

PLANNING BOARD MINUTES
June 22, 2011

APPROVED as amended & clarified:
7/13/11__jrl_____

AGENDA: DAVE JEFFERS, LRPC
WORKSHOP: CELL TOWER CHECKLIST, MASTER PLAN

ATTENDING: Dan Paradis (Chairman), Denice DeStefano, Janice DellaCroce, Elizabeth Seeler

ABSENT: Phil Dion (Sel. Rep. – ill), Murray Campbell (away), Clay Dingman (conflict),
Steve Favorite (alternate – MO)

OTHER: Michael Capone (Town Administrator), Dave Jeffers (LRPC)

The meeting opened at 7:00 p.m.

DAVE JEFFERS, LAKES REGION PLANNING COMMISSION (LRPC)

Mr. Jeffers stated that he took what was said when he met with the Board previously and looked at it. He took a closer look at the details of the dimensional standards between the Lake and the Pemi River Overlay. He also looked at our Master Plan for erosion and sedimentation references. He found that the differences are minimal such as, structural setbacks, minimum lot size, and compact area. He feels that 2-acre zoning is not the best use of land. He mentioned a difference in impervious cover but felt that the 250' Shoreland setback brings some balance. We have code enforcement over the Lake with septs but not for the Pemi-. Erosion control needs tweaking.

Mr. Jeffers revisited the table of zoning uses and noted that the Pemi- covers 3 Districts. Mobile homes are not allowed. Slopes should be addressed for the Pemi-; there are some slopes in the Lake District, as well. Bulk storage of hazardous materials, such as with a Marina, is not addressed for the Lake. Fertilizers, etc. should also be looked at.

Mr. Jeffers feels that all of these things are the meat of aquifer protection and he asked where the aquifers are located in Bristol. The Board felt that the majority is in Alexandria. Mr. Jeffers presented copies of an aquifer map. He then felt that the Board needs to address petroleum products, phosphate, salt, and storage of these types of products. Mr. Paradis stated that it is worth looking at. As for the aquifers, Mr. Jeffers suggested working with neighboring communities. Work also on erosion and sediment control as there are some steep slopes included in the Lake District. He would definitely recommend looking at the language in the Zoning Ordinance where it refers to a 1992 document (Article III. 3.2.5 on page 10) as there is an updated manual that you can get on-line or through DES. Mr. Jeffers gave a copy of this manual to the Board. It is titled "New Hampshire Stormwater Manual, Volume 3, Erosion and Sediment Controls During Construction" and dated Dec. 2008. He also recommended we get copies of the Homeowner's Guide to have available.

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DAVE JEFFERS continued:

Master Plan: Mr. Jeffers pointed out 2 sections that he feels needs addressing. The first is on page 2-8, the Lake District section. Though Mr. Jeffers commended the Board on some of the language, he mentioned that we need to address the portion dealing with future development that addresses proper storm water management especially. The second is in Chapter 5, 5-4 and 5-5. He asked if, on 5-4, Objective 1.1, Strategy, an inventory has been accomplished. He also stated that it would be difficult to inventory stormwater and construction. Also on page 5-4, Objective 1.2, Strategy 2, Mr. Jeffers stated that this should be limited to Commercial and Industrial Districts. On page 5-5, Objective 2.1, Strategy 1, Mr. Jeffers pointed out that this is an action item. Mr. Paradis said we need a specific list of items to do. Mr. Jeffers added that this can be placed at the end of the chapter. It should contain a list of implementation, cost of each, the type of funding needed, and a time line. Mr. Paradis asked where the responsibility lies between the Planning Board and the Conservation Commission (for the Conservation section). He would like their guidance. Mr. Jeffers suggested that a Planning Board member sit in on the Conservation Commission meetings or we could read each others minutes. A discussion followed and Mr. Capone felt that the Commission does not get much support from the community. He mentioned that, in Canterbury where he lives, they have an Ad Hoc committee consisting of 1 Selectman, 1 Planning Board member, 1 Conservation Commission member and 1 other person so as to bring interest in conservation.

It was noted that we do not see the Conservation Commission minutes and Ms. Seeler stated that with the Trustees of the Trust Funds, they have 1 meeting a year and one of the members take their minutes and she felt that the Commission could do the same with just a couple of sentences. She asked if the Commission has any State regulations and Mr. Capone said that they did.

Mr. Jeffers stated that we should list our natural resources. He will put together a short summary on PDF for us. He also mentioned that PRLAC will meet next Tues. at 7:00 pm in Plymouth where Mr. Jeffers will report what LRPC has been doing with Bristol and New Hampton. He invited anyone who wishes to attend.

Mr. Jeffers then explained that LRPC has an opportunity to apply for a 2012/2013 grant, DES 604B, for Water Quality Planning. They have to submit a letter of request by June 30th. He is asking if Bristol has anything that should be considered. Mr. Paradis stated that something for aquifer protection would be a need but, at the same time, there is the Master Plan Wetlands mapping. Mr. Jeffers thought that LRPC could do something about the mapping over this summer. Ms. DellaCroce asked about the Brownsfield grant if any other hazardous waste is found when taking down the mica building. Mr. Jeffers stated that this grant is more for developing an ordinance. Mr. Paradis mentioned that the Newfound Lake Region Association (NLRA) is more concerned with education of homeowners and of phosphorous. Ms. Seeler asked about a Master Plan watershed control plan. Mr. Paradis felt that we would work towards implementing what the Master Plan mentions. Mr. Jeffers said that we should

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DAVE JEFFERS continued:

focus on things that are implementable. He and Ms. DeStefano mentioned examples as those on page 5-4 of the Master Plan. Ms. DeStefano brought up erosion control. Ms. DellaCroce added that we need to educate the people, perhaps with news articles, etc. Mr. Jeffers stated that the NLRA is doing work on phosphorous and sedimentation and Mr. Paradis read a letter the Planning Board has just received from them in which they ask for a recommendation from us. Mr. Jeffers thought that education guidelines would be a way to go. He felt that the Pemi community would be willing in wider areas. Ms. Seeler suggested pamphlets of education to go out along with a building permit.

Ms. DeStefano felt that the need is more of an enforcement issue. Mr. Paradis added that owners do not realize that the responsibility is theirs and they rely on the contractor. Mr. Jeffers said that he is hearing about educational outreach and feels that the Board might start there. Ms. DeStefano stated that if we are to make the Zoning Ordinance more restrictive, we need to educate folks as to the reasons why it needs to be done. Mr. Paradis added that the NLRA are only interested in the Lake and PRLAC only deals with the Pemi- river. He feels that, if LRPC comes up with an aquifer ordinance for us to tweak, we would have time to act on it. He then thanked Mr. Jeffers for all of his work and input.

MINUTES OF JUNE 8, 2011:

The following amendments and clarifications were made:

Page 1, North Minor Site Plan, 2nd paragraph, 2nd line, replace “time” with operating hours” in insert “open” in front of “6:30”. Page 2, 2nd paragraph, 3rd line, replace the first “Planning Board” with “State approval”. 6th paragraph, 1st line, replace “hearing” with “application” and “format” with “forms”. Page 3, last paragraph, 2nd line, delete “asked them if they need” and replace with “was at the Selectmen’s meeting and asked if Northern Pass needs”. Page 4, 1st paragraph, 1st line, delete the sentence beginning with “Mr. Capone”. 3rd line, replace “put out small wood production businesses.” and replace with “put small wood chip electric plants out of business”. 2nd paragraph, 2nd line, insert “the EPA office in” before “Chelmsford” and delete “and fill” and replace with “to complete”. Under Deeded Properties, 2nd paragraph, 2nd line, replace “advice” with “advise”. 3rd line, replace “there is” with “there are”. Page 5, Master Plan, last line, insert “a meeting” before “with Mr. Paradis”.

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

CELL TOWER CHECKLIST:

Mr. Paradis feels that we should put more of the regulations in Site Plan instead of in the Zoning Ordinance so that we have more jurisdiction. We need to look at the Ordinance itself first, he has determined. For instance, it restricts the height to 20’ above the average tree. This could range widely and, in some cases, be below a tree line and not work. Another area is for a curved driveway but is out of sight. If we go onto the OEP web site, their model gets complicated. Ms. Seeler stated that the one we have is taken from a model ordinance. Ms. DellaCroce also mentioned that this type of cell tower

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CELL TOWER CHECKLIST continued:

may not last for long due to future changes. A discussion was held on new stuff that is already coming out.

Ms. DeStefano mentioned that she feels that we need to work on the checklist first so as to get it in line with what is already in the ordinance. She mentioned that in #6, we need to add some missing language and in #22, it needs to say 10.8. Ms. DeStefano said that she could make these changes so that we will have something to work with right now. It was determined that Ms. DeStefano will address any changes needed and will get copies to everyone so that it can be discussed at our next workshop.

MASTER PLAN:

As Mr. Paradis, Mr. Capone, and Mike Izard (LRPC) are to meet Friday at 10:00 am concerning the Master Plan, it was determined to wait for that outcome. They are to discuss our best approach. Mr. Capone is looking to see about LRPC doing a review of the Master Plan and giving us technical assistance.

COMMUNICATIONS:

Mr. Paradis took home the flyer on Renewable Woody Biomass Energy to read. The DES permits for Daniel and Theresa Buggy, Tristan Lane and for Paul and Tami Zareas, 77 Ravine Drive, were looked at.

REPORTS:

Historic District – Mr. Dingman was absent but had sent a written report that the commission met and are beginning to add 50-60 properties to the online historic inventory.

Selectmen & CIP: ----

OTHER:

BOYD SMITH REQUEST: Mr. Paradis asked the Board about giving a recommendation as requested by the NLRA. He would prefer to write something up than to use the form sent.

J. DellaCroce made a MOTION, second by D. DeStefano, to ALLOW MR. PARADIS TO REWRITE IN HIS OWN WORDS AND TO RECOMMEND BOYD SMITH'S REQUEST. The motion CARRIED.

SELECTMEN'S MEETING – MS. BONSTEEL'S FORMER POSITION: Ms. DellaCroce stated that she viewed the Selectmen's meeting in which they were discussing this former position. She would like some clarification as to what is being done.

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SELECTMEN'S MEETING – FORMER POSITION continued:

Mr. Capone answered that, after reading the job description, there seems to have been some disconnect. The main concern seems to be for enforcement. The Board discussed this and, as the Fire Chief has the statutory authority, it is felt that the enforcement should come from that Department, although for better communication, the position should be located in the town office and on a part time basis. The permits shall still be processed in the town office. The hope is to be more pro-active.

Ms. DellaCroce is concerned about any interaction between the Fire Dept. and the Planning Board; afraid that the Board will not be up to speed. A discussion was held stating that the Board used to get the list of all building permits so as to keep track. The Board suggested that all building permits be listed on the web site and they could view them there.

APPLICATION FORMS:

Ms. DeStefano would like the Planning Board to be notified if there is any feedback on the application forms which the Board redid last year. If anyone has a problem, the Board would like to know.

SUMMER AND SPECIAL TOWN MEETINGS:

Mr. Capone announced that the Summer Town meeting will be held July 23rd. The Special Town meeting on the Millstream property will be July 20th at 7:00 p.m. if approved tomorrow.

VARIANCES:

Mr. Capone has learned that variances run with the land unless otherwise specified by the Zoning Board at the time of the Variance hearing.

NEXT MEETING:

The next Planning Board meeting will be held July 13th at 7:00 p.m. The continued Habitat for Humanity case is on the agenda as is the Bleiler Site Plan.

With no other business, D. DeStefano made a motion, second by J. DellaCroce, to adjourn at 9:35pm.

Respectfully submitted,
Jan Laferriere, recording secretary