

**Town of Boscawen**  
**Planning Board – 2022 Technical Review Committee**  
Boscawen Municipal Complex  
Final Meeting Minutes  
Thursday February 15, 2022

Members present: Kellee Jo Easler- Chair, Alan Hardy- Code Enforcement Officer, Mark Varney- Planning Board Chair, Kevin Wyman- Police Chief, Tim Kenney- Fire Chief, Dean Hollins- Public Works Director, Charles Bodien- Building Inspector, and Katherine Phelps- Town Administrator

Staff present: Kearsten O'Brien- Deputy Planning and Community Development Director, Kara Gallagher- Planning and Community Development Clerk

Others present: Suzanne Maze- Owner of Black Forest Nursery

Chair Kellee Jo Easler called the meeting to order at 9:04 a.m.

Roll call by Deputy PCD Director Kearsten O'Brien.

**Planning Board Chair Mark Varney made the motion to accept the TRC Minutes from July of 2021. Police Chief Kevin Wyman Seconded. All in favor, none opposed.**

Deputy PCD Director O'Brien read the public notice as follows; Notice is hereby given in accordance with **NH RSA 676:4, I, D1 & 674:43 (III)** and the **Town of Boscawen Land Development Regulations** that the **Technical Review Committee** will meet on **Tuesday, February 15, 2022 at 9:00 am** at the Boscawen Municipal Complex, 116 North Main St, during a **regular meeting** of the committee to hear an Application for **Minor Site Plan Review for Retail Space**, submitted by **Suzanne Maze** with a location of **Map 81D Lot 88, 203 King Street**, located in a **Village District zone**. Upon a finding by the Board that the application meets the submission requirements of the Zoning Ordinance and the Land Development Regulations, the Board will vote to accept the application as complete and a Public Hearing on the merits of the proposal may follow.

Chair Easler invited Ms. Suzanne Maze to present her application. Ms. Maze said she recently purchased the property next door formally known as Dimitri's Pizza. She would like to expand her office area and retail space into the building along with expanding the parking. She would like to keep the original entrance to Black Forest Nursery and then have an entrance and more parking on the property they purchased. They will be eliminating one of the curb cuts which will hopefully resolve some of the parking issues they have had in the past. They will be making renovations to the building such as adding office areas, storage, and registers for purchases. They will be adding electric sliding doors to the front of the building. Building Inspector Charles Bodien requested that if the minor site plan is approved that she meets with Deputy PCD Director to obtain building permits for the renovations. Ms. Maze said she has been in touch with Deputy PCD Director about the building permitting process and will provide Deputy PCD Director O'Brien with plans and contractors information. Code Enforcement Officer Alan Hardy asked if she had Handicap parking. Ms. Maze said she has four handicap spots and one van accessible spot. Chair Easler

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asked when the goal was to open the new addition. Ms. Maze said she is hopeful to have it open in the spring.

**Chair Easler opened the Public Hearing at 9:20am.**

**Chair Easler closed the Public Hearing at 9:21am due to no public comment.**

**Planning Board Chair Varney motioned to accept the Minor Site Plan. Seconded by Code Enforcement Officer Hardy. All in favor. None opposed.**

**Motion to adjourn made by Chair Easler. Seconded by Planning Board Chair Varney. All in favor. None opposed.**

*Respectfully submitted by Kearsten O'Brien.*