

PLANNING BOARD MINUTES
September 26, 2012

APPROVED:

- AGENDA: CONTINUED SITE PLAN REVIEW, FREUDENBERG-NOK/RENE LEFEBVRE, 450 Pleasant Street, #225-002
PCC: DAVIDSON CAMPGROUND, River Road
PCC: BETH DIXON ---- canceled
SPEAKER: PETER VOORHEES
WORKSHOP: POSSIBLE CHANGES TO THE ZONING ORDINANCE
- ATTEND: Denice DeStefano (Chairman), Dan Paradis (Vice Chair), Phil Dion (Sel. Rep.)
Janice DellaCroce, Elizabeth Seeler, Steve Favorite (alternate)
- ABSENT: Murray Campbell (away), Clay Dingman (working)
- OTHER: Michael Capone (Town Administrator), public, Peter Voohees

The meeting opened at 7:00 p.m. Mr. Favorite sat in for C. Dingman and a quorum was present.

CONTINUED SITE PLAN: FREUDENBERG-NOK/RENE LEFEBVRE

Mr. Lefebvre explained that they hired a professional to re-do the plan based on the previous plan. Ms. DeStefano went over the requirements asked for at the last meeting. These were then checked on for now being on the plan. Mr. Lefebvre did state that they may do 3 drains instead of 2.

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

With no further comments, E. Seeler made a MOTION, second by S. Favorite, to APPROVE THE SITE PLAN FOR FREUDENBERG-NOK/RENE LEFEBVRE. The motion CARRIED.

The Board signed the Notice of Decision and the new plans.

PCC: DAVIDSON CAMPGROUND/JOHN & AMY SOUTHLAND

Ms. DeStefano explained that anything said at a PCC is not binding for either the Planning Board or the applicant. The Planning Board will be as accurate with their information as they determine by what is presented.

Mr. Southland stated that they wish to put in a pool. It will be a 20' x 40' inground and placed near the middle of the property. They will have the same amount of camp sites as they previously had.

It was felt that the Board would need to determine if a pool is a structure or not. Ms. DeStefano read the definition of "structure". Mr. Paradis then read 8.3A.1 of the Site Plan/Subdivision Regulations in which new construction requires Site Plan. It was felt that this could be a Minor Site Plan. Ms. DeStefano then read the requirements for a Minor Site Plan. Mr. Southland pointed out the area where the new pool is to be. Again, Mr. Paradis stated that this is a minor change and the Board agreed. Ms. Seeler mentioned that they have plenty of area to do this.

E. Seeler made a MOTION, second by J. DellaCroce, to APPROVE THE APPLICATION AS A MINOR SITE PLAN FOR THE DAVIDSON CAMPGROUND POOL. The motion CARRIED.

Mr. Paradis explained the process for picking up a Minor Site Plan Application (which can also be found on the town web site). The secretary explained that the next filing date is October 19 for a November 14 hearing date.

PCC: TODD FAHEY/JOSEPH MANCINI/DOUG WAGNER

Again, Ms. DeStefano explained that a PCC is not binding on either the Board or the applicant and the Board will give their best information based on what the applicant brings before them. She mentioned that Atty. Fahey called her to ask to get onto tonight's agenda.

Atty. Fahey stated that Mr. Mancini purchased Unit 6 of the Yacht Club in 2008. The bank is now requiring that they come to the Planning Board as the common area was shown wrong on the plan that was presented and signed. It does not agree with their Condo document.

Mr. Paradis stated that there is a 1-year expiration date. Atty. Fahey stated that he has a revised plan correcting where the shading was done wrong. Page 35 of the Site Plan Regulations was looked at in which Section VIII, 8.3E was read. This section explains the procedure for changes to a previously signed plan. It was determined that this case seems to fall into the minor change category. The secretary explained that the Board shall need a mylar and 4 copies to be signed.

FAHEY PCC:

Atty. Fahey then went over 4 points for approving this:

1. It does not alter any regulatory standard.
2. Nothing changes the use of the Condo's original plan.
3. There is nothing in 8.3 to trigger a full hearing.
4. It does not alter the plan that would affect the abutters or any of the public.

Ms. Seeler mentioned that the Board is not required to read the Condo documents but they are against the plan in this case. It was noted that they will need the mylar and 4 large plans. Mr. Favorite added that the plan will need a signature block and note 11, as shown on the small plan that was shown tonight.

E. Seeler made a MOTION, second by P. Dion, to APPROVE THE CORRECTED PLAN. The motion CARRIED.

The Board will sign the plan at their next meeting, Oct. 10th, if the corrected plans are ready.

PETER VOORHEES

Mr. Voorhees stated that he has a Masters in Planning and has worked 7 years as a planner mostly in urban public transportation. His wife is going for her PhD so they are in Rumney and taking care of a couple of old residences while she does this. He is trying to be useful while they are here. When asked, Mr. Voorhees stated that he was contacted through Plymouth State College when they were asked if any help could be found for Bristol's Master Plan update. Mr. Voorhees stated that Ms. DeStefano had emailed him an outline of what you were looking at.

It was explained to Mr. Voorhees that our Master Plan is due for an update but we have only a small amount of money so will have to accomplish this in stages with a combination of resources. Mr. Voorhees suggested that the Board use the website as much as possible. He added that Meredith formed committees and held one big meeting to identify the key subject areas. Mr. Voorhees suggested that we might wish to do this and, if so, should get the notification of the meeting out in various ways.

Mr. Paradis asked if Mr. Voorhees is familiar with the Planning Commissions in NH; stating that we have 12 Districts. He continued to say that the last time that we updated the Master Plan, we asked the public and then made up 4 groups of volunteers to work on 4 sections. We had hoped to revise one a year but have only been able to do a new Recreation section since.

Mr. Voorhees mentioned that our most detailed section appears to be the Downtown. Mr. Paradis stated that a lot of the language was carried down from the previous Master Plan with only updated changes made. As to the Downtown, some of that is already happening so we feel that we should leave that to last until the work there is completed.

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PETER VOORHEES continued:

Mr. Paradis also mentioned that we have been discussing the addition of a Town Facilities chapter. Mr. Voorhees was then asked how much time he has to help and for what cost. Mr. Voorhees answered that he could be available for 10 hours a week comfortably (maybe bumped up to 20 hours if absolutely needed). As to the cost, it would depend on what he is needed to do. Ms. DellaCroce mentioned that we are looking about a survey first and it has been suggested that we might want to include some of the local youth by distributing in the school system perhaps. Ms. DeStefano felt that we might be able to use assistance in the questions asked. Mr. Paradis suggested that Mr. Voorhees be given a copy of the last survey that we did (Mr. Capone will do that). Ms. DellaCroce asked if a survey is the logical first step and Mr. Voorhees answered that it is.

Mr. Paradis stated that the State only requires a Vision and a Land Use chapter per RSA. Ms. DellaCroce mentioned that the State OEP has a sample Master Plan on line that is very good. Mr. Paradis stated that RSA 674:2 and 3 deal with this.

Mr. Paradis asked how long Mr. Voorhees expects to be in the area and was told that he will definitely be here through next fall. He and his wife work for a museum and are taking care of two of the Mary Baker Eddy houses. Mr. Voorhees was thanked for coming in to talk with the Board.

MINUTES OF SEPTEMBER 12, 2012:

It was explained that these were not e-mailed out due to a glitch in the computer. The Board looked over the hard copies distributed this evening and the following clarification was made: Page 3, last line, following “without” insert “need for”.

E. Seeler made a motion, second by S. Favorite, to approve the minutes as corrected. The motion carried.

WORKSHOP:

Ms. DeStefano read e-mails from Mr. Dingman (offering his support in anything needed) and Mr. Campbell (who is interested in Building Codes). The Board went over the list that Ms. DeStefano had supplied. Ms. Seeler is to do Special Exceptions in the Industrial Zone (re: retail sales), Definition of “structure” 6’ fence changes, wineries and Restaurants in the Rural District. Building Codes will be up to Mr. Campbell. Mr. Dingman is to do Architectural Standards language. Ms. DellaCroce will do RV’s on a lot. Mr. Paradis will do Shoreland Protection and impervious surfaces. Ms. DeStefano will work with Mr. Dingman’s Historic report for Demolition Review.

Mr. Capone is to speak with the Fire Chief concerning sprinkler systems. Code Enforcement Officer will be changed to Land Use Enforcement Officer through-out the Ordinance.

WORKSHOP continued:

A discussion was held as to the need of Special Exceptions and these were left as they are for now. Ms. DeStefano asked for first drafts of the assigned projects for our 10/10/12 meeting, if possible.

PCC: ELIZABETH SEELER:

Ms. Seeler stated that her tenants for her Industrial building on Danforth Brook Rd. have vacated. The 2 partners did vehicle fabrication but have had a falling out and left leaving a mess. She has just received a call from a man that would like to lease the building for an Auction House. He would store items and then hold an auction twice a month on a Saturday.

The Board searched the uses for the Industrial District and felt that this falls under Retail Sales which needs a Special Exception. She would also need a Site Plan (probably a Minor one). As Ms. Seeler is afraid of losing this client, she asked for a joint hearing of the two boards. It was felt that, if the Planning Bd. and ZBA Chairmen agree to a joint hearing, that Nov. 14th would be the earliest meeting that this could be held. Otherwise, the Special Exception will be on Nov. 20th and the Site Plan Dec. 12th. The secretary will e-mail the ZBA about holding a joint hearing.

REPORTS:

HDC: Ms. DeStefano read the e-mail from Mr. Dingman. He will be filling out forms for the CLG grant (and will ask the Town Administrator for help). The deadline for these is October 30, 2012.

Selectmen: Mr. Dion reported that the bid for the Library has been awarded to CCI. They are to try to start next week. As to Downtown, John Lyman & Sons is to do the work and are waiting approval from DOT. They hope to get a start this fall; the whole project is to be complete by June 15, 2013. When asked, the Board was told that the library will be heated by gas and that there is to be no basement.

CIP: Mr. Campbell was absent.

NEW BUSINESS:

Mr. Capone asked if anything is needed for the Laundromat to move to where Video Choice is. As it is one permitted use to another, it is okay.

Mr. Capone then stated that, with the Town boundary line adjustment, RSA414:A requires comments from the Planning Board and the Conservation Commission regarding the right-of-way change and then the Selectmen must hold a public meeting before it can be complete. The Planning Board agreed that they were fine with the new right-of-way.

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OLD BUSINESS:

Ms. DellaCroce asked if the Parkhursts have been reminded that they must come in. This is in process.

Ms. DellaCroce also asked about the trailers at Bond Auto. It was thought that these are being used only until they finish the building. It was felt that they need Planning Board approval for these.

NEXT MEETING:

The next Planning Board meeting will be held Wednesday, October 10, 2013 at 7:00 p.m. On the agenda so far is a Minor Lot Line Adjustment for James & Linda Lee and George & Sheila Bruckert, and a PCC for Li Zhao Gaudet.

With no other business before them, S. Favorite made a motion, second by P. Dion, to adjourn at 9:50 p.m.

Respectfully submitted,
Jan Laferriere, recording secretary