

PLANNING BOARD MINUTES
April 10, 2013

APPROVED as amended & clarified:
4/24/13 __jrl_____

AGENDA: PCC: GEORGE LONGO
PCC: PAT'S PIZZARIA
PCC: JASON NORTH
PCC: BOAKE MORRISON
WORKSHOP: MASTER PLAN/SURVEY

ATTENDING: Denice DeStefano (Chairman), Dan Paradis (Vice Chairman), Murray Campbell, Janice DellaCroce, Clay Dingman

ABSENT: Elizabeth Seeler (working), Steve Favorite (Alternate – away; FEMA); the Selectman's Representative has not been appointed yet.

OTHER: Michael Capone (Town Administrator), Pat Legare, Boake Morrison, Jason North

The meeting opened at 7:00 p.m. with a quorum. Ms. DeStefano read the procedure for PCCs.

PCC: GEORGE LONGO - NO SHOW

PCC: PAT LEGARE, PAT'S PIZZARIA

Mr. Legare stated that he would like to change the second floor from an apartment to additional seating and a lounge. There are two egresses on that floor. Ms. DellaCroce asked about his liquor license and Mr. Legare answered that he will have to change it with the State. He added that he has thought of adding French doors on the upper porch. This is in the Downtown Commercial and Historic Districts. Mr. Dingman stated that he would only need to come to the Historic District Commission for the front facade.

Mr. Paradis stated that all types of restaurants are allowed here. Ms. DeStefano then read the requirements for a Site Plan. Ms. DellaCroce stated that he is increasing seating which is an expansion of use. Mr. Paradis said that he is not changing the use however and Downtown does not have any parking restriction. We have no jurisdiction for expansion of use.

Mr. Legare has spoken with Fire Chief Yannuzzi, he stated. Ms. DeStefano felt that he only needs to comply with Chief Yannuzzi and any regulations of the State. Ms. DellaCroce asked if he would be changing hours and Mr. Legare answered that he may want to in the summer but is open until 10:00 p.m. presently and that may be enough. Mr. Paradis stated that we only require Site Plan if the gross floor area changes, not the use. We may want to clarify this in the future (section 3B and 4 in Site Plan Regulations).

Ms. DeStefano stated that Mr. Legare does not need to come before this Board and that he should work with Chief Yannuzzi and the State.

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PCC: JASON NORTH

Mr. North stated that they have the Child Care on Peaked Hill. They would like to expand the number of children, moving from the house to a two-story building in back which used to be an antique store at one time. The Child Care would only be on the 1st floor.

Ms. DellaCroce asked about the number of children and was told that they have 16 now and would increase to 24. They are in the Rural District. They will not be changing the size of the building. Ms. DellaCroce asked if the State has visited the Site. Mr. North answered that they have already been out to see it. He has also spoken with Chief Yannuzzi, he added.

Mr. Paradis stated that the parking seems to be satisfied. Ms. DellaCroce asked about 4.14 that allows for only one primary residence on a lot. Mr. Paradis felt that this would not constitute a second residence. Mr. North asked, if in the future, they wanted to turn it into apartments, what then? Mr. Paradis stated that it would not be allowed.

The Board discussed the parking and determined that there was plenty of space. Ms. DeStefano stated that Mr. North needs nothing from this Board but must work with Chief Yannuzzi and the State.

PCC: BOAKE MORRISON

Mr. Morrison wishes to put up a hay barn on the air strip property. This would be a canvas building on a slab and is not a stationary building. It is in the Industrial District. Mr. Paradis felt that it still comes under the description of structure, which is anything attached to the ground. Mr. Morrison stated that Alexandria and Vermont treat these as temporary. Ms. DeStefano asked how it is anchored and Mr. Morrison answered that it is attached to blocks that weigh 2 ½ tons and the rafters add more weight.

Mr. Paradis then read the Zoning Ordinance definition of Structure. The Board felt that this building falls under that. Ms. DeStefano stated that he will need a Site Plan. She then read the requirements for a Minor Site Plan. Mr. Paradis stated that the Board can waive up to 400' but this is more than that. He asked if it would be near any of his abutters. Mr. Morrison said no.

Ms. DeStefano stated that he would need a Minor Site Plan and the secretary explained that he would need to have everything in by this Friday in order to meet the May 8th hearing date. Otherwise, it would be a June hearing. He was told to see Christina tomorrow or Jan on Friday for any help he might need.

MINI-HORSES:

Mr. Paradis mentioned that he and Ms. DeStefano received an e-mail this week to determine if mini-horses are considered farm animals. They both feel that this is not something that they should be interpreting as it is a Zoning issue. Ms. DeStefano did say that she feels that they are still horses. Mr. Paradis added that he feels that the town officials should determine this and then if the applicant does not like the decision, they can appeal to the Zoning Board. Mr. Capone stated that this is something that we might want to ask LGC (Legal Government Center) and he will do so. The Zoning Ordinance area that the Board may want to look at for clarification is Article IV, Section 4.2.

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MINUTES OF March 27, 2013:

M. Campbell made a motion, second by J. DellaCroce, to approve the minutes as read. The motion carried.

WORKSHOP: MASTER PLAN/SURVEY

Ms. DeStefano explained that she and Mr. Capone met with Lakes Region Planning Commission (LRPC) last Friday. She had given out an outline previously and then distributed samples of surveys for the Board to look at. She would like the Board to review the Master Plan chapters and come up with questions for the survey. We need to keep in mind any new chapters, such as Town Facilities, as well. Mr. Paradis stated that the RSA states that we should begin with a Vision chapter and then Land Use which is the basis for all other chapters.

Ms. DeStefano stated that we need to determine how to distribute the survey. LRPC was not keen on doing it electronically. We could mail it again, possibly using self-mailers, she added. A discussion followed. Ms. DeStefano felt that we could combine the voter list with the taxpayers list. Mr. Capone stated that he will see if this can be done electronically.

When asked about our funding, it was determined that last years \$5,000. goes to LRPC for gathering and compiling the results of the survey. The cost for mailing will come out of this years \$8,000.

Mr. Dingman stated that he received approval today for two CLG grant applications. These may need a match if finally approved (in 2014). He asked for \$4,000 and has to have the applications in by Mid-May. One of these is for the re-write of the Historic Section of the Master Plan.

Ms. DeStefano brought the Boards' attention to the outline, 3rd bullet under the 3rd square for April-May 2013. This mentions possible new chapters of which we may want Energy as well as Town Facilities. Mr. Paradis read RSA674:2. Mr. Dingman thought we might want to work on the Survey through May and then work on the new sections. Ms. DeStefano wants the Board to develop questions of the current sections first. Mr. Campbell mentioned that we may not get any input from the towns-people on some of the questions which would show us that they have no interest in those. Ms. DellaCroce said that the Planning Board still needs to maintain Vision.

Mr. Dingman asked about a section on Viewscapes. He added that he is willing to take on 1 or 2 current chapters and then 1 or 3 new ones. He felt that we should do the Vision chapter together.

Ms. DeStefano assigned the Vision chapter to everyone and asked them to come up with their questions for discussion at our next meeting. Mr. Campbell asked about the Town Offices, Police Station, Fire Station, etc. and Ms. DeStefano stated that they will come under the new Town Facilities chapter.

MASTER PLAN/SURVEY continued:

Mr. Dingman volunteered to do the Historic chapter as well as one on Viewscapes and on Community Design. Mr. Paradis will do Energy, Mr. Campbell will take the Town Facilities. Ms. DeStefano felt that we should ask Mason Westfall and the Conservation Commission to look at the Conservation section. Ms. DellaCroce will do the Recreation section, and all will work on the Downtown Section last. Ms. DeStefano felt that the Board should also look at the 2008 Design Charrette when forming their questions. She added that we might want questions dealing with current zoning and folks' willingness to pay for certain projects. Also, we might want something like allowing more commercial on 3A towards Hill. We also might want some additional information such as whether the answers are from full or seasonal residents, age information (in segments).

Mr. Campbell stated that we have been shown previously that we should think about Rural being kept that way so as to keep folks coming into the Downtown area. Mr. Paradis felt that we might give them choices such as "where would they like Industrial or Commercial Zoning.

Ms. DeStefano requested the Board to work on their assignments for next meeting. She felt that the survey needs to be out in June as LRPC will be free to work on the results in July and August. Mr. Paradis asked if the questions should be multiple choice and Ms. DeStefano stated that they should be as much as possible. Ms. DellaCroce volunteered to try to get the mailing list.

CORRESPONDENCE:

Ms. DeStefano read the DES invitation to the Annual Drinking Water Source Protection Conference. There was also a DES Swimming Pool at Davidson's Campground permit, a DES Freudenberg oil spill report, a ZBA Variance Hearing notice in Sutton Mills for a wireless tower, and the list of 2013 land use permits to date.

REPORTS:

HDC: Mr. Dingman reported that the HDC met last night and is working on possible changes to the Historic Section of the Zoning Ordinance. They received the RFP approval and must submit by April 19th. They have also the approval of submitting the two projects that Mr. Dingman mentioned earlier.

Selectmen: Mr. Capone stated that they have not selected the 5th Selectman as yet and are waiting for this to be completed before assigning the representatives to the various Boards. The Board expressed that they feel that the Police are doing a great job in keeping the traffic flowing Downtown.

CIP: Mr. Campbell stated that the CIP will meet next Tuesday for the first time this year. He asked the secretary to notify the members when she comes in Friday.

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OTHER BUSINESS:

Viewscapes: Mr. Dingman stated that he contacted the forester that had offered help with a viewscape map of Bristol. He stated that the money he has does not allow for that but we can hire him if we like.

NEXT MEETING: The next Planning Board meeting will be held Wed., April 24th at 7:00 pm, and is a Workshop.

Mr. Paradis suggested that we e-mail our questions before this meeting so that everyone can look them over.

With no other business, Mr. Dingman made a motion to adjourn at 8:50 p.m.

Respectfully submitted,
Jan Laferriere, recording secretary