

3/24/26

Town of Jefferson

State of New Hampshire

**Office of Planning Board - Meeting Tuesday February 10, 2026**

**DRAFT MINUTES**

The meeting was called to order at - 7:04 pm by Chairman Bob Roy

Pledge of allegiance recited.

Roll call completed

Members present - Bob Roy, Mark Gross, Rebecca Hatfield, Mike Meehan, Kevin Meehan, selectmen's rep, Jason Call, Mike Smith

Others present - Michelle Gross; Planning Board secretary, David Passois; resident, Forrest Hicks on behalf of Waumbek, Tom Smith, Surveying, Phil Beaulieu from Headwaters Consulting

Draft minutes from the 2/10/26 meeting were approved. Motion to approve by Mark Gross, seconded by Mike Meehan. Passed unanimously.

**HEARING - NONE**

**CONSULTATION - Waumbek Partners : Bek Fairways Single Family Cluster Development -Phase 3**

Phil from Headwaters Consulting presented a conceptual plan for the above stated Phase on behalf of The Waumbek Partners. This would have direct access from Route 2. The plan was reviewed thoroughly by the Board, Phil, Forrest and Tom.

- Each lot would have its own well and septic.
- 6 acres is the developmental area.
- 4 lots in total - All noted on plan .
- 2 access points directly off of Route 2, considered a shared driveways, 2 driveway permits will be required, not disturbing wetlands.
- After lot (s) are sold, the owner requires building permits.
- There will be no construction of roads, as access is off of Route 2.
- The setback is 75' as required., 50' off of Route 2.
- Bob Roy questioned what is the setback, Kevin Meehan responded, LUO states is a 50" buffer.
- Jason Call reviewed Section 7 of LUO.
- Mike Smith - questioned, what if Route 2 gets improved in the future ?
- Tom Smith ( surveyor ) The pulloff area on Route 2 - NHDOT does not have the right or use of this pulloff, this is part of the property.
- Forrest and Phil noted the elevation of the buildings will not be higher than 30'. LUO has 30" as maximum height. Phil noted that currently the trees on the proposed lots are higher than 40'.
- Phil provided photos and scale reference of view of lots and of treeline.
- Bob Roy asked what their timeline was for submitting their applications to move forward on a hearing.
- It was stated hopefully within 30 days of today. (3/24/26)
- This would be HOA, no burden on the Town.
- If the State did not approve 2 common driveways, the developer would have to build a road to town specs.
- Phil noted the shown width of the shared driveways would be 18'.
- Kevin Meehan started a general discussion on shared driveways per Town LUO.
- Jason Call recommended that a 25' setback ( red line ) be added for a setback.

- Forrest started a discussion on underground utilities and the cost. Planning Board has previously granted a waiver for Phase 1.
- Waumbek partner and their team were very thorough in answering questions and providing information on this Phase 3. They thanked the board for their time and process of reviewing the conceptual plan.
- A copy of the draft of this conceptual plan is available to view at the Town Office.
- The Planning Board will await completed applications and then move forward on the process of having a Hearing.

Financial report - N/A

Readings or communications directed to the Board - The Board reviewed the plan of the new sewer collection system for Santa's Village Partners.

Reports from officers or committees - N/A

Other Business - Board members reviewed the current Planning Board roster. The board recommends reinstating Michael Meehan and Mickael Smith as members. Bob Roy as Chairman and Mark Gross to also continue on as Vice Chairman. This has been noted and will be shared with the towns administrative assistant to share with the Select Board, All newly re-appointed will need to be sworn in by the town clerk at a date and time to be determined.

The board had a general discussion about the Town meeting.

Jason Call noted that the board should be taking the time to review the town's master plan in upcoming meetings.

**The next scheduled meeting will be Tuesday, April 14th at 7pm.**

Motion to adjourn meeting by Mike Meehan, seconded by Mark Gross. Passed unanimously

Time of adjournment - 8:30pm

Michelle Gross - Secretary of the Jefferson Planning Board