



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

December 12, 2019

Kaushik D. Patel, Trustee  
OM Moultonborough Realty Trust  
109 Raffaele Drive  
Waltham, MA 02452

*Re: **EXPIRED** Site Plan Amendment, Tax Map 142, Lot 1; 268 Whittier Hwy.*

Dear Mr. Patel,

This letter is formal notification to you that at its regular meeting held on December 11, 2019, the Planning Board discussed with your agent, Mark McConkey, the request to vacate the lapse in the site plan revisions approved by the Planning Board on March 22, 2017.

Upon review and discussion at the meeting, the Board voted to vacate the lapse in approval until January 15, 2020, allowing time to comply with the conditions set forth in their approval of March 22, 2017. This extension is subject to an inspection by Steve Zalewski, Code Enforcement Officer (CEO) and Dave Bengtson, Fire Chief, within seven (7) days of the date of this letter. Please call this office to set up this inspection.

Additionally, you are required to obtain all necessary local, state and federal permits for the construction of the two-bedroom apartment inside the existing structure. You are directed to speak with the CEO so that he may inform you of the materials required to obtain a building, electrical, plumbing and/or mechanical permits. Mr. Zalewski is available from 7:30 am – 10:00 am Monday through Friday in Town Hall or at 603-476-2347.

If you have any questions, please feel free to contact our Town Planner, Bruce Woodruff at the Town offices at (603) 476-2347, or via e-mail at [bwoodruff@moultonboroughnh.gov](mailto:bwoodruff@moultonboroughnh.gov).

Sincerely,



Scott R. Bartlett,  
Chairman

Cc: Bruce W. Woodruff, Planner  
Steve Zalewski, Code Enforcement Officer  
Map Lot Document File  
Mark E. McConkey – via email

