

PLANNING BOARD MINUTES
May 23, 2012

APPROVED as amended & clarified:
6/13/12__jrl_____

AGENDA: PCC: PARKHURST, Lake St., #113-041
COMPLIANCE: SHERBURN RAMSAY, 15 Sugar Hill Drive, #223-020
COMPLIANCE: PEMI-VALLEY HABITAT FOR
HUMANITY INC., S. Main St., #115-008 & -009

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

ABSENT: Phil Dion (Selectman – working)

OTHER: Michael Capone (Town Administrator), Alan Barnard

The meeting opened at 7:00 p.m. with a quorum.

COMPLIANCE: PEMI-VALLEY HABITAT FOR HUMANITY INC./ALAN BARNARD

Mr. Barnard presented the final plans and pointed out the two septic systems. He stated that these may be moved a bit. He presented the Septic permits, subdivision approval, driveway permit, and IRS statement, status of 501.C3 and a copy of the covenants.

The Board looked over the final plans. Mr. Barnard pointed out that A, B, and C wells are to be kept for use for gardens, lawns, etc. The others are to be filled. They are to do a new well for the 4 houses. This may be relocated a bit, as well. Mr. Favorite asked if there was clay there and Mr. Barnard stated that the soil is fine and DOT has done the drainage calculations. He mentioned that this is a Subdivision and a Merger of lots #008 and 009.

Ms. DeStefano asked that the covenants have an amendment to #6 to add a sentence requesting that they comply with local town regulations as well. Mr. Barnard will suggest this to Deb Reynolds (who authored the covenants).

E. Seeler made a MOTION, second by C. Dingman, to APPROVE THE PLAN FOR PEMI-VALLEY HABITAT FOR HUMANITY INC. AS ALL CONDITIONS HAVE BEEN MET. The motion CARRIED.

PCC: PARKHURST

As an e-mail had been received asking that this be moved to our next meeting (June 13, 2012) due to a conflict by the applicants, the Board determined to move it to that date.

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COMPLIANCE: SHERBURN RAMSAY

A single plan had been received that evening. There were no setbacks or District designations on the plan, nor a signature block and 4 plans are needed. Ms. DeStefano explained that she had worked with them in preparation for this meeting and was disappointed in the result. Ms. DellaCroce mentioned that we had given them a Conditional Approval based on the receipt of a completed plan. Ms. DeStefano stated that they definitely need to come back to the Board. A discussion was held as to how to handle the case now. It was decided that Ms. DeStefano will see them again and we shall hold the Compliance Hearing on June 13, 2012.

MINUTES OF MAY 9, 2012:

The following amendments and clarifications were made:

Page 1, 1st line, replace "recused" with "recused". 4th paragraph, 2nd line, replace "some" with "exterior lighting". 3rd line, replace "had a problem with the fact that the" with "pointed out that the". Page 2, 1st paragraph, 2nd line of the motion, replace "PREVIOUS NEEDS OF" with "PREVIOUSLY STATED NEED TO SHOW". Page 3, 1st paragraph, 3rd line, delete "has been acquired for Mr. Hughes" and replace with "in question has closed". Next line, following "financial interest" insert "in the outcome." Last paragraph, 2nd line, replace "compensation" with "consideration". Page 5, 1st line, replace "HUGES" with "HUGHES". 4th paragraph, last line, replace "conducive to boats" with "large enough to put a boat in." 6th paragraph, 4th line, replace the first "they" with "the State". Page 7, under "OTHER", 2nd line, replace "gentleman" with "Mr. Amsden". Next line, replace "Izzard" with "Izard".

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

WORKSHOP:

Ms. DeStefano gave out a list of our forms that are on the web site and showed what is needed to update them. Mr. Capone suggested that she meet with Christina Goodwin on Friday morning, as Ms. Goodwin has been working on this.

Ms. DeStefano then distributed a partial list of things to look at in our Zoning Ordinance and in the Site Plan/Subdivision regulations. She asked that the Board give some thought on anything that they might want to add. She then stated that she is to meet with Mike Izard, Lakes Region Planning Commission, on June 1st to discuss our Master Plan. She wishes to develop a plan and its cost to present to the Budget Committee. Mr. Paradis asked that Steve Whitman also be kept in mind when we put the update out for bid.

The Board looked over the list and Mr. Dingman mentioned that we spoke previously of adding a note in the Zoning Ordinance to refer to Architectural Design in the Site Plan section and to show it there.

With no other initial thoughts, it was determined that we are to work on this at our next workshop meeting on June 27th. Again, Ms. DeStefano stressed that the Board bring in their thoughts.

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COMMUNICATIONS:

Looked at were a voluntary merger for Ernest & Nancy Richards, W. Shore Rd., a DES approval for Kurt Tamulonis, Virginia Lane and for Wicom Rd. Associates/Steve Wiseman, Wicom Rd. There was a copy of the latest issue of the Source (to be held in the office for awhile), a comment from the NH DHR stating that no historic artifacts were found on the property proposed for the new Health Clinic, and an e-mail from Ms. Goodwin in regard to Mr. Hermann, 401 Lake St., #112-038 in which he needs sprinklers for 4 apartments and, if he wants to return to 3 apartments and a retail store, he will need to come back to the Planning Board for Site Plan.

Mr. Paradis asked if, when doing building permits, are steep slopes a consideration? Mr. Capone will check on this. The location of our Steep Slopes map was in question. It is either in the Planning/Zoning office or in the upper hall (later found to be in the Planning/Zoning office).

REPORTS:

Historic District Commission – Mr. Dingman reported that he has sent in a grant application. He also did a walk-through on 545 Pleasant St. (where the Family Dollar store is to be built). He found that the old building was constructed in the 1850's. In the old barn, he found hand circular saw cut beams, there was a fieldstone cellar that had been faced in granite. Some 1900 wallpaper (oil cloth) was found. There was to be a controlled burn done this past weekend. The Fire Dept. had pulled some of the outside off and also the windows, which made it easy for him to look inside the walls. They found some old hardware as well. He was accompanied by a representative of the NH Division of Historic Resources who found it interesting.

Mr. Campbell asked about getting an Old Town Hall grant. Mr. Dingman explained that a grant can be applied for. The next application date is May 2013. We can ask for an Engineering Study, a Feasibility Study or a list of needs to restore the building. All of these fall under a CLG grant. The 3 criteria available: Priority #1 for a survey and placing buildings on the National Registry. Priority #2 is for feasibility. Priority #3 is the actual bricks and mortar. Mr. Dingman went on to say that the application is big and it would be good to start on it now.

Mr. Capone stated that , awhile back, they talked about a group to get together to determine what is needed for the Old Town Hall. He had called a gentleman at CLG but he never got back to Mr. Capone. Mr. Dingman stated that he can speak to them about what steps we need to begin with. Folks at CLG will also help with a grant application. Initially, Mr. Dingman mentioned this project to them and they said that it would be a project that would be good to do.

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HDC REPORT continued:

Mr. Campbell stated that we need a vision for the future, what we want the town to look like, about the businesses and about the horrible condition of the buildings. The first step is the TE grant for the Downtown. Mr. Paradis explained to him that our Master Plan is the vision and Ms. DellaCroce added that we have to start with a survey to update it. Mr. Campbell felt that the Master Plan needs to have more than it has in the past. Department Heads should be asked about their long range plans. Mr. Paradis explained that the Planning Board is in charge of this via the Master Plan. We involved everyone in the beginning and maybe now we need to be more specific.

Mr. Capone mentioned a past discussion in which we thought about listing an “Action Items” list and who would be responsible for each of the actions. This would be done for each section of the Master Plan. The Board recalled having talked about this.

Selectman’s Report – With the absence of Mr. Dion, Ms. DellaCroce asked the Town Administrator if there has been progress in getting a Land Use officer. Mr. Capone answered that they have ads out. Ms. DellaCroce asked if there is any time line and was told that they had planned on hiring this Spring but with the budget cuts, determined to wait until probably July. It will be for 2 days a week on the ground. The rest to be handled by the present staff. Mr. Capone hopes to get in front of issues instead of being reactionary.

Ms. DellaCroce asked about the compliance process. Mr. Capone stated that they send out a first letter, if that is not answered, a 2nd stronger letter is sent. He had asked the process from our Town Counsel. There are ownership issues in some cases. Unless it is a health issue, a case can take up to 6 months to resolve. Another deterrent is the budget line limit on legal fees. Ms. DellaCroce felt that there should be some sort of reasonable fine for this. Mr. Capone added that we are trying to do follow-up.

Capital Improvement Plan Committee – Mr. Campbell reported that the committee visited the Police last week and the Library tour has had to be postponed a week.

NEW BUSINESS: Zoning Maps in the Zoning Ordinance – Mr. Capone stated that Mr. Paradis asked about reproducing the Zoning map in the Ordinance. A discussion was held in which Mr. Capone explained that we do not have the capability of a colored copy on 8 ½ x 17”. A separate copy of one on an 8 ½ x 11” was shown. Ms. DeStefano and Mr. Capone will discuss this next Friday as well. He added that within the next 30 t 60 days, he hopes to have maps on the web site.

NEXT MEETING:

Our next meeting will be held on June 13, 2012 at 7:00 p.m. We have two PCC’s and a Compliance Hearing on the agenda to date. We are beyond the date for any more hearings.

With no other business, C. Dingman made a motion, second by D. Paradis, to adjourn at 8:30 p.m.

Respectfully submitted,

Jan Laferriere, recording secretary