

# Memo

**Date:** December 15<sup>th</sup>, 2016  
**To:** David Owen – Town Manager  
**From:** Matt Sullivan – Director of Planning & Development  
**RE:** Monthly Report – November, 2016

## Planning Board

- November 1, 2016
  - Binnacle, LLC - Highland Terrace – Special Use Permit – Driveway – Continued
  - Edwin Warren King – 180 Forest Road – Boundary Line Adjustment
  - Wolfeboro Property Holdings, LLC – 116 South Main St – Site Plan Review
- November 15, 2016 – Work Session
  - Public Hearings for December 6, 2016
    - Accessory Dwelling Units
    - Wetlands Conservation Overlay District
    - Site Plan Review – Lighting Regulations
  - 2017 Planning Board Budget; Master Plan Funding (Status Updates)
  - 2017 Work Program
  - Approval of Minutes

## Technical Review Committee

- November 2, 2016
  - 280 South Main Street – Bed & Breakfast – 282 South Main St – Change in office location Non-Binding
- November 9, 2016
  - Kevin & Laura Duffy & Curtiss & Debra Golder – 19 Sleepy Hollow Rd/79 Middleton Road – Boundary Line Adjustment- Non- Binding

## Zoning Board

- November 7, 2016
  - Joanne Moody = 156 Trotting Track Rd - Variance- Garage
  - Grosvenor Congrove Revocable Realty Trust – 60 Point-O-Pines Road – Variance – Shed
  - Robert & Helen Conrad – 165 Clark Road – Variance – relocation of Garage
  - Garrison Grubisa – 591 Center Street - Change of Use – to a workshop for custom motorcycle parts

## Shoreland Permits

- North Shore Realty Trust – Simon Williams, Trustee – 3 North Kenney Shore Rd – Construct new Garage – Relocate Driveway, Raze Shed, Remove Patio, Construct Deck
- Nelson Steiner – 193 Kingswood Road- Construct Garage & Reclaim Portions of Existing Driveway
- Robert Palmason – 567 Forest Road – Construct Garage with Breezeway

## Other

- New Durham Green Oak Excavation Permit Research and Correspondence
- Cartographics GIS Meeting and Review of Existing GIS Infrastructure
- Restroom Committee Meeting Attendance
- Heritage Commission Meeting Attendance
- Assisted Zoning Enforcement on Case Review and zoning interpretation
- Coordination meetings with prospective zoning and planning board applicants

Attached please find the monthly report for building and Zoning enforcement



**Matt Sullivan**  
**Director of Planning and Development**