

PLANNING BOARD MINUTES
October 26, 2011

APPROVED as amended & clarified:
11/9/11__jrl_____

AGENDA: WORKSHOP - WORK ON 2012 ZONING AMENDMENTS, FINAL
APPROVAL OF CELL TOWER CHECKLIST

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

ABSENT: Elizabeth Seeler (away), Steve Favorite (alternate – FEMA)

OTHER: Michael Capone, Jonathan White

The meeting opened at 7:00 p.m.

PCC: JONATHAN WHITE

Mr. White stated that he wished to come in to see the Planning Board before he comes in for Site Plan so as to be sure that he covers everything. The property he is looking at is on the corner of Robie Rd. and Route 104 west. Mr. White plans to demolish the present building and build an 80' x 100' retail store for a National company, which he is not allowed to divulge at this time.

Mr. White was told that, if he follows the checklist, he will cover everything that the Board needs. Mr. White mentioned that the abutting properties are cornfields. He has to see DOT and the town Highway Dept. about the driveways. He has seen the DPW and can tie in with the existing sewer line. He would probably want a waiver for parking as this company determines their parking needs. As for exterior lighting, Mr. Paradis explained that this is in the ordinance and that the Planning Board would want it to be downcast and would be interested in the timing of the lights. Mr. White stated that the company is energy conscious as well.

Mr. Paradis asked about architecture and said that the Board has no jurisdiction other than to make suggestions. They would like something that fits in with the neighborhood. Mr. White stated that the front will have a lot of glass and split block. It will be earth tone and well landscaped. He then asked if we have a building inspector. He was told that we do not but there are state regulations. The Board would check the percentage of coverage of the lot and they prefer no increase of runoff. Mr. Paradis added that the checklist refers to the section of the Zoning Ordinance that each item comes from and that the Zoning Ordinance is on the town web site. Mr. Dingman mentioned that all waivers must be in writing.

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WHITE PCC continued:

Mr. White asked if approval can happen at the hearing. Mr. Paradis answered that the time will depend a lot on the abutters and if everything is in order. Mr. White stated that he hopes to do the demolition around March 1st. Mr. Paradis added that the approval is good for one year. When asked, Mr. White stated that the building is to be on a slab with a foundation. Mr. Paradis mentioned that the parking spaces are to be 10' x 20' and calculations will be needed. If he does not meet this, he will need a Variance from the Zoning Board. He then referred to Section 4.5, 11 of the Zoning Ordinance, explaining parking calculations. Ms. DellaCroce asked if there are any wetlands involved and was told that there are not. Other items given that need to be looked at are height and the sign ordinance.

At this time, Mr. White asked the secretary for the dates needed to apply and she explained that the Site Plan application would need to be in by Nov. 18 in order to meet the Dec. 14th hearing and the Variance application by Nov. 10th for the Dec. 6th hearing.

MINUTES OF OCTOBER 12, 2011:

The following amendments and clarifications were made:

Page 1, under Progress on Proposed Zoning Ordinance Amendments, 2nd line, insert "considering" following "He stated that he is". 3rd line, delete "broaden the erodible soils as Jeff Taylor suggested." and replace with "provide for a parking lot on commercial developments." 4th line, delete "using a 20% coverage." and replace with "granting the Planning Board authority to reduce the requirements by up to 20%." Next to last line, replace "the 20%" with "100%".

Page 2, 2nd paragraph, 7th line, replace "loose" with "lose". 9th line, replace "Des" with "DES". 11th line, insert "dealing with erodible soils" following "section".

Page 3, 1st paragraph, 4th line, replace "work" with "word".

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

CELL TOWER CHECKLIST:

Ms. DeStefano went over the corrections made at the last Planning Board meeting. Mr. Dingman asked for a further change to #3 in which, following the check-off block, it reads: "Locations from which the wireless facility and all accessory structures can be viewed."

Ms. DeStefano will make this one correction and will then e-mail it to the Town Administrator to be put on the town web site and a copy to the secretary.

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PROPOSED AMENDMENTS:

Cell Tower, 10.7.3 Height: Denice DeStefano

Mr. Paradis explained that there are two ways to address this: by defining average tree height or by trees over 25' (for example) within a 150' radius. Mr. Campbell asked if there are standards for an antenna. Mr. Paradis stated that they usually try to keep it under 200' so they do not have to have lighting. A discussion followed. Mr. Dingman stated that he is leaning towards the model examples given instead of by tree height. Ms. DeStefano stated that she likes the example from Canterbury. Mr. Dingman agreed. Mr. Dion preferred that this not be a zoning issue. Mr. Dingman agreed and felt that we could eliminate needing a permit from the ZBA. Mr. Dion questioned it being only in Planning versus in Zoning if brought before the court. Mr. Paradis thought that we might keep the 200' maximum but state, in Zoning, that the Planning Board could make the height lower depending on the circumstances. More discussion followed. The general consensus result is to remove using the average tree canopy and no case to exceed 180' with language to allow the Planning Board to decrease the height if they feel it is necessary.

Cell Tower, 10.8.7 Driveway: Denice DeStefano

The Planning Board agreed that the language that Ms. DeStefano has presented is acceptable as is. She is allowing for the Planning Board to make modifications of the driveway if deemed appropriate.

Dark Skies: Clay Dingman

Mr. Dingman presented the Board with copies of the state model ordinance. He stated that he would like to keep this simple and with limited definitions. He then went over the model ordinance. Ms. DeStefano asked about seasonal holiday lighting and if we care about the amount of light or what shines downward. Mr. Paradis felt that we should ask for a shield depending on how much light there is. He added that technology changes all the time. Ms. DeStefano agreed that we need to keep this simple. Mr. Dingman would like the Planning Board to have jurisdiction and asked about putting the temporary section in the zoning ordinance. Ms. DeStefano kind of likes that. The general consensus was to keep it simple in the zoning ordinance and put the details into Site Plan.

Erosion and Sediment Control: Janice DellaCroce and Dan Paradis

Ms. DellaCroce suggested that references to "siltation" be changed to "sediment" as listed in the New Hampshire Stormwater Manual, Volume 3 section on Erosion and Siltation Controls During Construction. She also proposed to add definitions on erosion and on sediment. Mr. Paradis questioned if we should note the manual or the pertinent fact sheet. A discussion followed. The Board was okay with Mr. Paradis and Ms. DellaCroce' suggestions. As for the definitions, they would like a different definition for sediment.

Steep Slopes: Dan Paradis

The Board was okay with what Mr. Paradis presented.

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PROPOSED ZONING CHANGES continued:

Parking Requirements: Dan Paradis

Ms. DellaCroce stated that she agrees with Ms. Seeler's concept expressed at the last meeting, in which she felt that the business could regulate their need better. In the example of the Big Catch, Ms. DeStefano stated that a lot of people walk from their cottages or have parked at the beach and walked over. A discussion followed and the general consensus was to go along with the Planning Board being allowed to reduce the parking requirements by up to 20%.

Building Permits:

Mr. Paradis had explained that in a meeting with Ms. McClay (Assessing Assistant in charge of permits) and Mr. Capone (Town Administrator) it was questioned as to whether or not we should remove "accidental" from repairs (citing such things as termites) and to change the cost of repairs needing a permit from \$500.00. It was agreed that we need to come up with a higher price due to the increase of cost of materials but it was decided to leave "accidental" in and following re-roofing, to insert "(with like materials)".

COMMUNICATIONS:

A DES permit for Jan Metcalf was looked at and Mr. Campbell will look at the Oct. 2011 Town & City report on Capital Budgeting and the Planning Board.

REPORTS:

Historic District – Mr. Dingman stated that they have not met.

Selectmen – Mr. Dion stated that the mica building is still in process. Mr. Capone reported that the last plan is pretty close to acceptance. Once that is done, a public meeting will be held, then there must be a 30 day appeal period. After that, the project can go out to bid. Mr. Capone hopes this last will go out by the first part of December. Everything else has been done. It has been found that there is no asbestos on the roof.

Ms. DellaCroce asked what happens if we exceed the grant. Mr. Capone answered that he will have to find the extra money. He added that DES has access to help with cases like this, which could be an assist. The sense is that the \$200,000. will take the building down.

Capital Improvements – Mr. Campbell explained that they gave their presentation to the Selectmen. He expressed his disappointment due to a call that requested that he limit the presentation to the priority 1 cases. He feels that this makes the plan incomplete and would like to give the presentation to the Selectmen at the same time as the Budget Committee in future years. He explained that when they presented to the Budget Committee, only about half was put on TV as the operator was late coming in and he was hoping that the whole thing would get on TV when they presented to the Selectmen so that the public would understand what they are recommending and why. Mr. Campbell did try to emphasize the use of Capital Reserve accounts so as to balance the bottom line of capital expenditures.

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REPORTS continued:

Wetlands Map – Mr. Paradis explained that he has gotten Mason Westfall, Conservation Commission, involved with Lakes Region Planning Commission (LRPC) in regard to this map. We have found that there is a Cartographic Wetlands map in the upstairs hall but it does not have specific types of wetlands. Mr. Westfall called Michelle (LRPC) and is to go over and meet with her this morning. Mr. Paradis has not heard the results as yet.

OTHER:

Ms. DellaCroce questioned the rental equipment by Dunkin Donuts on Route 104 east. It was mentioned that this is like another case that we had further out on 104 that we regulated. It was felt that they need a Site Plan if they mean to continue.

It was reported that St. Timothy's, School St., has been sold and no-one knows yet what the intent is for the Church building.

Mr. Paradis stated that the Master Plan is waiting to see if we get approval for the money requested.

NEXT MEETING:

The next meeting is to be held Nov. 9, 2011 at 7:00 p.m. With no cases as yet, Mr. Paradis stated that the Board will continue to work on the proposed zoning changes.

With no other business before the Board, C. Dingman made a motion, second by P. Dion, to adjourn at 9:13 p.m.

Respectfully submitted,
Jan Laferriere, recording secretary