



**Town of Moultonborough  
Planning Board  
PO Box 139 - 6 Holland Street  
Moultonborough, NH 03254  
(603) 476-2347**

July 24, 2020

Bank of America  
c/o Douglas Bechtel  
Paula Anna Markus Foundation  
Paula Anna Markus Trustee  
100 Federal St, MA5-100-04-05  
Boston, MA 02110

***Re: Site Plan Review & Conditional Use Permit, Tax Map 91, Lot 2; 183 Lees Mill Road***

Dear Applicant:

At their remote meeting held on Wednesday, July 22, 2020, the Moultonborough Planning Board voted unanimously to approve the application for Site Plan Review for the Paula Anna Markus Foundation, Paula Anna Markus, Trustee for the Loon Preservation Center, Tax Map 91, Lot 2, located within the Residential/Agricultural Zone, for the construction of a 20' x 40' addition to an existing building to increase office space and to construct a new building to house seasonal staff & professional associates with garage/storage space below. As part of the approval, a Conditional Use Permit was granted to allow for the construction of the 20' x 40' addition to the existing building within the wetland buffer as shown on the site plan presented at the public hearing.

This approval has the following conditions:

1. Prior to the Chair signing the plan, add a note recording the ZBA granting of the special exception from the Use Table to allow a mixed use and a variance to allow a prohibited use of a building within the 50-ft. setback and to allow the decreased setback distance.
2. Prior to the Chair signing the plan, provide the Assessor a map showing land in and not in current use for her files.

3. Prior to the Chair signing the plan, add a note to the plan that states the new fieldhouse shall be used for seasonal housing for Loon Preservation Center staff and professional associates only, and storage.
4. Prior to the Chair signing the plan, add a note to the plan referencing that all Best Management Practices for stormwater quality and infiltration be employed before, during and after construction.
5. NH DES Approval number for Construction for Sewage Disposal System be added to the plan prior to Chair signing the plan.
6. Prior to the commencement of any commercial activity, provide an as-built site plan to the Land Use Department, AND obtain a Certificate of Occupancy (CO) from the Code & Compliance Officer.
7. Electronic copies of the plat shall be submitted to the Land Use Department in pdf and cadd file formats prior to the Chair signing the plat.
8. The owners shall sign the plat prior to the Chair signing.

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

Yours truly,

A handwritten signature in black ink, appearing to read "Scott R. Bartlett", is written over a horizontal line.

Scott R. Bartlett  
Chairman, Planning Board

cc. Carl. R. Johnson (by email only at [surveyor794@yahoo.com](mailto:surveyor794@yahoo.com))  
Harry Vogel (by email only at [hvogel@loon.org](mailto:hvogel@loon.org))  
Map Lot Document File