**Members Present**: Mark Hesler, Monica Laflamme, Eric Meth, John DiMarzio, Mary Grote

**Also Present**:  Robert and Kathleen Sherburn

A regular meeting of the Franconia Planning Board took place at the Franconia Town Hall on Tuesday, October 25, 2022, at 7:00PM.

Mark called the meeting to order at 7:10 pm.

**Public Input**:  Unexpectedly, Robert and Kathleen Sherburn came to the PB meeting seeking guidance regarding a commercial property they currently own.  With no other members of the public present, the Board agreed to move “Public Input” to the beginning of the meeting to address their questions. The Sherburns own the Pinestead Farm Lodge and want to build a new structure or convert an existing one for “rental housing” purposes.  They originally came to the Planning Board in 2015 for this purpose and brought the paperwork to show the Board. Although approved in 2015, the Sherburns did not complete the project.

The Sherburns came to today’s meeting to seek direction from the PB on how to proceed with their original plans. Based on Franconia zoning changes, the Pinestead Farm Lodge was “grandfathered” under previous zoning requirements and is now limited regarding changes to the property. After a detailed discussion with the Sherburns regarding their vision/ideas for the property, the Board referred them to the ZBA to determine the possible need for a variance to move forward.

**Approval of Minutes:** Review of the October 11th, 2022, minutes accomplished.  John made a motion to approve the minutes as written, seconded by Eric. All board members in attendance were in favor and the motion passed unanimously.

**Zoning Ordinance Definition for STR**:  Pat was tasked at the October 11, 2022, meeting to draft a zoning definition for “Short Term Rentals” (STR).  During the process of drafting the definition, Pat discovered that the NH State STR definition, which is used in the newly approved STR Permit Application, did not match what the current Franconia Zoning Ordinance defines as rental properties.  Pat provided the Board with the STR draft definition for the zoning ordinance.  Additionally, she recommended changing the STR definition in the STR Permit Application to reflect only properties defined in the current Franconia Zoning Ordinance.  The Board approved the draft definition as written and agreed to make the modification to the STR Permit Application (Page 1, #2).  Monica will make the recommended change and then forward it to Kim/Jenny.

**NCC proposal for Master Plan Updates**: The NCC Council submitted a proposal to assist the PB with updating the Master Plan with the most recent and relevant data.  This work by the NCC will require funding.  Kim recommended the Planning Board put it in as a Planning Board line item for the Town Meeting scheduled for March, 2023.  The Board asked Eric to request $14K in the line item.

**InvestNH HOP Grant Program**: Update: The PB was informed at this meeting that one of the two projects applied for under InvestNH HOP Grant Program was approved. The approved project will result in four new rental units in Franconia.  Per the direction of the BOS, the PB will do the grant paperwork to request the $10K per unit for the town.  Monica will draft the application and the board will review it at the next PB meeting.

There being no further business to come before the Board, the meeting was adjourned at 8:21pm.

Respectfully submitted,

Monica Laflamme