



Town Of Durham

Planning Board Minutes

Fire Station Meeting Room, 6:30 pm

November 5, 2025

1. Roll Call & Determination of a Quorum

In attendance: John Talbot (Chair), Juliet Caplinger (Vice Chair), Allan Purinton, Brian Lanoie, Brian Stickney, and George Thebarger (Town Planner).

2. Pledge of Allegiance

3. Amendments to the Agenda:

John Talbot stated that due to his election to the Select Board he will not be able to serve on the Planning Board once he is sworn in.

Motion made by Allan Purinton: To add an item to the end of the agenda for election of a new Chairman. **Motion seconded by Brian Stickney: Votes to approve: 5-0**

4. Acceptance of Meeting Minutes (October 1 & October 22, 2025)

Motion made by Allan Purinton: To accept the minutes for the October 1 and October 22 meetings. **Motion seconded by Brian Lanoie: Votes to approve: 5-0**

5. Informational Exchange on Non-Agenda Items:

- a) Town officials: The Town Planner provided his monthly report in the packet.
- b) Residents: None
- c) Non-Residents: None

6. Continuing Business:

a. Request for Final Site Plan Approval for Expansion of the Leisure Campground for 40 RV sites, Map 2, Lot 13

The Town Planner summarized the prior conditional use and preliminary site plan approvals granted by the Planning Board in 2023 and 2024 and the requirement for the applicant to provide copies of the State permits for the wastewater system and stormwater management plan.

Alan Purinton asked for confirmation that the applicant is working with the Fire Chief on the site numbering.

Ken Huot, the applicant, stated that he and the Fire Chief have walked the site and he submitted an updated diagram. He is waiting for an updated map from his consultant.

Mr. Purinton asked about timing of the construction.

Mr. Huot indicated the need to wait until spring and to avoid peak camping season. Both State permits require inspections by his engineer with reports sent to the State and the Code Officer.

Motion made by Allan Purinton: To grant final site plan approval for the Leisure Campground expansion. **Motion seconded by Brian Stickney: Votes to approve: 4-0 Abstentions: 1**

7. New Business:

a. Request for Sketch Plan Review of a Proposed 14-Lot Cluster Subdivision at 439 Quaker Meeting House Rd, Map 2, Lot 60

The Town Planner summarized the project proposal and the process of subdivision review, starting with the sketch plan. The proposal is for a cluster subdivision, which will require a site walk at the sketch plan stage. He pointed out the need for mapping of the farm soils and consideration of potential interconnection of the proposed road and the abutting Collins Way with a paper street. Mr. Theborge questioned the need for a legal opinion on the road frontage for Lot 13 and the land to be retained by the owner and for whether the proposed easement on Lot 13 meets the requirements for dedicated open space in a cluster subdivision.

Joe Marden of Site Lines Engineers & Land Surveyors presented the sketch plan for the applicant. Mr. Marden introduced the project team and explained the outside permit reviews that will be needed from DEP and the Army Corps of Engineers due to wetland impacts and the potential for northern long-eared bat habitat, which may affect the timing of clearing for construction. Mr. Marden went on to describe the project site, development approach, and the proposed open space dedication. He indicated that all utilities will be on-site systems and that no stormwater permit from the State is needed due to the project being under one acre of impervious surface (depending on what surfaces are measured). He stated that the net residential area calculations for lots and open space meet ordinance requirements. He said the easement for the open space will be held by the homeowner association. He asked whether a back lot access can be provided to the land to be retained at the far end of the project site.

The Planning Board members discussed the potential road connection with Collins Way and interconnection of the wetlands on either side of the proposed access road. They also asked for more detail on the future of the existing driveway to the home and whether the road entrance will meet sight-distance requirements. They also questioned the boundaries of the family cemetery and the timing of the vernal pool survey.

The applicants stated that the driveway will be discontinued and that an entrance permit for the new road has been issued by the Town. The cemetery boundary may need to be adjusted, and the wetland consultant did not identify any potential vernal pools.

The Board discussed the proposed building envelopes for setbacks and steep slopes and the potential for future subdivision of Lot 13. They indicated they are generally okay with the cluster approach pending detailed analysis.

The Board scheduled a site walk for the project on Sunday, November 16 at 1 p.m.

8. Other Business:

a. Planning Board Discussion of Public Review Process for Draft Land Use Ordinance Amendments

The Town Planner summarized the input from the October 22 information meeting. The one minor policy that generated a lot of interest was the proposed changes to the noise regulations. If the Board delves into exemptions and/or standards for blasting, shooting ranges, and fireworks, this may indicate that the issue would not be a minor policy change.

Motion made by Juliet Caplinger: To postpone consideration of the noise regulations until after codification of the Land Use Ordinance. **Motion seconded by Allan Purinton: Motion carried: 5 – 0.**

Mr. Thebarg summarized the input of the Town Attorney on the need to put the conditional use site plan submission requirements in the Ordinance (versus in Planning Board instructions) and a recommendation that the Town do notices to the abutters. He is proposing a simplified approach to dealing with marijuana growing facilities rather than adopting extensive regulations suggested by the Town Attorney that include licensing and annual inspections by the Code Officer.

The Board indicated support for putting conditional use submission requirements in the Ordinance but decided to leave abutter notifications with applicants at this point.

The Board briefly discussed the proposed agriculture definitions submitted by the Agriculture Committee and potential discussion of them at the upcoming public information meeting.

b. Election of Officers

The Board members discussed individual willingness to serve as Chairman.

Motion made by Juliet Caplinger: To elect Brian Lanoie as Chairman. **Motion seconded by Brian Stickney: Motion carried: 5 – 0.**

9. Adjournment

Motion made by Alan Purinton: To adjourn the meeting.
Motion seconded by Brian Lanoie: Motion carried: 5 – 0. Meeting adjourned at 8:32 p.m.