

Town of Mason, NH Planning Board

16 Darling Hill Road, Mason, NH 03048



Meeting Date: April 29, 2026

Location: Mason Elementary School, 13 Darling Hill Rd. Mason NH 03048

Minutes: **Approved**

Call to Order

The meeting was called to order at 6:58 PM by Dane Rota. Board members introduced to the public by Dane.

Attendance

	Attending	Absent	Voting
Dane Rota (Chair)	X		X
Katie Boots (Vice Chair)	X		X
Chris Jones	X		X
Antje Skorupan	X		X
Jenny Scholl	X		X
Cassie Cashin (NRPC)	X		N/A
Sarah Harkonen (alt)	X		

Date of Next Meeting

The next meeting is Wednesday, May 27, 2026, at 7 PM at Mason Elementary School.

Minutes of Previous Meeting

The board reviewed minutes of March 25, 2026 for omissions and corrections. Corrections were made on lines 65, 93 and 94. Approximate time was added for public hearing and Anderson Lot Line Adjustment.

Antje made a motion to accept minutes, Katie seconded.

Motion passed with unanimous vote.

Communication to the Board

Numerous letters and emails were sent to the Planning Board regarding Case 26-01 (1524 Brookline Road LLC). Excavation. All testimony has been published on the Mason town website and will be included as an addendum to these minutes.

Onyx obtained a signed abutter approval letter to allow excavation 10 feet from the property line of Tom Moran.

Lot J MAS PB 2023-03 Marty's Driving Range Glamping Site Plan. Letter received from The State of NH Department of Environmental Services of compliance for letter of deficiency. See follow up on prior cases with outstanding conditions below.

Cassie received a call about subdivision options for lot J-87, no action required at this time.

Public Hearings

MAS PB 2026-01: (continued from March 29, 2026 Planning Board meeting) An application by 1524 Brookline Road, LLC, owner, proposing an excavation site plan on Tax Map H Lot 31 (67.01 acres) located on Brookline Road. Representing this project: Jeffrey Brem, PE of Meisner Brem Corporation, John Durkin of Onyx Corporation, Amanda Mirfield of Onyx Corporation, and Mike Tierney of Wadleigh, Starr, and Peters PLLC on behalf of Onyx Corporation.

Representation from Townsend, Greenville and Brookline present.

Jeffery Brem proposed updated plans and associated materials submitted to the Planning Board on April 22, 2026.

Traffic Study: A finalized traffic study scope was presented, reviewed and approved on April 9, 2026. It consists of:

- Automatic traffic recorders with traffic volumes and speeds for two weeks
- Crash records
- General geometry and traffic safety
- School bus safety evaluations
- Focused geometry/traffic safety of intersections: the bridge on Mason Road in Brookline, Potanipo Lake boat access and Camp Tevya intersection, intersection Route 119/Route 13
- Modifications to Brookline Road sight lines on Campbell Mill Rd intersection.
- Meetings with Mason Road Agent

AOT/NHFG Review: For this project the initial steps are underway, however recent changes of AOT process as well as most of the land permitting processes are new to the applicant. The request was filed and filing fee paid. Ecological Review is not needed based on provided information for plant and exemplary natural communities however it is needed for wildlife and critical habitat for 5 selected vertebrate species. Brem stated that the new process requires the Ecological Review process to be completed prior to submitting an application for an AOT permit and anticipates submitting updated materials needed to finish the Ecological review in the next couple of weeks.

Emergency Action Plan: Onyx Corporation will employ an Emergency Action Plan. A draft will be submitted to the Mason Planning Board.

Excavation Plans: All phases have been revised to not exceed 3 acres of open excavation on the site at one time to comply with Mason's Excavation regulations. The project is divided into two projects: Project 1 is incorporated in the southeast portion with the balance of the property, including the other side of Lancy Brook and Project 2 will be the subject of a separate excavation permit application in the future. A search was conducted of neighborhood septic systems on the online portal at NH DES. This yielded plans for H-29-1, H-32, and H-39. H-30 (Connor) was not found. Jeffrey spoke with Dylan Conner tonight and the location will be placed on the plan. The Lancy Brook channel is now shown on the plan. Phase 1A will be a staging area for trucks to go in. Phase 1B will take care of sight distance/road shoulder modifications. The 2-acre area surrounding the existing home is shown on the plans as not in current use. The remainder of the property is in current use. Snowmobile trail/rod will be improved; this is also included in AoT draft permit. Gate and boulders to be placed at access points to the sand pit. Drainage plan has been updated to reflect new phasing.

A site walk was scheduled for Saturday May 2, 2026 at 8:30am. Everyone will need to park and meet on Babb Meadow, and walk will take approximately 1 hour. The public is invited to participate in this site walk.

Cassie presented her staff report and summarized the remaining issues that need to be addressed:

- Pavement degradation not addressed in Traffic Study
- Traffic study (in progress)
- AoT permit (in progress)
- Driveway Permit for new access point
- Permit from BOS for excavation
- Performance Guarantee
- Roadway drainage (will be addressed in meeting with road agent)
- Engineering review of plans
- Phase 1B does not incorporate a 50' vegetative buffer due to intersection sight line improvements. Planning Board will need to grant waiver to Mason Exc. Regs. Section IX.C.
- Mason Planning Ordinance Article IV.D.2.f. - vegetation to remain as a visual barrier as BOS deems necessary. The BOS should approve of phase 1B sight line improvements that will not have a vegetative buffer.
- Feedback from Police and Fire still not provided.
- Still need septic & well locations for H-30 and H-31 on plan
- Update of Operations Plan to incorporate all new information and correction of typos/errors
- Aquifer protection – fueling station/CUP?
- Pond – does it need a waiver?

Members of the Board began deliberating and asked Jeff questions in regard to the updated plan and materials.

Antje asked Cassie to clarify if a permit was submitted to the BOS. Cassie confirmed it had not, but the permit application at the end of the Mason Excavation Regulations was submitted to the Planning Board. Antje asked Jeff if the Reclamation Plan was the same. Jeff said it was, but it needed to be updated still.

Katie asked if tree clearing would happen all at once or phase by phase. Jeff said that typically tree clearing would incorporate more than one phase at a time. Katie asked Jeff about the NRPC formal

comment letter regarding road degradation. Jeff said that the traffic engineer is looking into this, and doing some research as the 1993 manual just changed a month ago. Jeff confirmed that class counts would be conducted as requested by NRPC.

Chris: The ponds will probably need a waiver due to “ponding water” and excavation below the seasonal high-water table. Chris also asked for open communication for excavation for phasing and acreage and offering potential flexibility for more than 3 acres if there was a good reason.

Dane: An updated Operations Plan is needed and that he would like to see much more detail along with use the word “will” instead of “should.”. Dane also asked to see more safety mitigation in plan, and that noise and hours of operation were still an issue to be discussed.

Jeff Brem: before Phase 3 everything but the slope will be reclaimed. 1A and the pond will stay the same. Performance guaranty can be renewed on a yearly basis as an ongoing condition.

Antje: Wants to see dust management on a note on the plan. Stated that she would like for Phase 1B to still have a buffer.

John Durkin: After work is done Onyx is fine with restoring the buffer by planting new trees.

Jeffrey Brem: The pond will be used for dust control. Water pump and large irrigation heads need a constant supply of water. Water will be applied topically.

Chris: agreed with Dane that hours of operation and noise did not have enough specificity, would like to look at more during site walk.

Allan Rosenberg, Brookline Planning Board Co-Chair: Brookline has concerns of the traffic scope and subsequently the study. The scope of services did not list potential data sources and mentioned collecting traffic counts for two weeks near the entrance of the proposed gravel operation, at Parker’s Maple Barn, and at the bridge near Lake Potanipo. Brookline feels it’s level of service is affected by large trucks causing traffic congestion, and safety concerns, especially near Lake Potanipo. Concerns that there is no mention of nonmotorized traffic in the study. Road data is available from NRPC, DOT, and Metropolitan Planning Organization should be included in the study. The intersection of Mason Road and Route 13 is prone to congestion and NH DOT recognizes this as a hazardous area for pedestrians. Traffic class should be included. General geometry section is lacking.

John Durkin: Onyx open to other route options but has not found any solid options yet and is looking for guidance. Onyx also is fine with trucking changes to incorporate town events, parades, etc. they just need to be communicated.

Michelle Decoteau, Brookline Town Planner: Requested an Emergency Action Plan with Brookline Ambulance incorporated. Decoteau requested Onyx to reach out to Brookline Ambulance and establish contact. Decoteau also voiced concern about who will monitor and enforce a conditional approval and be the point of contact for any issues. Is there an on-site fuel plan? Concerns regarding site lines and additional traffic on Russell Road and Cleveland Hill Road.

John Durkin: Offered tree pruning assistance to open up road visibility. Onyx is to put together a list of routes.

Valerie Goodrich, Townsend Select Board: Echoed the same concerns as Brookline. Concerned about the intersection of Route 13 and Route 119 in Townsend.

Dane: MA and NH DOT should be involved. Cassie stated that NH DOT had no comment, and that she would reach out to MA DOT.

Public testimony to continue at the next Planning Board meeting on May 27, 2026.

Chris motioned to continue this hearing to May 27, 2026 at 7:10 pm at Mason Elementary School. Katie seconded. Motion passed unanimously.

Other Business

Master Plan Survey Results

Katie presented Master Plan summary of results presented via PowerPoint. There were 150 responses, 100% from Mason residents. Notable statistics include:

- 74% of respondents did not have school-aged children
- The #1 reason why people live in Mason is rural atmosphere and small-town feel (86%)
- No clear consensus on merging the historic district and village district
- No clear consensus on creating a commercial district
- 75% of respondents are in favor of restricting development through zoning, but respondents predominantly answered “Keep the Same” on all proposed regulation changes
- Favored subdivision regulation changes include well productivity and yield testing, fire cisterns, open space regulations, and no new town roads
- Water supply, pollution, and wetland encroachment are all concerns

Proposed Regulatory Changes

The Board reviewed the proposed water supply regulations to be incorporated in the Subdivision Regulations, making some minor edits and agreeing on finalized language for the amendment. The Board agreed to hold a public hearing on May 27, 2026 to consider the proposed subdivision amendment for adoption.

Amendments to the open space provisions in the Subdivision Regulations, led by the Conservation Commission, will most likely go to public hearing in June.

Follow up on Prior Cases With Outstanding Conditions.

MAS PB 2023-03 Marty’s Driving Range Glamping Site Plan – Town received a letter from The State of NH Department of Environmental Services stating compliance for previous letters of deficiency, and final approval of an AoT permit. NHDES determined the deficiencies described in the letter of deficiency LRM22-027 were addressed. NHDES is closing the file.

NRPC Commissioners

All Mason Commissioner positions are vacant, so Mason essentially does not have representation on the NRPC Commission. Cassie asked the Planning Board to think about people to nominate and recommend for the two open spots.

Updated FEMA floodplains. The Board should review the proposed changes to the floodplains in Mason and discuss any discrepancies in an upcoming meeting, before the map update goes into effect in July.

Public Comment on Non-Agenda Items

Steve Chesnell has interest in being an alternate Planning Board member.

Adjournment

Dane made a motion to adjourn at 10:06 PM. Katie Seconded. Motion unanimously passed and the meeting was adjourned.

Minutes Respectfully submitted by:

Jenny Scholl, Planning Board Member & Recorder