

PLANNING BOARD MINUTES
June 9, 2010

APPROVED as AMENDED & CLARIFIED:

7/14/10_jrl_____

- AGENDA: CONTINUED SITE PLAN: IT'S ALL RELATIVE LLC, 24-26 Central Square, #114-125
- ATTENDING: Dan Paradis (Chairman), Elizabeth Seeler (Vice Chairman), Phil Dion (Selectmen's Rep.), Murray Campbell, Janice DellaCroce, Denice DeStefano, Clay Dingman
- ABSENT: Steve Favorite (Alternate – conflict)
- OTHER: Sara Shattuck

The meeting opened at 7:00 p.m.

CONTINUED SITE PLAN: IT'S ALL RELATIVE LLC/SARA SHATTUCK

Mr. Paradis reviewed the background of this case. He then explained that the Selectmen are not content to charge rental for parking spaces and the applicant should see the Police for the procedure during snow removal. Mr. Paradis added that the minutes will reflect this. Ms. DellaCroce stated that, after the Downtown renovation, the Selectmen may want to revisit this.

Mr. Paradis then read the Fire Chief's letter which states that 2nd and 3rd floor occupancy has now met his approval. The owners understand that there can be no use or occupancy of the 1st floor or basement assembly areas until a sprinkler system has been installed in the building.

Ms. Shattuck presented a new Site Plan. As this only shows the site and did not include a signature block or North arrow, the Board determined that these items should be included on the one sheet.

E. Seeler made a MOTION, second by C. Dingman, to ACCEPT THE APPLICATION AS COMPLETE. The motion CARRIED.

E. Seeler made a MOTION, second by D. DeStefano, to APPROVE THE SITE PLAN FOR IT'S ALL RELATIVE LLC SUBJECT TO THE RECEIPT OF A SITE PLAN THAT INCLUDES THE NORTH ARROW AND THE SIGNATURE BLOCK. The motion CARRIED and the Notice of Decision was signed. Ms. Shattuck is to bring in the new Site Plan on Friday and the Notice of Decision can be distributed at that time.

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MINUTES OF JUNE 9, 2010:

The following amendments and clarifications were made:

Page 2, under Messina Special Use Permit, 1st line, delete “based on” and insert “pending”.

Page 4, 5th paragraph, 2nd line, change “asked the intentional” to read “asked about the intended”

Page 6, 1st paragraph, 4th line, following “required” insert “by zoning”, following “but” insert “he stated that”, replace “this case” with “for this type of store”. Replace “We” with “They”.

Page 8, 1st paragraph, 2nd line, replace “change” with “chance”.

M. Campbell made a motion, second by D. DeStefano, to approve the minutes as amended. The motion carried.

NEW FORMS:

Ms. DeStefano had made the updates asked previously as well as a couple that the secretary had noted. The Board went over these.

Minor Site Plan: Memo – It was determined that the path for the web site should also be included under the first bullet. On page 2, under “PLEASE NOTE”, remove the sentence beginning with “The sample” and change the last sentence to read “Your site plan must be scaled according to the specific project and for the size paper on which your plan is submitted.

Application – to “Overlay District(s)” add “/Area” and add “Shoreland Protection Area”. Under “Is this project:” add to “Multi-family” “(3 or more units)”. A revision date needs to be added, on the reverse side, last paragraph, change “an/or” to “and/or” and in the 2nd line, delete “of the Town of Bristol, New Hampshire”. As there is room left on that side, it was suggested that more lines be added for written statements.

Checklist – It was determined that numbered items that are relevant should be placed under a heading for “on the Application” and others under “Included on the site plan”. On page 3, 1st line, replace “of a size that is” with “measuring”. Add revision date.

Site Plan: Memo – the web path to be included with bullet one.

Application – to “Overlay District(s)” add “/Area” and add “Shoreland Protection Area”. Under “Is this project:” add to “Multi-family” “(3 or more units)”. The “Office Use Received:” block needs to move up so as not to block any printing. The last paragraph, 2nd line, delete “of the Town of Bristol, New Hampshire”.

Checklist – Adjust what needs to be under on the application and what is to be on the site plan as was done on the Minor Site Plan. #12., Change the 3 “Maximum” to “Minimum” and add “Maximum” to Building height”. #14, make the same as #6 of the Minor Site Plan.

Lot Line Adjustment: Application Processing Steps – under “Fees” remove advertising cost as advertising is not required.

NEW FORMS continued:

Ms. DeStefano was thanked for all of her hard work. She will adjust the new updates for our next workshop.

L-CHIP WORKSHOP:

Ms. DellaCroce reported on the L-CHIP workshop that she attended. She stated that \$1.5 million has been removed from the program. There is \$1.2million left for projects but about 100 have applied for these funds. Having had the Charrette is a big step for us in this application process. Ms. DellaCroce distributed a checklist of things that are required for the Board to look over and help her with. She has talked with Joe Denning (Selectman) who is working with the Town Engineer, Mike Vignale, on the Downtown project as she does not want to duplicate effort. She said that she is looking at the mica Building and a little more. The Board discussed how there would be quite a difference between just the mica building or the mica building and the 2 buildings below it. Some thought that the Water St. bridge and the old railroad station might be a better start. No conclusion was set.

Ms. DellaCroce stated that one advantage to a denial of an L-CHIP grant is that they will give the applicants some advice on how to improve their applications so that they can try again. The next grant round is for 2011. Applications start July 1, 2010 with a deadline of August 20, 2010 at noon.

Mr. Paradis stated that there is \$400,000 in Brownfield grant money for towns served by the Lakes Region Planning Commission (LRPC). He read some of the requirements. Ms. DellaCroce said that Michelle Bonsteel, Land Use Officer, is applying for this already. She added that she is looking for help with the L-CHIP narrative. She is willing to include the first few on the list of requirements if someone will help with the language. Mr. Dingman is willing to assist her.

The Board discussed the Text box words (the Narrative can be done in this manner). It was decided that Ms. DellaCroce will be the main contact person. Mr. Paradis felt that the narrative needs just basic description. Ms. DellaCroce mentioned that Mr. Vignale would be doing a drawing of what could work down there. Again, Mr. Paradis stated that, unless the Mike Adams (owner of the farthest building) and the bank property are settled, we don't even have the land. Ms. DellaCroce answered that this is why she was thinking of only the mica building, which we now own. Mr. Paradis said that there has been some talk of 20' of that land going to the abutter (The Mill). Mr. Dion stated that it is a tough deal. They could have some parking and a river walk. Ms. DellaCroce said that it could be the mica building and the bank property (Reynolds). She is not sure that anyone has talked to Mr. Adams. Mr. Paradis said that we are not sure of anything beyond the mica building. A discussion followed.

Mr. Dion stated that he would be surprised if the Selectmen get an answer from the bank or Mr. Adams before the deadline. Mr. Dingman felt that we would have a better chance with the Water St. bridge

and Mr. Paradis agreed. Mr. Campbell asked about connecting it to the recreation path down below. Mr. Dingman thought that we could apply for 3 or 4 things. Ms. DellaCroce feels that the larger project

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L-CHIP continued:

is the Downtown improvement and the mica building is a smaller part of that. Mr. Dingman feels that we have a better chance with the bridge and the old railroad station. A discussion followed. Mr. Dingman thought that we might apply for an engineering study for a vision. Ms. DellaCroce mentioned the need of matching funds. Mr. Paradis would like to see a planning outfit, such as LRPC. Again, Mr. Dingman stated that he is willing to help Ms. DellaCroce with this project. Ms. DellaCroce felt that her #1 step is to talk again with Mr. Denning and then #2 would be to see Mr. Vignale.

CORRESPONDENCE:

The June Town & City will be held in the office for anyone to look at.

REPORTS:

Historic District Commission – Mr. Dingman said that they are to meet July 13th.

Selectmen – Mr. Dion felt that most had been covered already except that Mike Capone, the new Town Administrator, will attend the Selectmen's meeting tomorrow night.

Capital Improvements Program – We are to visit the Police Dept. tomorrow. We shall have two meetings in July. He will be sending a memo to the members to discuss then.

OTHER:

Ms. DellaCroce asked about the boat storage space planned for Turner's. No-one had heard of this and Mr. Paradis suggested that Ms. Bonsteel might know.

With no other business, C. Dingman made a motion, second by E. Seeler, to adjourn at 9:25 p.m.

Respectfully submitted,
Jan Laferriere, secretary