

PLANNING BOARD MINUTES
June 27, 2012

APPROVED as amended & clarified:
7/11/12_jrl_____

AGENDA: PCC: PARKHURST, Lake St., #113-041
WORKSHOP

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

ABSENT: Phil Dion (Selectmen's Rep., conflict)

OTHER: Michael Capone (Town Administrator)

The meeting opened at 7:00 p.m. with a quorum. Steve Favorite sat in for E. Seeler, who arrived a few minutes later and took her seat.

MINUTES OF JUNE 13, 2012:

M. Campbell made a motion, second by D. Paradis, to approve the minutes as read. The motion carried with 2 abstentions.

PCC: PARKHURST, MaryAnn and Fran

Ms. DeStefano read the minutes of July 13, 2011 in which the Planning Board had waived Site Plan as long as the added roof was not enclosed. She explained that, with this being enclosed and the addition of the landscape business, the concern is parking.

Mrs. Parkhurst explained that the landscape business had been next door. That property was sold and they had to move the business right away. Mr. Parkhurst was in Florida where he was recuperating from an illness. Mrs. Parkhurst put up the sides so as to cover the materials. They have been robbed 4 times and the season had started. The only time that there is any parking issue is on Memorial Day, she added. MaryAnn said that some trailers were moved. They plan on repaving the front before July 4th. Trucks come in once a week. She is not sure where else they can put everything. Mrs. Parkhurst stated that she did the change and she is sorry that she did not come into the Planning Board.

Ms. DeStefano then read 8.3E of the Site Plan Regulations and said that the Board can approve it as a minor change if it meets the 4 criteria. The Board then addressed the two issues:

1. Enclosed Overhang = Mr. Paradis stated that it increases the gross floor area. Mrs. Parkhurst explained that it is a dirt floor. MaryAnn added that only ½ of the length is enclosed and has barn-like doors. Mr. Favorite commented that it is more storage. Mr. Paradis had no problem with this but said that it requires Site Plan. Ms. DellaCroce

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PARKHURST PCC continued:

mentioned that the Board can reduce the total parking requirement now. Ms. Seeler asked if this could be a Minor Site Plan and was told that it could. Mr. Paradis asked about the paving and MaryAnn answered that it is just to repair the area that is paved now. Ms. DellaCroce asked about the trailers in back and MaryAnn stated that they store hay.

2. Parking = Ms. DeStefano read 4.5B of the Zoning Ordinance that deals with the changes to parking. Mr. Paradis mentioned that the new boat shop did not go for a Variance. Ms. Seeler stated that business owners should figure what they need to stay in business.

E. Seeler made a MOTION, second by C. Dingman, to require a Minor Site Plan (per 8.3B of the Site Plan Regulations) for the Parkhurst change. The motion CARRIED.

The secretary stated that if they applied by July 13th, the hearing would be August 8th. The Board thanked the Pankhurst's for coming in.

MASTER PLAN:

Ms. DeStefano distributed an outline of her meeting with Mike Izard, Lakes Region Planning Commission (LRPC). She added that Mr. Campbell has met with someone at Plymouth State who is also willing to help. She then went over the outline with the Board.

Ms. DellaCroce asked what a pre-test is and Ms. DeStefano explained that they would send out the survey to the staff first to see about understanding. Ms. DellaCroce asked how many groups are being recommended and was told 4 to facilitate everything. The Board liked the suggestion of including kids and it was mentioned that Mr. Capone spoke of action items for each chapter previously. Mr. Dingman stated that we can look for other funding sources as well. Ms. DeStefano felt that the Board should document what has been done and demonstrate this to the Budget Committee also. Mr. Paradis mentioned that we should check Steve Whitman. Ms. DeStefano added that we should also check Plymouth State.

Ms. Seeler asked if the cost on page 1 of the outline is \$4,418. or \$4,148. as both are listed in separate places. Ms. DeStefano will ask for clarification.

Mr. Campbell stated that the contact at Plymouth State is only part time. Ms. DellaCroce asked if the cost of mailing is included and was told that it was not. Ms. Seeler mentioned that, last time, we had copies that could be picked up at the office and in various other locations.

Ms. DeStefano thought that it would be good for the Board to do Step 1: Review existing Master Plan by Planning Board members. For Step 2: Community Vision, we need to get pricing. Mr. Paradis felt that we need to give some flexibility with this last.

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MASTER PLAN continued:

The Board then determined that members should be assigned to the various chapters of the Master Plan so as to document what has been done and what needs updating.

Historic Section – Clay Dingman

Downtown – Hold until the renovation is done. Do a survey on it after completion.

Vision – Murray Campbell

Population and Housing – Janice DellaCroce

Recreation – Denice DeStefano

Conservation – Betty Seeler with Conservation Committee input

Energy – Dan Paradis with the Energy Committee input

AUGUST WORKSHOP:

Our August workshop will be held on the 22nd. Ms. DeStefano charged the members to document the things that have been done within their assigned sections. They should also include why some things have not been done and anything that they feel is missing.

Ms. DeStefano also mentioned that we have discussed adding a Town Facilities chapter. Mr. Capone stated that he can provide an inventory of them for us.

COMMUNICATIONS:

3 DES approvals were looked at: Construction and Subdivision for Habitat and Operation for John & Kristen Sullivan.

REPORTS:

Historic District Commission: Mr. Dingman stated that they have not met since the last report. He and Sandra Heaney went to the NH Division of Historic Resources (NHDHR) to fine tune their Local Government grant. There are some funding issues and we shall only get \$5,500 instead of the original \$10,000 we were awarded. Some work has already been done. They may target properties up Summer Street for NHDHR to review. He and Ms. Heaney will scan what they have already on Bristol properties (some 60 or so).

Selectmen: In Mr. Dion's absence, Mr. Capone updated the Board on the Downtown project. They have a couple of more papers to do for the State and hope to put it out for bid in July. They will have to do the pipes first so it is looking like a fall and spring project. TD Bank is now objecting to the parking area and this is to be resolved tomorrow.

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Selectmen's Report continued:

As to the Library, the Shoreland is now being addressed and Mr. Capone is guessing that they will not be able to start until August. Mr. Paradis asked how serious is the move of the town office to TD Bank and letting the Police have this building. For the Capital Improvement Plan (CIP), the Chief is asking for a sally port with the ultimate goal to move the office from this building. Mr. Capone is not sure how serious the move is. He expects that nothing will be done until after the Downtown project is complete. Mr. Paradis mentioned that towns can request excluding some areas from Shoreland and Mr. Capone said that he and the secretary had discussed this the other day.

CIP: Mr. Campbell stated that they are on schedule. They will have 2 meetings in July.

Mr. Campbell then asked if it would be okay to have Plymouth State come in to the Planning Board meeting in July. Ms. DeStefano felt that she needed to get the request for outlines done and then maybe have them come to the July workshop.

NEW BUSINESS:

Old Town Hall Study Committee – Mr. Capone explained that the Selectmen have set up a committee and they are looking through the HDC for other funding possibilities. They have some people ready to go and look at the options. Mr. Dingman stated that the HDC has offered their help wherever it is needed. He added that the NHDHR has 2 large folders on 2 properties in Bristol: the mica building and the Old Town Hall.

Library – A merger of the main library lot and the lot for the addition is in process. They are discussing with the owner of the white building behind the latter lot about doing a lot line adjustment. It would give the library 65' – 70' along the river for added parking and they would have a stairway to go up. In exchange, the town would supply the white house with 6 parking spaces and a 20' right-of-way between the new parking spaces. He asked if a Lot Line Adjustment would be required and was told that it would.

Mandy Lane – Mr. Capone received more e-mails in regard to expansion of the Bed and Breakfast there. One shows that they are using the barn suite for overflow. The Board agreed that this would be an increase and will require an adjustment of their Site Plan. Mr. Capone will write to the owner to say that they may be in violation of their Site Plan.

NEXT MEETING: The Board discussed the Workshop meeting to be held on July 25th. It was determined to cancel this one as is usually done once in the summertime.

With no other business, S. Favorite made a motion, second by C. Dingman, to adjourn at 8:33 p.m.

Respectfully submitted, Jan Laferriere, recording secretary

