

PLANNING BOARD MINUTES  
May 25, 2011

**APPROVED as AMENDED & CLARIFIED:**

6/8/11\_jrl\_\_\_\_\_

AGENDA: CONTINUED COMPLIANCE: PAUL & TAMI ZAREAS, 77 Ravine Drive,  
#111-084  
PCC: NANCY & STEVE BLEILER, Wheelhouse, 231 Lake St., #112-002  
UPDATE FROM DAVE JEFFERS, LRPC  
DEEDED PROPERTIES  
WORKSHOP – MASTER PLAN

ATTENDING: Dan Paradis (Chairman), Murray Campbell, Janice DellaCroce, Elizabeth Seeler,

ABSENT: Denice DeStefano (away), Phil Dion (excused), Clay Dingman (conflict), and  
Steve Favorite (alternate – away for FEMA)

OTHER: Michael Capone (Town Administrator, Public

The meeting opened at 7:03 p.m.

**CONTINUED COMPLIANCE: PAUL & TAMI ZAREAS**

Mr. Paradis explained that the Board had asked for an affidavit. He then summarized a May 24, 2011 letter received from Attorney Brian W. Ray in which Atty. Ray stated his reasons for feeling that the previous condominium registration was now null and void, having not been completed within one year. The Board agreed that the affidavit was no longer needed.

Mr. Paradis then read the May 16, 2011 letter received from Bristol Fire Chief, Steve Yannuzzi confirming that there is to be no apartment above the restaurant. The Chief will return to the site when it is ready for opening and will establish the occupancy load, final fire inspection, and issue the assembly permit. The septic system is only designed to support a restaurant with occupancy of 64 people, the Chief had added.

Mr. Paradis read the State conditions of approval:

1. Approved for a studio apartment above garage, 14 seat lounge, 40 restaurant with 10 employees.
2. Existing cottages must be abandoned.
3. Existing well shall be abandoned in accordance with water well board rules.
4. Approved with a municipal water supply only.

A MOTION was made by E. Seeler, second by J. DellaCroce, to GIVE FINAL APPROVAL OF THE SITE PLAN OF PAUL AND TAMI ZAREAS AS THE CONDITIONS HAVE BEEN MET: DISSOLVING OF THE CONDOMINIUM PLAN BASED ON ATTY. RAY'S LETTER, THE FIRE CHIEF'S LETTER, AND THE STATE'S CONDITIONS. The motion CARRIED.

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**COMPLIANCE: ZAREAS continued:**

Mr. Zareas presented a gmail from Deborah Currier, Dept. of Health and Human Services. Mr. Paradis read this aloud. It included the previous food establishment's seating capacity, the State lab requirements the well and the private septic to be approved by DES.

The Board then signed the Notice of Decision and the plans. There was a discussion about note #4 that states: "Proposed use consists of a 3-bedroom apartment, 70-seat seasonal restaurant and associated site improvements (same use as existing tax card, minus cottage use)." The 70 seats was questioned by the Board and they determined that the seating will be determined based on the lowest amount required in the approvals.

**PCC: NANCY & STEVE BLEILER**

Mr. Paradis explained that a PCC (Preliminary Conceptual Consultation) is neither binding on the applicant or the Board but the Board will give the best information that they can based on what is presented.

Mr. Bleiler stated that they have rented the "Wheelhouse" property for 4 years and, when they heard that the owner was thinking of tearing it down, they decided to purchase and restore it. Historically, it was built by John Sleeper in the 1800's (town record shows 1859). The Bleilers are interested in old buildings and wish to turn this into an old-fashioned country store. They have an old cash register and some old counters already.

Mr. Bleiler added that they have involved the DES (Department of Environmental Services) and are using Stanley Greyton with the renovations. They will need to lift the building, put in a new foundation, and then rebuild the back part of the building. They intend on moving the garage to another location and have a one-way entrance and exit (the entrance on Bristol Hill Road and the exit on Lake Street). Their son will live in the house. An increase of parking will be needed after restoration. The parking spaces heading in towards the house are only 9' x 18' but the rest are the required size. They are one space short, however.

The Board looked up the Zoning requirements on parking. It is up to the Planning Board as to the size of the parking spaces but they will need a Variance for the one space missing. Mr. Paradis advised that they might want to ask for a few more spaces to be removed for esthetics but that is up to them. Colin Brown, surveyor involved, stated that they are dealing with DES. Mr. Paradis mentioned that they may need to speak with DOT (Dept. of Transportation) about the exit, as well. He suggested that they do impervious paving and Mr. Bleiler thought that they may just do small stone.

The process for starting their Variance and Site Plan was explained and the Board wished them well as they feel it is a good project and will benefit the town. Mr. Paradis thanked them for coming in.

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**DAVE JEFFERS, LRPC (Lakes Region Planning Commission)**

Mr. Jeffers distributed 3 tables: one with uses, a modified table of dimensional requirements, and one with other standards. Mr. Paradis pointed out that we have a uses chart in Appendix C of the Zoning Ordinance. Mr. Jeffers stated that with the use table, it is a comparison of the Lake and the Pemi-Overlay and he saw no direct conflict.

Mr. Paradis asked if the Board should be looking at a Lake Overlay district. Mr. Jeffers did not seem to feel that they would need to. He pointed out that, with the bottom uses, the Comprehensive Shoreland Protection Act (CSPA) would cover most of those. We may want to add a Groundwork Protection Ordinance as an overlay for aquifers. If we did, it would be redundant to change the other 2 districts (Lake and Pemi-Overlay). He added that we might want to add things to the Lake District such as slopes excavating, fertilizing, etc. It is very important to protect the Newfound and Fowler rivers.

Mr. Jeffers then referred to the Zoning Standards chart. He explained that the top portion is in the Pemi-Overlay and the bottom applies to common ownership of land. Mr. Paradis explained that when the Board did these requirements, some were arbitrary-based on actuals and on history. Mr. Jeffers agreed that, sometimes, this is needed.

The Dimensional Requirements chart was looked at. Mr. Jeffers thought that Village Commercial 3 may be eliminated if it is not applicable. He then pointed out road frontage differences. Mr. Paradis felt that the minimums would rule. As to impervious cover, we only addressed impervious structures as we did not think that the townspeople would go along with the drastic change of both at once. It is worth considering. The 10% impervious cover for the Pemi- Overlay is not much considering that the minimum lot is 2 acres.

Mr. Paradis stated that he would like to see Mr. Jeffers take on what he has found with these charts. Mr. Jeffers said that his impression is that the Pemi-Overlay is stricter. Mr. Paradis mentioned that an added problem is that the aquifer to the Lake is in Alexandria. He added that he attended the NLRA (Newfound Lake Region Association) meeting last week and they are more interested in sulfur and steep slopes.

Mr. Jeffers mentioned our interest in erosion and sediment control. He stated that one town has a stand-alone regulation but it is 17 pages long. Belmont, Holderness, Tuftonboro, Moultonboro, Alton and Kingston all have something in their Subdivision/Site Plan Regulations. They cover a wide range. Belmont's is fairly good and only a couple of pages but is in both the Regulations and in the Zoning Ordinance. Tuftonboro is primarily in Site Plan. Mr. Jeffers left copies of these with Mr. Paradis so that he can look them over. He stated that he has a pretty good idea for wording for us. Mr. Paradis thought that it is good to have it in the Site Plan/Subdivision Regulations but these are only regulations for commercial or multiple buildings other than when it deals with steep slopes; one or two family are not included. It would be easier to get if it is in the Regulations and not in the Zoning Ordinance, he added. Mr. Jeffers stated that a lot happens during construction.

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**DAVE JEFFERS continued:**

Mr. Paradis is not sure what we shall do. He explained that we are planning on looking at the Master Plan again and we might get the need for it into that. What more should the Master Plan be saying? Ms. Seeler stated that, when the Master Plan was written, these issues were not apparent. Mr. Jeffers stated that we might consider making a list of suggestions to give new applicants and to mention in a PCC. Mr. Paradis thanked Mr. Jeffers for his work and presentation and stated that he will begin by thinking in terms of the Master Plan.

**MASTER PLAN:**

Mr. Paradis explained that work on the Master Plan has come out of the CIP (Capital Improvements Plan) committee. Mr. Capone called Mike IZARD of LRPC. At this time, Mr. Paradis read an e-mail from Mr. IZARD which states that LRPC has limited funds to work on Master Plans. Most of their master planning work is on a contractual basis and on a first come, first serve basis. They can provide any level of service for plan development from reviewing and commenting on draft chapters prepared by the town (at no cost through Technical Assistance to dues paying communities (Bristol is one) to facilitation to writing the plan and getting through the adoption process. Mr. Paradis and Ms. DellaCroce explained that to talk money, we would need to see Kim Koulet (LRPC).

Mr. Paradis then asked the Board how they would like to proceed. Do we want to go through the Master Plan paragraph by paragraph or do we want to start new. A survey is usually done first as a base, he added. Mr. Campbell felt that the project is too big for the Board to do by themselves. He does not feel that the members have the additional time. Mr. Paradis explained that, last time, we asked for volunteers, then divided into groups of subcommittees guided by a Planning Board member. We went over it paragraph by paragraph and added some new. Mr. Campbell suggested that everyone read so many pages and then we can discuss suggesting at the next workshop. Ms. DellaCroce stated that tonight is a workshop and it is almost 9:00 p.m. and we have been too busy to get to the workshop part before this. Mr. Campbell wondered if, in an hour, we can come up with something. Mr. Paradis thought that a group of 2 or 3 could look at a section first and then bring in their recommendations to the Board. A discussion followed. No-one seemed to lean towards hiring it done for \$60,000 to \$70,000. Ms. Seeler thought that the Board should work on it one chapter at a time.

Mr. Campbell asked Mr. Capone how they did it in Canaan. Mr. Capone answered that Canaan has neither a Planning Board nor Zoning Board. They just look at the Master Plan and decide what to do. Mr. Paradis feels that we need to add a chapter on the Town facilities. Mr. Capone stated that Canterbury went through their Master Plan by sections, re-wrote them, and then listed action items to be done in a workshop. Each section was assigned to a member and they went out and got a couple of people to help them. They did a consistent language outline the first time so that the whole document would be the same.

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**MASTER PLAN continued:**

Mr. Capone would suggest that we look at the Plan for action items and then prioritize by need. Ms. Seeler mentioned that she was just re-reading the Master Plan and was surprised to find that Inspiration Point is mentioned for its beauty and view. Mr. Campbell asked what style Canterbury used for their Plan and Mr. Capone answered that they stayed with a narrative style.

Ms. DellaCroce asked if we should do the whole thing or a section. Mr. Paradis thought that we should look at the whole thing and how much change will be needed. Mr. Campbell suggested that the members bring in their ideas to our next meeting. Ms. DellaCroce thought that we might want to call for volunteers first and then break it into sections for each Board member. Ms. Seeler stated that when we re-did from the previous Master Plan and the current one, there were not many changes. Mr. Capone stated that they looked at it like how they could make it a more useful document if they did not have many changes. He feels that Municipal Facilities (as Mr. Paradis previously mentioned) is a big issue. More discussion followed. Ms. DellaCroce thought that maybe we could get some help from the other Boards. Mr. Paradis mentioned that one section, Natural Resources, is a different style from the rest. Mr. Campbell felt that we should talk about this at the next meeting when we get a full Board. Ms. DellaCroce felt that it is especially important to have the Selectmen's Representative here. Mr. Capone offered his help.

**MINUTES OF MAY 11, 2011:**

The following amendments and clarifications were made:

Page 1, Maxton Technology paragraph, 4<sup>th</sup> line, replace "mentioned" with "asked if".

Page 2, Zareas, 1<sup>st</sup> paragraph, 1<sup>st</sup> line, following "conditions" insert "still pending". 5<sup>th</sup> paragraph, 3<sup>rd</sup> line, replace "explained" with "suggested" and eliminate "should" following "Zareas".

Page 4, 1<sup>st</sup> paragraph, 2<sup>nd</sup> line, delete "need more land." and replace with "not have enough land to satisfy DES". 5<sup>th</sup> line, following "lawyer" delete "for" and replace with "to prepare". Last paragraph, 3<sup>rd</sup> line, before "Ms. Seeler" insert "When asked what constitutes an abutter"

Page 6, first paragraph, 3<sup>rd</sup> line, eliminate the sentence beginning with "It is in the Water/Sewer..." and replace with "The problems include an apparent discrepancy between Capital withdrawals and expenditures in the Water/Sewer Department and a line showing \$497,000 spent on the Central Square project." 6<sup>th</sup> line, eliminate the sentence beginning with "Mr. Campbell added..."

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

**COMMUNICATIONS:**

Ms. DellaCroce took the May Town & City magazine to read. There was a DES Septic Approval for Mario & Mary Menard with conditions, and Mr. Paradis mentioned that a corrections letter was sent to Eugene Brune explaining that he will also need a Variance for his non-conforming condominium project.

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**REPORTS:**

**Historic District Commission** – Mr. Dingman was absent.

**Selectmen** – Mr. Dion was absent.

**CIP** – Mr. Campbell explained that the committee has started with their Department visits. They toured Public Works today and Mr. Campbell will write the notes up. The next CIP meeting will be held on June 21<sup>st</sup>. There will be a CIP visit to the Water and Waste Water Dept. on June 3<sup>rd</sup> at 9:00 a.m.

**PROPOSED SALE OF DEEDED PROPERTIES:**

There are 2 town owned (by deed) properties that the Selectmen are interested in selling: one is on Hall Road (#217-130) and the other is on Upper Birch Drive (#203-002). Mr. Paradis stated that he called Don Martin about the Hall Road property as he was the owner and the property was to be used for recreation. Mr. Martin said that he is okay with the sale, especially if it will help the town to purchase the Millstream property.

As to the Upper Birch Drive property, Mr. Paradis is reluctant to okay this one as it was to be used for a Fire Sub-Station. The Bristol Fire Chief is out of town right now so Mr. Paradis could not get his input. Mr. Capone stated that there is nothing in the deed and, as this was given by Jeff Shackett's grandparents, Jeff (Town Selectman) is aware of what is going on and was not concerned.

Without a full Board, Mr. Paradis determined to hold the Planning Board recommendation until our next meeting. This was agreed to by Mr. Capone as the Conservation must recommend also and their next meeting is the day before the Planning Board's and the Selectmen won't meet until the day after that.

**OTHER:**

Ms. DellaCroce asked about an update on the NLRA meeting. Mr. Paradis stated that they are willing to provide any planning services and they will try to do more public education.

Ms. DellaCroce then asked about the Central Square meeting. Ms. Seeler stated that Mr. Campbell, Mr. Paradis, Mr. Favorite, and Ms. Laferriere attended along with herself. There were several State people in attendance, including Ray Burton, as well as finance people and several business owners. Mr. Capone added that this is a 3-section partnership: the Town, the Federal/SBA, and the Business Community. After the meeting, there was some conversation about the Main Street program. Though it is no longer in affect, it is thought that the basics are still available.

Ms. DellaCroce asked for an update on the Millstream property (Lake St.). Mr. Capone stated that they hope, by this Friday, to have approval to go ahead with a special town hearing. If the timing is right, the hearing is planned for Wednesday, July 20, 2011 at 7:00 p.m. at the Old Town Hall.

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**OTHER continued:**

Ms. DellaCroce asked about the Northern Pass project. Mr. Capone answered that the Board is to meet with them tomorrow night to just ask for the nuts and bolts that are specific to Bristol. The Select Board is just looking for information and there will be no public input at this time.

**NEXT MEETING:**

The next Planning Board meeting will be held Wed., June 8, 2011 at 7:00 p.m. in the Town Office Building. Scheduled is a Minor Site Plan for Jason & Katina North for a Family Day Care.

With no other business before the Board, E. Seeler made a motion, second by M. Campbell, to adjourn at 9:45 p.m.

Respectfully submitted,  
Jan Laferriere, recording secretary