

**DRAFT – NO LEGAL VALUE**

**Planning Board Meeting Minutes**

**Location:** Strafford Town Hall Conference Room

**Date & Time:** March 5, 2026 6:30PM

**Members Present:**

Phil Auger – Chair  
Lynn Sweet – Selectman Representative  
Donald Clifford

**Alternate Members Present:**

Donald Coker

**Others Present:**

Owen Corcoran, Strafford Regional Planning Commission, Regional Planner  
Robert Fletcher, Minutes Recorder

The Chair, Phil Auger, called the meeting to order at 6:30PM and recognized Board members Don Clifford, Lynn Sweet, and Donald Coker as present. He also recognized as present Owen Corcoran and Robert Fletcher.

**General Public Comment**

The Chair asked the public attendees if there were any comments or questions that were unrelated to the items on the agenda. There were none.

In the absence of Terry Hyland, the Chair appointed Donald Coker as a voting member. He indicated the Board would address the Carlson minor subdivision first due to the recusal of himself and Lynn Sweet and only two Board members to address the Collins/Blue Hills Foundation conservation development.

**New Business**

**Minor Subdivision – Oake & Diedre Carlson, 2-Lot Subdivision, 193 Old Ridge Road (Tax Map 7, Lot 15)**

Ashley Rowe of Norway Plains Associates, representing Oake & Diedre Carlson, indicated the desire to subdivide their 8.79-acre Lot 15 on 193 Old Ridge Road into two lots – a 5.87-acre Lot 15 which contains an existing house and barn and a 2.92-acre Lot 15-1, both meeting the minimum frontage and lot size requirements on Old Ridge Road. Wetlands have been delineated by a wetland and soil scientist. Test pits on Lot 15-1 identify a potential location for septic system placement. A proposed driveway plan indicates its installation without impact to any wetland buffers. Mr. Rowe met with the town road agent to review the driveway plan which the road agent approved, although not in writing.

The Chair questioned the reference to the lot acreage on the deed, and Mr. Rowe indicated that most of the parcels on Old Ridge Road had estimated acreage not actual. The Chair asked the Board for any comments or concerns. Donald Coker questioned the need for the small diagonal lot line to meet the minimum 200-foot frontage requirement on Old Ridge Road instead of using a completely straight lot

line and requesting relief from the Zoning Board of Adjustment for less than 200-foot frontage. Mr. Rowe indicated that reducing the lot frontage was unnecessary due to additional frontage available from Lot 15 and that the small diagonal lot line follows the natural contours and slope of the lot. Mr. Coker confirmed with Mr. Rowe that Old Ridge Road was a Class V roadway but reverts to a Class-VI roadway at approximately one-half mile from Lot 15.

The Chair requested a determination regarding regional impact. Lynn Sweet made a motion that this application presents no regional impact which was seconded by Don Clifford and voted upon verbally in the affirmative by all voting Board members. The motion passed.

The Chair asked the Board to address the completeness of application plan. Lynn Sweet indicated that she had reviewed the plan and staff notes, found them to be complete, and made a motion to accept the application as presented which was seconded by Don Clifford and voted upon verbally in the affirmative by all voting Board members. The motion passed.

The Chair opened the meeting for public comments at 6:39PM.

Philip Mosley, 186 Old Ridge Road, indicated that he shared a property line with the applicant, built a home at 186 Old Ridge Road in 2000 before the applicant acquired the property, and was approached by the applicant who was irritated that the Mosley's only bought three-acres of a 16-acre parcel. The neighbor also built a home and a driveway very near the property line bordering the Mosley's land. Mr. Mosley wanted to know why the applicant wants to subdivide the property, what he is planning to build on the new lot, and how it will affect 186 Old Ridge Road. Mr. Rowe indicated the Mr. Moseley's property did not border the applicant's property and that Mr. Moseley's property was across the street. Mr. Mosley insisted the he lives next to 193 Old Ridge Road. However, after the owner of the property at 193 Old Ridge Road stated that Mr. Mosley was not a neighbor bordering their property, Mr. Mosley left the meeting.

Kevin Hinrichsen, 33 Goodstein Road, questioned how many lots were in the subdivision and how many houses were to be built. The Chair indicated that there would be only one additional lot created by the subdivision and it would be limited to one residential structure. Mr. Hinrichsen referred to Mr. Rowe's comment earlier about an abutting neighbor's interest in buying Lot 15-1. Mr. Rowe indicated that when the project began as a subdivision into two lots, abutter Suzanne Jenkins suggested purchasing the area of proposed Lot 15-1 and initiating a lot-line-adjustment. The Carlsons decided to proceed with the subdivision due to the uncertainty of a purchase commitment and financing. Suzanne Jenkins has indicated that she may purchase Lot 15-1 for additional open space. Mr. Hinrichsen expressed concern about the sharp curve on Old Ridge Road and any increased congestion on the road with additional homes but was relieved that there would only be one more residence with this subdivision.

There being no further comments from the public, the Chair closed the meeting for public comments at 6:45PM, asked the Board for additional comments or concerns and, there being none, called for a motion regarding the application. Donald Coker made a motion to approve the application as presented which was seconded by Lynn Sweet and voted upon verbally in the affirmative by all voting Board members. The motion passed.

**Major Subdivision by Cumulative Impact – Sarah & Thomas Collins and the Blue Hills Foundation, Inc., 2-Lot Conservation Development, Province Road and Evans Mountain Road (Tax Map 6, Lot 1)**

The Chair and Lynn Sweet would need to recuse themselves which would leave only two Board members to address the application. Daniel O’Lone, Berry Surveying & Engineering, representing the Collins’ and the Blue Hills Foundation preferred to delay his presentation until a voting Board member quorum was present but was concerned about the delay this would cause in order to appear at two regular Planning Board meetings. He asked if an additional meeting could be scheduled in April 2026 to complete the application process on time. Owen Corcoran and the Board reviewed Planning Board meeting requirements and determined that an additional meeting in April could be held. All parties agreed to a second meeting on Wednesday, April 8, 2026.

Lynn Sweet made a motion to continue the application to the April 2, 2026 6:30PM Planning Board meeting which was seconded by Don Clifford and voted upon verbally in the affirmative by all voting Board members. The motion passed.

Additionally, Lynn Sweet made a motion to conduct a special Planning Board meeting on April 8, 2026 at 6:30PM to address the Collins and the Blue Hills Foundation, Inc. Conservation Development which was seconded by Don Clifford and voted upon verbally in the affirmative by all voting Board members. The motion passed.

**Other Business**

The Board reviewed the minutes of the February 5, 2026 Planning Board Meeting. Lynn Sweet made a motion to accept the minutes as written, which was seconded by Donald Coker and voted upon verbally in the affirmative by all voting Board members present who attended the February 5<sup>th</sup> Planning Board Meeting.

Owen Corcoran informed the Board that March 13<sup>th</sup> would be his last day as a Regional Planner for the Strafford Regional Planning Commission due to personal reasons. He enjoyed working with and getting to know all the Board members. Either Jen Czysz or Lisa Murphy will assist the Board for a seamless transition. The Board thanked Owen for his dedication and contribution to the Planning Board process and wished him the best in his future endeavors.

There being no further business before the Board, Donald Coker made a motion to adjourn the meeting, which was seconded by Lynn Sweet. The Board voted unanimously in favor, and the meeting adjourned at 7:12PM.

Minutes Prepared by Robert Fletcher