add 9.72 acres from Lot 7 to Lot 6C. Lot 7 would then contain 20.98 acres and Lot 6C would contain 31.19 acres. If the boundary lot adjustment is approved, then Lot 7 would be subdivided into 3 lots, one containing 6.9 acres, one containing 8.53 acres, and one containing 5.55 acres all have frontage on North Road. On one of the proposed new lot there are 2 structures closer to a boundary line than allowed. Mr. Josselyn said he would remove these structures rather than try to be granted a variance. Driveway permits from the state would have to be obtained. Two plats will be required, one for the boundary line adjustment and one for the subdivision. Separate applications must be submitted but fees for abutters and newspaper notices can be combined. A hearing date was scheduled for May 14 if the applications can be received in a timely way. Mr. Gardner, Mr. Josselyn, and Mr. and Mrs. Miller thanked the Board and left the meeting.

**Communication**

Copies of Selectmen's minutes were circulated.

**Revision of Road Standards**

The Board examined an edited draft of the road standards. One word was changed in Section 1.2, in the last bulleted item. The word snowmobile was changed to multiuse. The Board secretary will print final draft copies for a hearing scheduled for the May 14<sup>th</sup> meeting. The hearing will be noticed as required.

**Master Plan**

June Garneau who worked with the town of Whitefield on their Master Plan update said she can meet with the Board at their April 23 meeting. Members of the Select Board and Board of Adjustment have been invited to attend.

**Regional Transportation Plan**

The North Country Council Regional Planning Commission is asking for input from communities into developing a regional transportation 5-year plan. Board members seemed to feel the same issues raised in the past still need to be addressed such as US Route 2, an important East/West Route across the state being upgraded and maintained, safe pedestrian and bicycle travel ways built, and better access to recreational areas. The Board thought this could be addressed in the revision of the town's Master Plan with which the Board has been tasked after survey results are analyzed. Perhaps the North Country Council's Transportation Committee might be a valuable resource on this process.

Michael Meehan made a motion to adjourn the meeting, seconded by Donna Laurent. The meeting was adjourned at 9:06 p.m.

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Charlene Wheeler  
Secretary to the Board