

PLANNING BOARD MINUTES  
August 10, 2011

**APPROVED:**

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AGENDA: CONT. SITE PLAN: STEPHEN & NANCY BLEILER, 231 Lake St., #112-002  
PCC: ZAREMBA GRUP, Summer St., #223-030, Proposed Retail Store  
STEVE WHITMAN

ATTENDING: Dan Paradis (Chairman), Denice DeStefano (Vice Chairman), Phil Dion (Sel. Rep.), Murray Campbell, Janice Della Croce, Clay Dingman, Elizabeth Seeler

ABSENT: Steve Favorite (Alternate); Jan Laferriere (Recording Secretary)

OTHER: Public

The meeting opened at 7:00 p.m.

**CONT. SITE PLAN REVIEW: STEPHEN & NANCY BLEILER/COLIN BROWN**

The Board previously voted and accepted the site plan with some modifications which is being presented tonight. The following items were addressed: 1.) Expiration date on the plan; 2.) Modification of the sign size (note 7 on plan); 3.) DES Permit, original reviewed and copy provided; 4.) Waivers requested added to the plan. #35 parking was removed, and # 43 Waiver for Erosion or sediment control plan was added to the plan as well.  
Consensus is that all conditions have been met.

D. DeStefano made a MOTION, second by C. Dingman, to ACCEPT THE PLAN AS PRESENTED.  
The motion CARRIED.

**PCC: ZAREMBA GROUP, Summer St., #223-030, Proposed Retail Store**

Presenting was Robert W. Shearer, Zaremba Group LLC, and Jen Viarengo from Appledore engineering.

Dan Paradis provided some history on the steep slope ordinance and commented that there may have to be some modification next March since during the design of the ordinance the Board focused on driveways for residential use and overlooked consideration for parking lots used for commercial lots.

Mr. Shearer began his questions on the interpretation of the steep slope ordinance. A review and discussion followed of Section 5.1 c of the ordinance. D. Paradis noted that it appears that the building proposed is situated on the steepest part of the lot which could cause problems. Mr. Shearer mentioned his concern that the terrain of the area in conjunction with the ordinance prohibits many sites from development. D.Paradis clarified that a 15% slope does not make it impossible for development,

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but allows for a closer review with the additional plans required. Jen Viarengo asked if the steep slope reference was for the envelope of the building or for the entire the lot. D. Paradis read from the ordinance (Article IV, 4.17, B) where it notes "...where the area of disturbance has a slope greater than 15%" It was noted that a recommendation from the Conservation Committee is needed for a conditional use permit from the Planning Board.

Mr. Shearer asked about the required parking spaces and D. Paradis explained that would require a variance request to the Zoning Board for their decision, that the Planning Board cannot waive the requirement.

Mr. Shearer asked about the stream on the side of the lot and the wetlands. D. Paradis mentioned that the Conservation Committee recently clarified that to be areas over one acre, but it is likely that a buffer from the stream would be required. D. Paradis asked if they considered the access to the site from Route 104, and that consulting DOT would be a good idea. P. Dion followed that with that it is possibly a limited access situation.

J. DellaCroce mentioned that there are special buffer considerations because it abuts residential property that would need to be reviewed.

With no other questions, the Board thanked them for coming in to discuss their questions.

**STEVE WHITMAN**

Mr. Whitman requested to speak with the Board to offer assistance for planning with a focus on aquifer protection and groundwater filtration.

Mr. Whitman began by providing a map which shows Steep Slopes & Highly Erodible soils in Bristol and reviewed it with the Board. The Board agreed that this is a helpful tool when reviewing plans. C. Dingman asked if a pdf file could be provided. Mr. Whitman will follow up.

Mr. Whitman reviewed a proposed 3 tier riparian buffer plan, and said they are continuing to work on issues of water quality.

D. Paradis explained the progression of the ordinances for the Pemi and Lake District, noting that both would be candidates for review, and any help and/or input with the Master Plan would be beneficial.

Mr. Whitman is going to review the Lake and Pemi ordinances vs. the revised Shoreland Protection Act and offer suggestions for changes that will preserve the current intention of the ordinance.

Mr. Whitman suggested adding an Energy section even if it is brief and only establishes a base line of information. Cited as examples were the towns of Berlin and Temple.

Another area suggested for inclusion is a Recyclable Chapter.

He offered help with the language for the Steep Slope ordinance by including language from the memo which will help the applicant.

Mr. Whitman also suggested either an Implementation Chapter or a checklist at the end of each chapter. This was a recommendation made to the Board in the past from Town Administrator Michael Capone and it was well received by the Board. The checklist shows the action steps needed and who is responsible. It would also serve as a way to track completed tasks.

D. Paradis commented that a chapter on Town facilities is needed in the Master Plan.

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Mr. Whitman mentioned that many towns are implementing parking maximums and that may want to be considered.

The Board thanked Mr. Whitman for coming in.

**MINUTES OF JULY 13, 2011:**

The following amendments and clarifications were made:

Correct the spelling throughout the document changing Mr. Rey to Mr. Ray. Page 3, paragraph 5, remove last sentence and add the following to the previous sentence. Change period to a comma, and add “they are here to address that.”

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

**COMMUNICATIONS:**

Municipal Volunteer Award flyer, a wetlands permit on Shore Drive for review, Town & City magazine, and Lakes Region planning info.

**REPORTS:**

**Historic District** – C. Dingman said that there wasn’t a meeting this month. Next meeting is in September.

**Selectmen** - P. Dion reported that the sale of the Mill Stream property has been completed and the Highway Department has started sprucing it up.

**Capital Improvements** – M. Campbell informed the Board of the Water & Sewer tour scheduled for 8/15/2011 at 9:00 a.m. Next meeting is Tuesday 8/16/2011.

**NEXT MEETING:** The next meeting is August 24, 2011 at 7:00 p.m. In preparation for the workshop session, D. DeStefano distributed the Cell Tower checklist for review during the meeting. She also clarified the landscape buffer concerns from the last meeting.

With no other business, E. Seeler made a motion, second by C. Dingman, to adjourn at 8:40 p.m.

Respectfully submitted,  
Janice Della Croce