

PLANNING BOARD MINUTES  
December 11, 2013

**APPROVED as amended and clarified:**

**1/8/14\_jrl\_\_\_\_\_**

AGENDA: 13MSPR01, MINOR SITE PLAN: ANSON & GERALDINE SMITH, 16 Central St., #114-122  
PCC: TERRY ADAMS  
PCC: ELIZABETH SEELER  
WORKSHOP – NANO BREWERIES/101 LIFE SAFETY CODE

ATTENDING: Denice DeStefano (Chairman), Dan Paradis (Vice Chairman), Clay Dingman, Elizabeth Seeler

ABSENT: Joe Denning (Sel. Rep. – ill), Steve Favorite (away), opening for two members and up to 4 alternates.

OTHER: Michael Capone (Town Administrator), Anson Smith, Terry Adams, public

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

**MINOR SITE PLAN REVIEW: ANSON & GERALDINE SMITH**

The secretary read the application, list of abutters notified, where the hearing was advertised, and stated that no telephone calls or written responses were received. There were comments from Department Heads which were given to the Chairman. Mr. Paradis explained that there are two parts to a hearing: one to accept the application as complete, the other for approval or denial.

Mr. Smith explained that there will be no change in the height of the roof line. The Board then went through the checklist. There was only one copy available to be signed. The Board felt that they had enough copies to submit for signature.

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

Mr. Smith explained that he would have 2 apartments (2<sup>nd</sup> and 3<sup>rd</sup> floors) and either 2 commercial units or 2 apartments on the 1<sup>st</sup> floor. Abutter, Ernest Adams questioned parking and fire escapes as the building covers the entire lot. Mr. Paradis explained that the Board would be dealing with these. Ms. DeStefano asked Mr. Smith to explain his plan for the benefit of the public who were not present at the PCC and Mr. Dingman asked specifically about what his plans are for the exterior of the building. Mr. Smith explained that he intends on using the same ridge line of the roof but to raise the pitch. The roof will be asphalt shingles. He had submitted a diagram in which he showed the proposed line and an alternate line. He stated that it is to be vinyl sided. Mr. Dingman discussed the possibility of cement board and for Mr. Smith to consider the surrounding buildings. Mr. Smith then continued by saying that the window locations on his plan are tentative depending on applicability and view. Mr. Dingman asked about the decks out back (which overhang the neighbors' property at present). Mr. Smith plans to work this out with KTZ Hydro (the abutter).

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**SMITH MINOR SITE PLAN continued:**

Ms. DeStefano read the Department Head comments:

Highway – pitch and type of roofing due to possibility of snow dropping into the street.

Fire – needs to have sprinklers.

Water – Need to apply for 2 more units and an upgrade of pipes as ¾” will not accommodate 4 units or sprinklers.

Land Use – Concern about decks if they are replaced or removed and that the size be unchanged if replaced.

Ms. DeStefano brought up the subject of parking. Mr. Paradis stated that there is no problem if the new units are commercial as they are allowed to use the Square parking. He read 4.5B, page 18 of the Zoning Ordinance and then said that Mr. Smith would be grandfathered for 2 spaces. He can speak to the Selectmen and ask for parking spaces which would cover for one year but then it would have to come before the public for a vote after that. Mr. Adams stated that the red building across the street from Mr. Smith had to show 4 spaces on their property.

Ms. DeStefano read 4.5F, page 20, of the Zoning Ordinance concerning parking for commercial units. She then stated that Mr. Smith will need sprinklers and service upgrade, parking agreements, and an agreement with KTZ Hydro. Mr. Dingman asked if we want written agreements for parking and KTZ Hydro and the Board said yes along with something from the Fire Chief saying that a second egress is not needed when they have sprinklers. Mr. Dingman then asked if we get parking done now as Mr. Smith is looking at several options. Ms. DeStefano stated that Commercial units do not need any. As to the Residential units, she would suggest that Mr. Smith ask for the maximum amount he might need. Mr. Paradis mentioned that the 3<sup>rd</sup> floor is an expansion of use. Again, Mr. Dingman asked that Mr. Smith consider the other buildings in the neighborhood when doing the outside of his building, which is quite old and has a history.

E. Seeler made a MOTION, second by C. Dingman, to CONTINUE THIS HEARING TO JANUARY 8, 2014. The motion CARRIED.

Mr. Smith was told that, if he could not get everything needed by Jan. 8<sup>th</sup>, he could contact the secretary to continue to our Feb. meeting.

**PCC: TERRY ADAMS**

Ms. DeStefano explained that a PCC is not binding on either the applicant or the Board and she advised that no financial expenditure be made based on it. Ms. Adams stated that they would like to change the wooden sign, presently on the property, to an internally lit sign. The Board explained that we do not allow internally lit signs and Ms. DeStefano pointed out 4.11, page 24 of the Zoning Ordinance which describes sign regulations and the Board looked at it. Mr. Paradis also mentioned specifically 4.11.E which he read. Ms. Seeler emphasized that the Planning Board could grant a conditional use permit at a Site Plan hearing. She added that the requirement for not having interior lit signs was due to light pollution.

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**PCC: ELIZABETH SEELER:**

Ms. Seeler explained that she has a 40' x 70' building with 4 employees. She has placed No Parking signs in the front of that building as the required temporary fence was taken down by the snowplow. She now has a possible tenant who wishes to rent ½ of the building for his mold and cleaning business. There is plenty of parking available to the sides of the two buildings. The building in question has two sections (only one is used at present). Previously she was anticipating two and the Fire Chief had required a wall. She put that in along with separate meters for electricity. She plans to now put in 2 furnaces and tanks. She asked what she needs to do.

Ms. DeStefano read the requirements needed for a Site Plan and for a Minor Site Plan. Mr. Paradis read about Planning Board waivers. As Ms. Seeler is not changing any of the sites, it was felt that this situation would call for a waiver. The Board agreed, stating that it is unfair to ask an applicant to have a Site Plan every time they were able to change from 1 business to 2 or back again. Ms. Seeler stated that this business would also have 4 employees and that the other building had been originally done, via Site Plan, for 3 businesses but 2 have now left so she only has one who has expanded into the other sections. She then wrote up a request for waiver.

C. Dingman made a MOTION, second by D. Paradis, to WAIVE SITE PLAN FOR MS. SEELER AS REQUESTED. The motion CARRIED.

**MINUTES OF NOVEMBER 13, 2013:**

The following amendment was made: Page 1, under the PCC for Anson Smith, 5<sup>th</sup> line, delete "Mr. Smith stated that he intends to put in a sprinkler system." as it is repetitious.

E. Seeler made a motion, second by D. Paradis, to approve the minutes as amended. The motion carried.

**WORKSHOP:**

**Nano Breweries –**

Ms. DeStefano stated that she has been unable to find any more definitions. Mr. Paradis came up with a simpler version than the one which Ms. DeStefano had previously submitted. The Board agreed that this would be better. They also determined that Nano Breweries would be allowed in the Village Commercial, Downtown Commercial, Corridor Commercial, Rural, Lake, and Industrial Districts. They would not be allowed in Village Residential, the Pemi-Overlay, or the Wetlands Conservation Overlay Districts.

C. Dingman made a MOTION, second by E. Seeler, to APPROVE THE NEW WORDING AND BRING IT TO PUBLIC HEARING ON JANUARY 8, 2014. The motion CARRIED. Ms. DeStefano will write it up.

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**WORKSHOP continued:**

**Fire Safety –**

The Fire Chief had a change request for 4.21 Fire Safety Requirements of the Zoning Ordinance. The Board looked at the two suggested changes and determined to us Suggestion A.

C. Dingman made a MOTION, second by E. Seeler, to BRING SUGGESTION A. FOR FIRE SAFETY REQUIREMENTS TO PUBLIC HEARING ON JANUARY 8, 2014. The motion CARRIED.

**Master Plan Survey -**

Mr. Dingman stated that he has not heard from Mike Izard, LRPC. He has learned that the Historic Resources grant requires that it go out for bid. A discussion followed as to the LRPC contract. Mr. Capone will check on this. Mr. Dingman will then contact Mr. Izard and he will also put the sure data of the survey together and submit it for the town web site.

**Architectural Standards –**

Ms. DeStefano placed these for discussion at our next meeting and asked the members to look them over in the meantime. Mr. Dingman volunteered to try to make them more general.

**CORRESPONDENCE:**

There was a reminder that Town Reports for all Departments is due by Jan. 3<sup>rd</sup>. Also, a notice from the Registry of Deeds as a reminder of what needs to be registered. The secretary will take care of this.

**REPORTS:**

**HDC** – Mr. Dingman stated that they did not meet.

**Selectmen** – Mr. Capone stated that Mr. Denning is ill this evening. He then reported that he would like a copy of the Site Plan/Subdivision regulations so as to address the changes needed to be updated to what the Highway Supervisor now requires before taking over roads. The secretary will e-mail this to him. Mr. Capone then asked when the Board would like to have Attorney Waugh come in for the annual law updates. The Board would like to see if he can make their Feb. 26<sup>th</sup> meeting.

**CIP** – They do not meet again until after March town meeting unless the Budget Committee asks to have them come in once more.

**OTHER:**

The secretary asked about grandfather requirements. She was under the impression that grandfathering was lost once a change is made to a building. The Board felt that there were 2 apartments in the building so those would remain grandfathered.

With no other business before the Board, C. Dingman made a motion, second by E. Seeler, to adjourn at 9:15 p.m.

Respectfully submitted,  
Jan Laferriere, recording secretary