

Planning Board Minutes
January 26, 2011

Approved as amended & clarified:
2/9/11 jrl_____

AGENDA: PCC: Minot –Sleeper Library Addition

2nd Public Hearing on Proposed Zoning Amendments #1, 2, 4, 5

1st Public Hearing on Proposed Zoning Amendment # 6

ATTENDING: Dan Paradis (Chairman), Elizabeth Seeler (Vice Chairman), Murray Campbell,
Janice Della Croce, Clay Dingman, Steve Favorite (Alternate)

ABSENT: Denice De Stefano (illness), Phil Dion (Selectmen’s Representative)

OTHER: Michael Capone (Town Administrator), David King of David L. King Architects, Inc.,
Library Trustees, Wendy Costigan, Barbara Greenwood and George Corrette

The meeting was called to order at 7:00 PM. Mr. Favorite was asked to sit in for Ms. DeStefano.

PCC: MINOT SLEEPER LIBRARY:

David King, of David L. King Architects, Inc., was present along with Library Trustees, Wendy Costigan, Barbara Greenwood and George Corrette for a Conceptual Consultation on the proposed Library Addition. Chairman Paradis thanked them all for coming to the Planning Board as this project is exempt from zoning regulation.

Mr. King gave a brief presentation with regard to the history of the Library addition project and reviewed some conceptual drawings and floor plans with the Board. He mentioned that a Civil Engineer had examined the site and that there are no issues with it. There are monitoring wells on the lot. David also noted that he has discussed the Shoreland protection issue with the State and there were no concerns noted.

The Board members offered some initial comments with regard to the plan. Chairman Paradis’ initial impression was that there was a lack of continuity between the addition and the original structure. Vice Chairman, Seeler voiced the same concern. Mr. King commented that the goal was to have some separation between the structures so you could have the addition compliment but not mimic the original building.

Chairman Paradis commented that he liked the idea of the single story. Mr. Campbell commented that he liked the new design and the attached addition. He asked about the design economies of the roofline as presented as opposed to a gable roof. Mr. King commented that he was trying to achieve a complimentary look with the addition and that a gable roof would mimic the existing structure.

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Ms. Della Croce commented that she also liked the design. She did express some concern with regard to the roofline and whether or not there would be “damming” issues. Mr. King commented that a metal roof was being considered in the design which would help with keeping snow and ice off the roof.

Mr. Dingman noted that the scale of the building was nice and realized that there would be problems if you tried to match the existing structure too closely. He felt that the original structure should maintain its personality and you should incorporate materials in the new structure to tie it back to the original.

Mr. Favorite asked about the overall footprint of the structure. Mr. King noted that the addition was 3800 sq. feet and the original structure was 1200 sq. feet.

Ms. Della Croce asked about parking. Mr. King noted that there were plans for 13 spots on the upper parking area and 7 to 8 spots in the lower area.

Ms. Della Croce asked about the basement area. Mr. King explained that the heating and other fixtures would be housed in the basement area of the existing structure. The addition would be slab on grade.

Ms. Della Croce asked about room for expansion. Mr. King noted that there was some land behind the Library. The parking lot could be used as well, but that would cut down on the number of parking spaces.

Mr. Dingman asked about the timeline for the project. Mr. King commented that it would take 10 to 12 weeks for the additional drawings to be completed which would indicate a summer start for construction.

Chairman Paradis asked about the heating plant and other energy efficient features in the building. Mr. King commented that there had been some discussion with making this a LEED certified building. He noted that they were considering different heating options including heat pumps and geothermal.

Ms. Della Croce asked about the construction time line. Mr. King commented that construction would take about 18 months. Ms. Greenwood noted that the Trustees were looking into ways to keep the existing structure available on a limited basis and also hold programs off site.

Mr. King said that he felt the overall design of the building and the site would help improve the downtown. Ms. Greenwood noted that the courtyard area would be a nice feature.

Ms. Della Croce asked about the proximity of the abutting house to the addition. Mr. King noted that it would be about 30' from the new building.

Mr. Favorite asked if there would be any increase in the number of computers available in the Library. It was noted that they would increase the number from 3 to 6.

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Mr. Favorite also commented that there would have to be some changes to the existing curbing to accommodate the new alignment of the buildings in relation to the existing curb cuts. He mentioned that he would get the specifications for the Trustees.

Mr. Campbell asked about public meeting space. Ms. Greenwood mentioned that the original building would become a meeting room and would hold about 25 people.

Chairman Paradis suggested the Mr. King look into the Shoreland protection issues more closely and make sure he had all of the approvals required so the project would not be slowed down while waiting to obtain them.

With no further questions from the Board, Chairman Paradis again thanked Mr. King and the Trustees for bringing the plan before the Board for their comment. At that point Mr. King and the Trustees left the meeting.

MINUTES OF DECEMBER 22, 2010:

The Board reviewed the minutes and discussed some minor changes. The Board agreed with the corrections and Mr. Dingman made a motion to accept the minutes as amended. The motion was seconded by Mr. Campbell and voted 5-0 in favor with Mr. Favorite abstaining since he was not present at the meeting. Town Administrator Capone made note of the corrections and will forward them to Ms. Laferriere to attach to these minutes.

2nd PUBLIC HEARING ON PROPOSED ZONING AMENDMENTS #1, 2, 4, 5

Chairman Paradis noted they he had received comments on the proposed zoning amendments from Attorney Waugh. Chairman Paradis commented that the Board should go back through the amendments to see if they want to make any additional changes other than those incorporated after the first public hearing on December 22, 2010.

The Board reviewed the current language for amendment #1 and reviewed the notes from Attorney Waugh. With no additional changes proposed, Mr. Dingman made a motion to include proposed amendment #1 on the March Ballot. The motion was seconded by Vice Chairman Seeler and voted 6-0 in favor by the Board.

The Board reviewed the current language for amendment #2 and reviewed the notes from Attorney Waugh. With no additional changes proposed, Mr. Dingman made a motion to include proposed amendment #2 on the March Ballot. The motion was seconded by Ms. Della Croce and voted 6-0 in favor by the Board.

The Board reviewed the current language for amendment #4. Vice Chairman Seeler expressed two concerns with regard to a parcel on Danforth Brook Road. She noted that she has a commercial property there that might have two tenants and she was concerned that you could not have two signs. She also expressed concern with regard to displaying a sign on the back of the building that could be seen from Route 104. Chairman Paradis noted that the building does abut a public way, so the spirit of the law would allow it. It would certainly be eligible for a variance.

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Vice Chairman Seeler thought that “clearly visible” would be more appropriate language. Chairman Paradis commented that “clearly visible” was too subjective.

Vice Chairman Seeler expressed her concern that adding the uncertainty of the variance was a drawback to marketing the lot. Town Administrator Capone mentioned that if everyone was in agreement that the intent of the ordinance was not to prohibit a sign in this type of situation, perhaps a letter could be drafted for Vice Chairman Seeler to provide to potential clients to alleviate their concerns.

The discussion on the amendment continued with a review of Attorney Waugh’s comments. With no changes to the current wording proposed, Mr. Dingman made a motion to include proposed amendment #4 on the March Ballot. The motion was seconded by Mr. Favorite and voted 5-1 in favor by the Board, with Vice Chairman Seeler as the dissenting vote.

The Board reviewed the current language for amendment #5 and reviewed the notes from Attorney Waugh. With no additional changes proposed, Mr. Dingman made a motion to include proposed amendment #5 on the March Ballot. The motion was seconded by Mr. Favorite and voted 6-0 in favor by the Board.

FIRST PUBLIC HEARING: PROPOSED ZONING AMENDMENT #6

The Board reviewed the current language for amendment #6 and reviewed the notes from Attorney Waugh. With no additional changes proposed, Mr. Dingman made a motion to include proposed amendment #6 on the March Ballot. The motion was seconded by Vice Chairman Seeler and voted 6-0 in favor by the Board.

COMMUNICATIONS:

The Board had received an application from Plan NH for a Charrette. There is no plan to apply for one this year.

Chairman Paradis mentioned that the latest issue of Town and City is available for review by Board members.

UNFINISHED BUSINESS:

Mr. Dingman noted that the HDC meeting last month was postponed. They continue to work on their certification.

Town Administrator Capone noted that February 4, 2011 would be Land Use/Code Enforcement Officer, Michelle Bonsteel's last day. He mentioned that he and Michelle had been working on a revised job description for the Land Use Code Enforcement position prior to advertising for a replacement.

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They had also developed a plan to provide coverage during the interim period until the position is filled.

Ms Della Croce asked that the record reflect the Board's appreciation for all of Michelle's effort on their behalf.

Mr. Campbell informed the Board that the majority of the CIP Committee recommendations had been included in the 2011 Budget. The Committee was very pleased with the result. The other Board members commented that they appreciated the efforts of the Committee.

NEW BUSINESS:

Chairman Paradis noted that Attorney Waugh's Municipal updates had been distributed and that the Board should schedule a presentation for their workshop on February 23, 2011. Town Administrator Capone said he would contact Attorney Waugh and check on his availability.

NEXT MEETING:

Wednesday, February 9, 2011@ 7:00PM at the Old Town Hall: Continued Compliance-Zareas, Continued Site Plan –Maxton, Continued Subdivision/Merger-Habitat for Humanity, Compliance-Crail

With no further business before the Board, MR. Dingman made a motion to adjourn at 8:59 PM. The motion was seconded by Ms. Della Croce and voted 6-0 in favor by the Board.

Respectfully submitted,
Michael R, Capone
Town Administrator

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Addendum
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Amendments and Clarifications to Dec. 22, 2010 Planning Board Minutes

Page 1, Amendment #1, first paragraph, 6th line, insert “The restriction on” before “The height of” and in place of “all over” replace with “in every Zoning District”. Second paragraph, 6th line, replace “it” with “vertical expansion”. At the end of the last line, following “2o” add “; but to delete height reference in this section.” In the motion, 1st line, following “BRING AMENDMENT #1” insert “AS MODIFIED”.

Page 2, Amendment #2, second paragraph, last line, following “residential” insert “to Article 4.4”. 3rd paragraph, 2nd line, replace “mute” with “moot”. In the motion, 1st line, following ‘BRING AMENDMENT #2’ insert ‘AS MODIFIED’. Amendment #4, 1st paragraph, 1st line, remove the “s” from “questions”. In the motion, following ‘BRING AMENDMENT #4’ insert ‘AS MODIFIED’.

Page 3, Amendment #5, in the motion, 1st line, following “BRING AMENDMENT #5” insert “AS MODIFIED”. Amendment #6. in the motion, following “BRING AMENDMENT #6” insert “AS MODIFIED”.