

**Town of Northwood
Planning Board Meeting
July 16, 2020**

DRAFT MINUTES

1 Chair Strobel called the meeting to order at 7:00 PM.

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3 Chair Strobel stated: As Chair of the Northwood Planning Board, I find that due to the
4 State of Emergency declared by the Governor as a result of the COVID-19 pandemic
5 and in accordance with the Governor's Emergency Order #12 pursuant to Executive
6 Order 2020-04, this public body is authorized to meet electronically.

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8 **PRESENT:** Chair Bob Strobel, Selectmen's Representative Hal Kreider, Joe McCaffrey,
9 Betty Smith and Victoria Parmele. (all members listed participated electronically)

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11 **TOWN STAFF PRESENT:** Linda Smith and Susan Austin, Land Use Department.
12 James Burdin, Town Planner.

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14 **VOTING DESIGNATION:** Chair Bob Strobel, Selectmen's Representative Hal Kreider,
15 Joe McCaffrey, Betty Smith and Victoria Parmele.

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17 **CONTINUED CASES:**

18 **Case 19-12**

19 **Michael Sullivan (Aroma Joes)** 8 Bow Lake Road Map 222 Lot 61. Applicant is
20 proposing to build a drive thru and walk up coffee shop on a lot that has an existing
21 seasonal green house and single-family home that will have an office.

22 The applicant has requested to continue this case.

23 Chair Strobel stated that he would like to discuss the time frame for this case.
24 Because of the cases that they have scheduled in July, He would propose continuing
25 this case until August 20. Mr. Burdin stated that if the applicant hose to submit
26 additional information they would be due 10 days prior to this meeting on August 10.
27 For any members of the public wishing to submit comment, they would be due at the
28 close of business the day before, on August 19.

29 **Mr. McCaffrey made a motion to continue Case 19-12 until August 20, 2020. All**
30 **written materials to be accepted on close of business (4PM) on Monday August**
31 **11. All public input to be received by Wednesday, August 19 by close of business**
32 **(4PM) Ms. B. Smith seconded. Motion carried by roll call vote 5/0**

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34 **Adjournment**

35 **Selectman Kreider made a motion to adjourn at 8:15 pm. Ms. Parmele seconded.**
36 **Motion carried by roll call vote 4/0.**

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39 ***Respectfully Submitted,***
40 ***Susan Austin, Land Use Assistant.***