

**TOWN OF EATON
PLANNING BOARD
May 8, 2025**

The Planning Board met for a work session on May 8, 2025, at 6:00 pm. Present were Chairman Dennis Sullivan, Selectmen's Representative John Schmerfeld, Judy Wilson, Cindy Hall, Kevin Conklin, John Hedden and Alternates Peter Klose and Stan Dudrick. The meeting was called to order at 6:00 pm.

Public Hearing Information and Procedures

The Board reviewed Public Hearing information and Procedures in the *Planning Board in New Hampshire* handbook provided by the State. A document outlining the Town of Eaton Planning Board's procedure for conducting Public Hearings was reviewed with some minor edits made. The Board decided to have this information posted in the Town Hall and have paper copies available to distribute during meetings as needed.

Subdivisions and Steep Slopes

The Board reviewed the information on Subdivision and Site Plan Regulations in RSA 674:35 and worked on familiarizing themselves with soil types, lot sizes, and slope classes. New Subdivision Finding of Fact Worksheets and Steep Slope Finding of Fact Worksheets were drafted and reviewed. These blank worksheets will be included in the Board Member's packets for each new application involving subdivisions or steep slopes. A suggestion was made to have Board Members create a list of questions they have after reviewing each new application. This list of questions could be included in each Board Member's packet so the questions can be addressed during the Public Hearings.

Kevin Conklin made a motion, seconded by Peter Klose, to adjourn the meeting. The motion passed by unanimous roll call vote and the meeting was adjourned at 8:20 pm.

Respectfully submitted,

Bethany Hicks

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