



**Town of Moultonborough
Land Use Department
PO Box 139 - 6 Holland Street
Moultonborough, NH 03254
(603) 476-2347**

December 12, 2019

ACT Five Properties, LLC
Andrew Teich
3 Hanson Drive
Moultonborough, NH 03254

Re: Site Plan Amendment, Tax Map 23, Lot 37; 1180/1190 Whittier Highway

Dear Mr. Teich:

At their regular meeting held on Wednesday, December 11, 2019, the Moultonborough Planning Board voted unanimously to approve the application for Site Plan Amendment for ACT Five Properties, LLC, Tax Map 23 Lot 37, located in Commercial Zone B and the Ground Water Protection Overlay District to increase the parking area behind building #1180 to accommodate the proposed used of the building as an auto/service repair shop. This site plan approval is subject to the following conditions:

- 1) Add the amended NHDOT permit number to plan prior to the Chair signing;
- 2) The Owner's signature shall be added to the final plan prior to the Chair signing;
- 3) The vehicle display area note be amended to read "a maximum of two vehicles" prior to the Chair signing;
- 4) Add note to plan "No more than six (6) vehicles be stored outside (not including vehicle display area) awaiting repair or pickup by customers at any given time" prior to the Chair signing;
- 5) Subject to additional written review and requirements from the Fire Chief and Code Enforcement Officer based on additional information regarding the use as an autobody/rust repair business prior to the Chair signing;

- 6) The installation of an infiltration trench, using Best Management Practices, along the east side (lowest elevation edge) of the edge of the eleven (11) parking spaces;
- 7) Add note to plan limiting the type of vehicles to be displayed in the “display area” are to be repaired/restored vehicles only;
- 8) The final plan shall be submitted to the Land Use Department in electronic format to include both a pdf and an approved CAD file format;

If you have questions or comments in this matter, please contact the Land Use Department at (603) 476-2347.

Yours truly,



Scott R. Bartlett
Chairman

Cc: Map Lot Document File
Josephine Belville, Assessor
Steve Zalewski, Code Enforcement Officer