

PLANNING BOARD MINUTES  
May 8, 2013

**APPROVED as amended & clarified:**  
**5/22/13 \_\_jrl\_\_\_\_\_**

AGENDA: PCC: MIKE CAPSALIS, JOE SANTAMARIA, ALAN BARNARD  
PCC: MATT HUGHES --- NO SHOW  
WORKSHOP: MASTER PLAN/SURVEY

ATTENDING: Denice DeStefano (Chairman), Dan Paradis (Vice Chairman), Joe Denning (Sel. Rep.),  
Murray Campbell, Elizabeth Seeler, Steve Favorite (Alternate).

ABSENT: Clay Dingman (conflict), opening for one member.

OTHER: Michael Capone (Town Administrator)

The meeting opened at 7:00 p.m. with a quorum. Mr. Favorite sat in for Mr. Dingman and Ms. DeStefano welcomed Mr. Denning to the Board.

**PCC: MIKE CAPSALIS, JOE SANTAMARIA, ALAN BARNARD**

Ms. DeStefano explained that a PCC (Preliminary Conceptual Consultation) is not binding on either the applicant or the Board. The Board will give their best information based on what is presented this evening. She also stated that her husband's Real Estate business is handling this sale and asked if anyone wished that she step down. All were okay with her continuing this evening.

Mr. Barnard presented an unfinished drawing and stated that the applicants are looking to subdivide the property (Lake St., #216-100) into 4 lots, two on Lake Street and two on North Main Street. These are all in the Village Commercial district. There is a residence and an office building on the property now. The office building will be kept on one lot; the house will be an antique outlet.

Mr. Barnard mentioned the parking which is partially in front of the buildings. He stated that this is due to the buildings being so far back from the road and the septic location. He still needs to look into whether parking can be placed within the State setback, so this is not completely settled as yet. They must do 2 test pits and will have lighting on the house. He knows that they will need to do the subdivision and also a site plan for the house.

Mr. Capsalis and Mr. Santamaria stated that they will keep the house and rehabilitate it. They expect to have it opened as an antique store from May to Christmas. They will have no lighted signs or lighted parking lots. Mr. Santamaria stated that they will be updating the sign.

In reference to the parking, Mr. Paradis mentioned that the Board has accepted some parking in front due to special circumstances. There will need to be more research done as to setbacks. When asked, Mr. Capone stated that they do not need a permit to clear away junk.

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**PCC: CAPSALIS/SANTAMARIA/BARNARD continued:**

Mr. Capsalis stated that the antique business is estimated at 10 people at a time as most and with approximately 5 cars. He then asked about the fence that the boat shop was required to place between their property and this one. He added that they would prefer not to have a fence there. It was explained that a buffer is required between a business and a residence but, since this is to be a commercial business now, Ms. Seeler stated that it was no longer a requirement.

Mr. Barnard felt that the biggest issue here is probably the parking for the house (the office parking will stay as is). Mr. Capsalis stated that they may put in security cameras. Ms. DeStefano asked the hours of operation for the antique business and Mr. Capsalis stated that they will probably open around 9:00 am and close at 5:00 or 6:00 pm. Ms. DeStefano stated that, if they close after dark, they will need some lighting outside. Mr. Capsalis stated that he might then want something low.

Mr. Barnard stated that he will take photos for elevation where they do not intend to change the buildings. Mr. Capsalis mentioned that they are on town water. The two North Main St. lots will be anything that is allowed in the district; they are just looking at residential right now. Mr. Barnard asked about input from the Fire Chief and it was explained that all departments are asked for input with the applications.

**PCC: MATT HUGHES --- NO SHOW**

**MINUTES OF APRIL 24, 2013:** There was only one amendment made: Page 2, 4<sup>th</sup> paragraph from the bottom, second line, replace "Izzard" with "Izard".

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

**WORKSHOP: SURVEY**

The Board then addressed the draft of the survey that Mr. Dingman had prepared.

#1 & 2. Mr. Paradis suggested that we might want to make these a scale of 1 to 5 with 5 being the highest. The Board agreed. It was thought that "Water/Sewer" should also be added.

#3, 4, & 5. "Capital Improvement Plan" should read "Capital Reserve". It was agreed that we should eliminate the funding issue as written. It was thought that it would be better to ask "how do you favor funding of town facility expansion in the following?" Mr. Denning mentioned that we might want to ask if it is necessary to own the town office building or should be rent. Mr. Campbell felt that Capital Reserve accounts are not understood and the Board felt that the answers would show whether or not we need to educate more.

#6. Fine as is.

#7. Replace "allow" with "encourage"

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**SURVEY continued:**

#8 & 9. Fine as is.

#10. It was thought that b. should be eliminated as it is too soon to ask about the downtown changes needed after the project that is in process. a. and c. should be two separate questions. A discussion about building codes followed and Mr. Paradis explained that it would mean that Bristol would adopt the State Building Code and its enforcement where now, the State must do the enforcing.

#11. g. & h. should be combined into one. In the last section on page 3, eliminate c. and do the same with the first section on page 4.

#12. Add "Preservation of ridgelines.

#13. Eliminate a. through h. (addressed elsewhere). In i., replace "Power Boats" with "trailer access". In j., replace "Non-Power Boats" with "car top access".

#14. In g., add "/restaurants. Also add "Independent/Assisted Living.

#15 & 16. Fine as is.

#17. A discussion was held as to the difference between Industrial complexes and Manufacturing businesses. Ms. Seeler explained that a complex would be a large facility where manufacturing is smaller. It was determined to remove Industrial complexes and fill in with Wind farms.

#18 through 24. Fine as is.

#25 and 26. Make these "yes, no, undecided/no opinion. Also, eliminate the line "No opinion" that is shown.

#27. In a. and c., change "inadequate" to "adequate". Eliminate b. and d. In e., replace "reestablishing a" with "updating the". In f., replace "improvements" with "in regard". Eliminate i. through v. Add "permanent seating on the banking along North Main St." with similar wording as e. Add "dog park". Ms. Seeler suggested limited parking at the beach and it was suggested by Mr. Denning that it might be better to look into angled parking. Ms. DeStefano felt that it should be kept in mind that emergency vehicles need to be able to get through.

#28. In a. replace "files" with "falls". In b., replace "near downtown" with "along the Newfound River in the Downtown area." Add River Walk.

#29, 30, & 31. Eliminate.

#32. Following "our town" insert "response to our survey".

#33. Use language similar to that in #32.

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**SURVEY continued:**

#34 – 38. Fine as is.

#39. Eliminate.

Ms. DeStefano state that she will get these changes to Mr. Dingman and, she added, that Janet Cote is doing Conservation Commission questions and we should have them by our next meeting.

**COMMUNICATIONS:**

An LRPC public meeting for May 7<sup>th</sup> was noticed (the Chair had been notified of this via e-mail previously). The LRPC 2013 Annual Report was received and the secretary will e-mail it to everyone. The new listing of permits will be held in the office along with the Town & City magazine. There was also a DES Approval for Operation for West Shore Yacht Club #1 & #7.

**REPORTS:**

**Historic District Commission:** Mr. Dingman sent an e-mail stating that their next meeting will be held May 14<sup>th</sup> and they will continue to work on any necessary updates to the ordinance (Historic section). They have been awarded CLG grants: one for the online survey form update and the other for the historic property surveys themselves. This work has begun. The 2013 CLG grant application is due by next Wed., May 15<sup>th</sup> and Mr. Dingman is working on completing that. He will be asking for an amount for the historic resources chapter of the master plan as well as some money for additional historic property surveys.

**Selectmen:** Mr. Denning had to leave before this part of the agenda.

**Capital Improvements Plan:** Mr. Campbell stated that the committee visited 4 departments so far. They are to meet with the Selectmen on Thursday, May 16<sup>th</sup>.

**OTHER:**

Mr. Favorite asked the status of the downtown project. Mr. Capone answered that the last schedule he has for a completion date is July 2<sup>nd</sup>. Some paving will still need completion after that. Mr. Paradis asked what the sidewalks will consist of and Mr. Capone stated that they will mostly be poured concrete and be completed in June. Mr. Favorite asked if any wiring is being laid for any future stoplight and Mr. Capone did not know.

**NEXT MEETING:**

The next Planning Board meeting will be on Wed., May 22<sup>nd</sup> and will be a Workshop meeting.

With no other business, E. Seeler gave a motion to adjourn at 9:20 p.m.

Respectfully submitted,  
Jan Laferriere, recording secretary