Town of Buxton
Planning Board Minutes
October 26, 2026

Minutes by: Roxanne Gardner

Members present: Craig Lefebvre, Jere Ross, Scott Warchol, Roger Tracy, and Travis Lettelier. Also attending on behalf of the town: Patti McKenna, Code Enforcement Officer, Roxanne Gardner, Code Enforcement Secretary. Other attendees: J.P. Connolly DM ROMA, Henry Huntley, Cliff Thomas, Nyeela Hueholt, Michelle Baird, Mitchel Baird.

Chairman Craig Lefebvre called the meeting to order at 7 pm.

Appointments:

- **J.P. Connolly-OBO Robie Holdings, LLC Application to develop a 30.6-acre parcel into a 7-Lot Residential Subdivision- Turkey Lane – Map 7 lot 8-A.**

J.P. Connolly OBO Robie Holdings, LLC Stated that the application is for a seven-lot subdivision off Turkey Lane. The last time he was Infront of the board he presented a sketch plan that is similar to the plan tonight. The plan tonight has added test pits for the septic locations as well as the revised alignment of the driveway right-of-way. J.P. Connolly stated that the hammerhead had been added to the plan and in addition to that, the alignments of the lots have been adjusted. The lots still have 200 front edges, but what he did was shift the lot line between lot four and lot 3 to the south. Essentially encumbering the existing driveway curb cut area.

The Planning Board reviewed the Subdivision Check List. Preapplication review was done on September 14,2026. The Board also reviewed 13.3.A (Submission Requirements) of the subdivision checklists.

The planning Board reviewed section 13.3.B of the subdivision checklists. Applicant stated that he would add ownership and location of abutting properties to the site plan.

Craig stated that the Board would want the following property corners marked, edge of wetlands (different color than corner flags), Approximate centerline of proposed road, and approximate lot locations marked out on the property before the site walk.

Scott asked the applicant if the wetlands and test pits had already been marked. The applicant stated that they have already been marked.

Roger made a motion to do a site walk for J.P. Connolly-OBO Robie Holdings, LLC Application to develop a 30.6-acre parcel into a 7-Lot Residential Subdivision- Turkey Lane – Map 7 lot 8-A on Sunday November 1,2026 at 9:00am. Jere seconded the motion. The motion passed with a vote of 5-0 in favor.

Craig asked the applicant if he had been in touch with DEP. The applicant stated that as far as DEP goes, he does not believe we are meeting the criteria for stormwater PBR. The applicant stated that he does not believe they have more than an acre of disturbance, we may need to reach out to them for a PBR for NRPA because we do have a slight adjustment to the culvert that crosses the creek. The applicant stated that the Army Corps likely won't be involved because their impact is very limited here it is adjusting an existing impact.

Scott stated that the application is for a seven-lot subdivision and the access road is serving two lots so, your current plan meets the two-lot requirement but if you put in lot eight, you now have three or more and will need to go to road acceptance level for access, which is a little wider road.

The applicant stated that they won't have a problem with getting a private way permit for this as well.

Scott stated that the applicant needed to show the 50-ft long paved apron on SB-1 of the site plan.

Travis stated that the notes are confusing. It says the access road provides access to lots 7 and 8 but he thinks the applicant wanted to put access to lots 6 and 7. The applicant thanked Travis for pointing that out on the site plan.

Travis stated that the cross section has one for cuts and one side for fills there is a ditch shown on one plan and not the other plan. The ditch should be shown on both.

Travis stated that as far as stormwater he thinks it will be okay. The applicant might want to run a calculation about the scour down near the stream to make shore a 25-year event is not washing it out. Travis stated that riprap at the bottom of this canal.

- **Michelle Baird Application to add to Conditional use permit for 259 Narragansett Trail – Map 10 Lot 30. Vote on revised Finding and Decision.**

CONDITIONS:

1. All elements and features of the application and all representations made by the applicant concerning the development and the use of the property which appear in the record of the Planning Board proceedings, are conditions of the approval. No change to the conditions of approval is permitted unless an amended plan is first submitted to and approved by the Planning Board.
2. That the applicant be in compliance with all applicable provisions of Article 8.2.B and 10 of the Buxton Zoning ordinances.
3. Meet all the requirements of NFPA as requested by Chief Schools plan review dated 10/21/2026 as follows:
    - Comply with applicable codes of NFPA1 – Fire Code and NFPA 101 – Life Safety Code.

- No sprinkler required.
- Located on the grounds of Rooted Hearts Farm at 259 Narragansett Trail, AKA 14 Old Orchard Rd. The owner shall install directional signage with arrows to enable fire department personnel to locate and access the sauna promptly during a fire or medical emergency.
- The fire department access road or driveway shall be located within 50 feet of the sauna's front door. The existing road and driveway configuration satisfies this requirement.
- Tree branches, stumps, and storage cabinets observed during the site visit shall be removed or relocated to maintain unobstructed emergency access.
- The access road and driveway shall be maintained year-round and kept clear of snow, ice, debris, and other obstructions.
- Provide one portable dry-chemical fire extinguisher rated at least 2-A: 10-B: C. Mount a 5-pound ABC dry-chemical fire extinguisher in a readily accessible location immediately outside the sauna exit door. It should be installed in a weather resistant protective cabinet to prevent deterioration from snow, rain, and other environmental conditions.
- The egress door may have a minimum width of 28 inches. If the sauna is intended to accommodate persons using wheelchairs, a minimum clear opening width of 32 inches is generally required.
- The wood burning stove, including all associated venting, required clearances, and chimney components, shall be installed in accordance with NFPA 211 and certified as such.
- NFPA 211, Section 13.1 requires solid fuel burning appliances to be listed and installed in accordance with the conditions of their listing and applicable requirements of that chapter.
- NFPA 211, Section 13.2.2 provides that a solid fuel burning appliance shall not be installed in an alcove or enclosed space having a volume of less than 512 cubic feet unless the appliance is specifically listed for that use.
- Although not required, the BFR strongly recommends that the occupants use a portable carbon monoxide detector whenever the sauna is in operation to monitor for carbon monoxide accumulation near the wood burning appliance.

4. Maximum capacity for classes or events is 30 people.
5. All NFPA 101 requirements shall be met prior to occupancy.
6. Applicants agree to annual inspection by Fire Dept. and Code enforcement of the property including the yurt and sauna.
7. The use of the yurt on the property is prohibited from being used in the agrotourism approval. The use of the yurt is limited to personal use by residents of the property.
8. The use of the sauna on this property is approved after occupancy inspection, and occupancy permit is obtained by the code enforcement office in conjunction with the local Fire Chief.
9. Approved hours are 8 a.m. to 10 p.m.
10. Approved number of employees is up to 10.
11. The use of the pizza oven on property was removed from being part of the application for agrotourism by the applicant. The use of the pizza oven is for personal use of the residents of the property only.

12. A conditional use permit secured under the provisions of Article 8 shall expire if the work or change involved has not commenced within two years of the date on which authorization is given.
13. Conform to noise ordinance.
14. Main access to the facility will be from route 202.

Jere made a motion to except the Finding and Decision for Michelle Baird application to add to the conditional use permit for 259 Narragansett Trail to add the use of the sauna – Map 10 Lot 30. With the conditions listed above. Roger seconded the motion. The Motion passed with a vote of 5-0 in favor.

CEO Report: None currently.

Minutes: Jere made a motion to approve the minutes for October 13,2026 as written. Roger seconded the motion. The motion passed with a vote of 4-1 in favor. Travis was absent from the meeting.

Bills: None currently

Communications: None currently.

Other Business:

- Discuss Zoning Changes.

The Planning Board decided to table the discussion on Zoning changes till November 9,2026.

- Review by-laws.

Jere made a motion to approve the Planning Board By-Laws with the deletion of 3.3. Travis seconded the motion. The motion passed 5-0 in favor.

Attendees may address the Board: No comments from the public were made.

Adjourn: Jere made a motion to adjourn at 8:00pm. Roger seconded the motion. The motion passed with a vote of 5-0 in favor.

Date Approved: 11-9-26

Signed: _____

Craig Lefebvre, Chairman

Next Meeting: Monday, November 9,2026