

PLANNING BOARD MINUTES
May 9, 2012

APPROVED as amended & clarified:
5/23/12_jrl_____

AGENDA: MINOR SITE PLAN: SHERBURN RAMSAY, 15 Sugar Hill Drive, #223-020
MINOR SITE PLAN: STEEN GILPATRIC, 201 Abel Road, #208-004
SITE PLAN REVIEW: MATT HUGHES, 838 Lake Street, #216-099
POSSIBLE COMPLIANCE: PEMI-VALLEY HABITAT FOR
HUMANITY INC., S. Main St., #115-008 & -009

ATTENDING: Denice DeStefano (Chairman), Dan Paradis (Vice Chair), Phil Dion
(Selectman), Murray Campbell, Janice DellaCroce, Clay Dingman, Elizabeth
Seeler, Steve Favorite (alternate)

ABSENT: -----

OTHER: public

The meeting opened at 7:00 p.m. with a quorum. Mr. Favorite was recused from the first hearing as he is an abutter.

MINOR SITE PLAN: SHERBURN RAMSAY

The secretary read the application, list of abutters notified, and stated that there were no telephone calls or written responses and no comments from the Department Heads.

Mr. Ramsay stated that this was the same as what the secretary read: an office and small retail sales dealing with Landscaping.

The checklist was addressed. #12 Lighting – Mr. Ramsay stated that he does not plan on adding lighting at present. He was informed that, should he decide to add some later on, he will need to come back to the Planning Board first. Mr. Paradis had a problem with the fact that the plan consisted of several pages.

Ms. DeStefano called for public comment. Steve Favorite, abutter, stated that he is in favor of the project and added that they maintain the property very well. With no further comment from the public, Ms. DeStefano closed the public part of the hearing.

The plan was then addressed. Ms. DeStefano stated that it needs to have Village Commercial shown as the District and a statement that the project completion date is one year. There also needs to be setbacks shown. Ms. DellaCroce added that a buffer is required between a business and any residential properties. It was determined that there is a landscape border.

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RAMSAY SITE PLAN continued:

E. Seeler made a MOTION, second by M. Campbell, to ACCEPT THE MINOR SITE PLAN APPLICATION AS COMPLETE WITH THE PREVIOUS NEEDS OF THE DISTRICT, SETBACKS, AND COMPLETION DATE. The motion CARRIED.

The VC (Village Commercial) District and completion date was added by hand. Ms. Seeler stated that she had a concern for what happens 10 years from now; will anyone be able to understand the plan which consists of a couple of pages. Mr. Ramsay came up and showed Ms. Seeler what he meant. Ms. Seeler stated that this is fine for the Board now but what about a future Board? Ms. DellaCroce asked if it might be a condition of approval. It was determined that the Board could do this and asked that everything be placed on one sheet. Mr. Dingman added that only 8 parking spaces are required so Mr. Ramsay could eliminate the parking on the grass. The rest of the Board agreed.

E. Seeler made a MOTION, second by C. Dingman, to CONDITIONALLY APPROVE THE MINOR SITE PLAN FOR SHERBURN RAMSAY. THE CONDITION BEING THAT A MORE COMPLETE, 1 PAGE DRAWING IS SUBMITTED INCLUDING THE DISTRICT, EXPIRATION DATE, SETBACKS AND TO ELIMINATE THE PARKING ON THE GRASS. The motion CARRIED.

Mr. Ramsay is to have the plan ready for signatures of the Board by the Planning meeting on May 23, 2012.

MINOR SITE PLAN: STEEN GILPATRIC

The secretary read the application, list of abutters notified, and stated that there were neither telephone calls nor written responses received and there were no comments from the Department Heads.

Mr. Gilpatric had no additional comments so the Board addressed the Checklist. It was felt that the only thing that Mr. Gilpatric would need was his building permit.

J. DellaCroce made a MOTION, second by C. Dingman, to ACCEPT THE APPLICATION AS COMPLETE. The motion CARRIED.

Mr. Paradis mentioned that at a PCC, Mr. Gilpatric had shown that the building is well within the setbacks so does not need to show them now.

When Ms. DeStefano called for public comment, there was none. She then closed the public portion of the hearing and led the Board into the deliberative session. There were no additional comments made.

C. Dingman made a MOTION, second by D. Paradis, to APPROVE THE MINOR SITE PLAN FOR STEEN GILPATRIC. The motion CARRIED.

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SITE PLAN REVIEW: MATT HUGHES (with Alan Barnard, surveyor, Bruce Barnard, septic designer, Kent Brown, engineer with Brown Engineering)

Ms. DeStefano stated that the property has been acquired for Mr. Hughes since the PCC that was held, so she no longer has any financial interest. She asked for a decision as to her conducting the hearing and no-one had a problem with her doing so.

The secretary read the application, abutters that were notified, and stated that there were neither phone calls nor any written responses. The Fire Chief and the Superintendent of Water/Wastewater had submitted their comments.

With no further comments, the checklist was addressed. Once this had been gone over, Ms. DeStefano read the comments received from Fire Chief Yannuzzi and Superintendent Jeff Chartier. Chief Yannuzzi requested sprinklers for both buildings and Superintendent Chartier had two suggestions for the water line.

C. Dingman made a MOTION, second by E. Seeler, to ACCEPT THE APPLICATION AS COMPLETE. The motion CARRIED.

Mr. Barnard addressed the site on a plan that was placed so all could see. He stated that there is a total of 3.313 acres to the property. He pointed out that the State right-of-way here is 60' from the centerline of Lake Street. There is a man-made pond on the property and an old well which is not utilized. The drainage study was done for the DOT driveway permit and is submitted. There will be an on-site septic system.

Mr. Hughes presented drawings of the front and side elevations of building #1. He stated that the height would be 33 ½' high. It will be vinyl siding with decorative features and a stone façade. He then showed building #2 stating that it will be a barn look. Sue Williamson, abutter – 839 Lake St., asked the color and Mr. Hughes answered that it will probably be a light grey-blue with white trim.

Mr. Barnard then addressed the parking, He explained that 60 spaces are required (as shown by the calculation submitted) but they would like to asked for the 25% reduction that the Planning Board is allowed to do as they do not feel that they will need that much, especially as the employees in building #1 will be the same employees in building #2.

Ms. DellaCroce asked if the parking spaces are 10' x 20' and was told that they are. She then asked if there is any compensation for boat trailers. Mr. Barnard pointed out a large area that will be free for the loading or unloading of boats and for a tractor/trailer to fit. Mr. Paradis asked about boat storage and was told by Mr. Hughes that they will advertise it here but the storage will be off site. Ms. DellaCroce asked if the parking area is to be all asphalt. Mr. Hughes answered that it is so as to keep down the dust and dirt. Mr. Barnard added that this has all been taken into account with the drainage study.

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HUGHES SITE PLAN continued:

Ms. DeStefano asked if the Board was in agreement to have 45 parking spaces instead of 60. Mr. Dingman stated that he agreed and then the rest of the Board agreed, as well.

C. Dingman made a MOTION, second by J. DellaCroce, to REDUCE THE PARKING REQUIREMENT BY 25%, GOING FROM 60 SPACES TO 45 SPACES. The motion CARRIED.

Mr. Brown addressed the drainage plan. He showed how they plan to tie into the DOT system. The irrigation pond will also take some and there will be rip rap, a swale and retention pond. A trench of 5' x 4' will be added for roof drainage. The lot has very sandy soil, he added. Mr. Paradis asked about the 12" pipe presently on-site. Mr. Brown stated that it will be removed and replaced by the shallow swale. Mr. Paradis asked if this will be a swale or have plants. Mr. Brown answered that it will be a swale with grass. Mr. Barnard felt that the Board meant like a rain garden. Bruce Barnard stated that with the sandy soil and bright sun, it would not be conducive to plants. It is best to have a retention system in this case.

Ms. DeStefano asked about lighting. Mr. Hughes stated that there are to be small lights over the bays and all would be down-lit. They plan on being open until 4:00 or 5:00 p.m. so do not need them to be on much. On the front of building #1, he intends on a recessed light over the doorway, also downward-lit. He does not intend on having any security lighting and none on the sign. If he changes his mind later on, he assured the Board that he would come back in to see them. He also intends on off-street loading and delivery. His hours are to be 7:00/8:00 am to 4:00/5:00 pm. Monday through Friday. He is planning to have a 6" water line in order to accommodate the sprinkler systems.

Mr. Paradis asked if he will have a different entry and was told he would not. Ms. DeStefano asked about any display outside. Mr. Hughes would like to display boats outside temporarily. He would secure them inside.

Ms. DeStefano asked about signs. Mr. Hughes answered that there is to be an aluminum sign on the front of the building and a 2nd sign on a post, 16' or less in height by the road. Ms. DellaCroce asked about vegetation or a fence as buffers. Mr. Hughes stated that he will have grass to a stockade fence and trees in back. Mr. Barnard stated that this fits regulation.

The public portion of the hearing was then addressed. Lloyd Berry, Speare Memorial Medical – abutter, asked about washing and maintenance of the boats. Mr. Hughes planned on all maintenance to be inside and with some washing just outside the bays. Ms. Seeler asked about oil. Mr. Hughes stated that all of that would be done inside and to State standards. The Board felt that there would be some residue left on the boats when they went to be washed. Mr. Hughes stated that he uses biodegradable soap. Mr. Dion felt that the boats should be washed inside to capture all residue. Mr. Dingman felt this to be a point well made. Mr. Hughes stated that he would be happy to do so.

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HUGES SITE PLAN continued:

Jim Earley, 25 Keezer Road, stated that he has no opposition to the project. He did have a couple of questions and mentioned that there was an old access road years ago and no road there now. He wondered if they would ever intend on opening that up again. Mr. Hughes answered that this is where they intend on bringing in the water line. Mr. Earley asked them not to use this old access and Mr. Hughes agreed to that. He added that the access and egress will all be on Lake St.

Mr. Earley asked the use of the back of the property and Mr. Hughes stated that he might use it for old items that are turned in and the dumpsters would be there. He added that his company has a stipulation against a messy property and he wants it to remain clean himself. Mr. Dingman asked about outside storage and Mr. Hughes stated that he would want only display storage and plans on asking the State if he can use some of their right-of-way for this. He does not want outside storage otherwise.

Ms. Williams asked the hours of operation. Ms. DeStefano read what was with the application: Monday-Friday 9-5, Saturday 9-4, Sunday 9-2. Mr. Hughes added that this is "in season". He will be closed Dec. and Jan. and Feb. is when he goes to various boat shows. Mr. Dingman asked how many boats will be outside on display and Ms. Williams warned that there needs to be a concern for security. Mr. Hughes stated that, while the building is being erected, there will be boats outside as they are delivered. He intends on a maximum of 4 boats displayed outside normally. These would be outside anytime from May 1st to October 15th.

Marian Earley, Keezer Road, asked about the fence. Mr. Hughes intends on a 6' stockade fence. Ms. Earley stated that she has never seen the pond and asked how large it is. Mr. Hughes answered that it is not impressive and not conducive to boats.

Harold Reilly, abutter, asked the distance of the fence from the building and was told 15'. Mr. Paradis asked if they will have kayaks or canoes. Mr. Hughes stated that he will have those and paddle boats as well. He is also checking into the possibility of rentals. Mr. Paradis stated that setting up for rentals can be expensive.

Dennis Woodward, abutter – North Main St., welcomed Mr. Hughes. He stated that he has lived there 30 years and there have been countless accidents on Lake Street in that area. He is concerned with the distraction of having boats out there. They can block the view. Mr. Dion stated that, if the boats are on State property, they will stop anything that obstructs view. Mr. Woodward added that he feels that they need to beef up security.

Ms. DellaCroce asked if there will be signs on the display boats. Mr. Hughes thought that he might in the beginning but wants a clean look. He does intend on holding an Open House 2-3 days a year which will require signs.

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SITE PLAN, HUGHES continued:

Ms. DeStefano informed Mr. Hughes that a 6' fence will require a building permit. Mr. Woodward asked that there be no parking on the street. Mr. Hughes stated that he would address anyone who parked there. Ms. Seeler asked him to plan on doing all cleaning inside and Mr. Hughes agreed to do so. Mr. Dion asked about drains inside and Mr. Hughes stated that they are State mandated.

Ms. Williams asked how long before the buildings go up. Mr. Hughes stated that he plans on the initial main building to go up as soon as possible. The 2nd building, he hopes to have up later this summer. He anticipates the whole thing done within a year. Mr. Dingman expressed his disappointment in not using cement fiberboard but is pleased with the other compensations that Mr. Hughes has made. Mr. Hughes stated that the cement fiberboard was just too expensive for such large buildings. Mr. Paradis asked if it would be compatible to have just the front done in the fiberboard. It was felt that it would look different and the color would not match. The Board agreed.

C. Dingman made a MOTION, second by J. DellaCroce, to APPROVE THE SITE PLAN FOR MATT HUGHES WITH WASHING OF BOATS TO BE INDOORS AND A MAXIMUM OF 4 DISPLAY BOATS ALLOWED BETWEEN MAY 1 AND OCT. 15. The motion CARRIED.

Mr. Paradis stated that the Chairman should note on the plan that the parking has been amended. Ms. DellaCroce asked about doing the decrease and the Board stated that we had already done that. Ms. DellaCroce asked about it being in the notes and Mr. Barnard had included that they would request the 25% so it only needs a statement saying that it is granted.

The plans and Notice of Decision were signed.

COMPLIANCE: PEMI-VALLEY HABITAT FOR HUMANITY INC.

Mr. Barnard stated that they have applied for the driveway permit and for the Sewer System. The latter needs a couple of adjustments. He hopes to have everything by our next meeting.

C. Dingman made a MOTION, second by D. Paradis, to CONTINUED THE COMPLIANCE HEARING FOR PEMI-VALLEY HABITAT FOR HUMANITY INC. TO MAY 23, 2012. The motion CARRIED.

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MINUTES OF APRIL 25, 2012:

The following amendments and clarifications were made:

Page 2, Workshop, 1st paragraph, 1st line, replace “priorities” with “issues” and following “address” add “, then review and prioritize them.” Page 3, 1st paragraph, 1st line, following “Standards” eliminate the rest of the sentence. 4th line, replace “gets” with “to be”. 5th line, replace “as to check into” with “it may research”. Master Plan, 1st paragraph, 2nd line, replace “Mr. Paradis” with “Ms. DeStefano”. 6th line, replace “and rfp” with “an RFP”. 7th line, replace “taking” with “surveying”. Last line, replace “vote” with “survey” and following “include all” add “of the townspeople”. Page 4, 1st paragraph, 2nd line, following “list” insert “for this years’ grant” and following “suggested” insert “applying for one of”. 3rd line, replace “HDC” with “Historic”. 2nd paragraph, 4th line, replace “HDC” with “Historic”. Communications, next to last line, following “permit” insert “application”. Reports: HDC, 1st line, change “(Habitat)” to “(in reference to Habitat)”. Page 5, New Business, 2nd paragraph, 2nd line, replace “was glad to hear of this as” with “reiterated” and following “notified” insert “at least 72 hours”.

C. Dingman made a motion, second by M. Campbell, to approve the minutes as amended. The motion carried with 2 abstentions.

CORRESPONDENCE:

The Board looked over the following: a reminder of workshops with LGC (we have no money for this), merger for Kinsella & Boissonnault, DES Notice of permit application for Barney Point LLC, DES approval for Operation for Matthew Bourque, DES permit on the Central Square project (alteration of terrain) and the May 2012 Town & City magazine which Mr. Dingman took.

REPORTS:

HDC: Mr. Dingman stated that they did not hold their meeting last night as they did not have a quorum.

Selectmen: Mr. Dion mentioned that Selectman, Joe Denning, had an operation on his heart again and is doing okay. The Selectmen have hired a new accountant, Melanie Shokal.

CIP: Mr. Campbell stated that the committee visited Public Works and Water/Wastewater, and are to visit the Fire Dept. this coming Friday. The following week, we are to meet Police but at 8:00 a.m.

OTHER: Mr. Campbell is waiting to hear what can be done with the Master Plan and then will follow up on that. He would like to have the gentleman come to our workshop meeting. Ms. DeStefano added that she is hoping to meet with Mike Izzard, as well. Ms. DeStefano thanked the Board for their input this evening.

NEXT MEETING: May 23, 2012 is our workshop meeting. If Ms. Goodwin gets the okay, the Parkhursts are to come in for a PCC. The two compliance hearings are on the agenda, as well.

C. Dingman made a motion, second by P. Dion, to adjourn at 9:45 p.m.

Respectfully submitted,

Jan Laferriere, recording secretary