

**TOWN OF EATON
PLANNING BOARD
October 15, 2025**

The Planning Board held their regular meeting at the Eaton Town Hall on Wednesday, October 15, 2025. Present were Chairman Dennis Sullivan, Vice Chair Kevin Conklin, Cindy Hall, Judy Wilson, John Hedden and Selectmen's Representative John Schmerfeld. The meeting was called to order at 6:00 pm. Chairman Sullivan appointed Alternates Peter Klose and Stan Dudrick to act as regular members for this meeting.

Preliminary Discussion

Jeff Hertel joined the Board to discuss his property on Brownfield Road and gave an overview of the Subdivision. Jeff Hertel stated that he thought when the plans were approved, it included approvals for the driveways. Jeff Hertel explained that he has hired an engineer to put together plans for the driveways within the Steep Slope Protection Zone and questioned what else the Board will require for formal application. Chairman Sullivan reviewed the requirements for seeking approval of the driveways.

Review of Minutes

The Board reviewed the Minutes of September 17, 2025. ***Kevin Conklin made a motion, seconded by Judy Wilson, to adopt the Minutes as written. Motion unanimously carried by roll call vote.***

Conservation Commission Report

Chairman Sullivan gave an overview of the repairs needed on Willis Bean Road, trail maintenance on Foss Mountain and the need for volunteers to expand the water testing of ponds in Eaton.

Proposed Zoning Amendments

The Board reviewed and amended draft amendments proposed by the Selectmen and required by new State Statutes: excluding siding from requiring a Building Permit, clarifying the road setback for structures and parking requirements. The Board discussed an amendment to required road and shoreline frontage and proposed adding 200 "contiguous" feet for clarification.

The Board reviewed the proposed amendment regarding Accessory Dwelling Units (ADU) which is being affected by changes in State Statutes. The Board discussed the permitted size of an ADU. John Hedden noted that the size should not be limited and Cindy Hall stated that it is accessory to the residence and not another full house.

The Board reviewed and amended the proposed changes for Short-Term Rentals. The Board reviewed information from Town Counsel regarding the number of permitted rental periods. It was the consensus of the Board to seek further guidance from Counsel. The Board discussed how a property owner will report the contact information during rentals and Chairman Sullivan noted that the Board will develop a form. Cindy Hall noted that contact information could be emailed to Town Hall. John Hedden stated that the information should be submitted prior to each rental period.

The Board reviewed and amended the Wetlands Conservation Overlay Zone proposed amendment. Chairman Sullivan noted that the Ordinance will be clear to apply to wetlands over 20,000 square feet and perennial streams. Chairman Sullivan noted that the Ordinance does not apply to intermittent streams as it would be difficult to locate and map. Cindy Hall noted that most of the intermittent streams are in steep slopes, which will help to protect them. John Schmerfeld stated that the residents should be educated and part of the mapping of intermittent streams. John Hedden stated that it is not insurmountable to designate the seasonal streams and that the Board should continue to pursue this issue. Chairman Sullivan reminded the Board that you cannot enter private property, which makes mapping difficult.

The Board scheduled a work session for November 5th at 3 pm.

John Hedden made a motion, seconded by Kevin Conklin, to adjourn the meeting. Motion unanimously carried by roll call vote. The meeting was adjourned at 8:19 pm.

Respectfully submitted,

Lianne Boelzner

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