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**PCC: TOM LEMIEUX**

Ms. DeStefano reminded everyone that a PCC is not binding on either the applicant or the Board.

Mr. Lemieux explained that they are to rent 28 Central Square (the left side as you face the building which is next door to Pat's). They wish to have a gourmet coffee shop, with bakery items, from 6:00 a.m. to 2:00 p.m. during the week and, on Friday and Saturday nights, open again at 6:00 p.m. until 11:00 p.m. in the large back room as a live jazz club with beer and wine.

Mr. Paradis asked if they intend on having any outdoor seating. Mr. Lemieux stated that they hadn't thought about that but it would be nice to have a couple of tables in front once they replace the awning. Ms. Lemieux added that they have chosen historic colors in shades of brown.

Mr. Dingman explained that he is Chairman of the Historic District Commission and asked if they have the guidelines for the District. The Lemieux's answered that they received a large package of things from when they went in for a sign permit. Mr. Dingman gave them a copy just in case they do not have these guidelines. As to the sign, Mr. Lemieux stated that he intends to carve the sign to make it dimensional and Mr. Dingman said that the Commission looks on these type of signs favorably. He added that they do not oversee colors. For their information, Mr. Dingman stated that this building was erected in 1907.

Ms. DeStefano read the requirements for a Site Plan. Mr. Lemieux stated that they may want exterior lighting for the sign. The Board explained that they would need to come to the Planning Board for that and Mr. Dingman mentioned that it would just need a Minor Site Plan for the lighting. Ms. Seeler cautioned that they might want to be sure that their awning does not interfere with their proposed lighting. Ms. DeStefano added that the lights should be down lit.

The Board concluded that they can open their establishment now as it is an allowed use and nothing is changing to the outside of the building. However, they will need a Minor Site Plan when they are ready to do the lighting and they will need to see the Select Board about any sidewalk seating. Ms. Schneider felt that it would be a nice thing to do now that the Square looks so nice. Mr. Dingman welcomed them and Mr. Paradis asked if they will have bakery items. Ms. Lemieux stated that they will along with the coffee. Mr. Lemieux added that they will be using locally roasted (NH) coffee and hope to open at the end of May or early June.

**MINUTES OF APRIL 9, 2014:** The following amendments and clarifications were made: Page 1, last paragraph, next to last line, delete "specified" and insert "designated". Page 2, 1<sup>st</sup> paragraph, 2<sup>nd</sup> line, replace "he" with "Mr. Smith". Last sentence in that same paragraph, correct "precedence" by replacing with "precedent". Under Gary Archibald, 2<sup>nd</sup> paragraph, 3<sup>rd</sup> sentence, change to read "There are 5 apartments in the main house now and a trailer on the site

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**MINUTES continued:**

which is in use (1-3 bedroom and 5-2 bedrooms).” Continue in the next sentence and replace “5” with “8” and delete the last sentence. Next paragraph, 4<sup>th</sup> line, delete “it” and following “all” insert “of the parking”. 6<sup>th</sup> line, delete “pretty tight” and replace with “a challenge to find enough space.” Page 3, Architectural Standards, 1<sup>st</sup> paragraph, 3<sup>rd</sup> line, change “suggestions” to read “suggesting architectural changes up until now.” Delete the last sentence of that paragraph and, following “consistency” add “and can be waived by the Planning Board in certain circumstances.” Page 4, 2<sup>nd</sup> paragraph, before “survey” insert “recent town public opinion”. Under Selectmen, 2<sup>nd</sup> line, following “parking” insert “requirements in Zoning”. 4<sup>th</sup> line, replace “something” with “some direction”. Under Issues to Discuss, 2<sup>nd</sup> line, replace “take” with “discuss” and replace “feels that we should” with “feels and we should”.

C. Dingman made a motion, second by D. Paradis, to approve the minutes as amended. The minutes were approved with one abstention.

**ARCHITECTURAL STANDARDS:**

Mr. Paradis mentioned that in paragraph 1, a reference should be made to Section 8.2 with the adoption of that language. Also, in the 3<sup>rd</sup> paragraph, he felt that the word “intended” in the first sentence be eliminated. Ms. DeStefano added that the Board needs to look over this document for any words that may need defining. Mr. Dingman will make the 2 minor adjustments.

C. Dingman made a MOTION, second by E. Seeler, to BRING THE ARCHITECTURAL STANDARDS, AS AMENDED, TO A PUBLIC HEARING ON MAY 28<sup>TH</sup>. The motion CARRIED.

**MASTER PLAN:**

The Board felt that the Vision section must be looked at for updating. Mr. Paradis added that this is needed especially since the changes to the Library and the Downtown Square. Ms. DeStefano asked what funds we have left for this. It was thought that somewhere around \$6800 with about \$1370. Of it for the town share of the Historic update). Ms. DeStefano stated that this leaves us with somewhere around \$5,000. Mr. Paradis explained that Don Martin originally wrote this section and then the Board added their comments. Mr. Dingman mentioned that we might want to run it by LRPC (Lakes Region Planning Commission). Mr. Paradis also felt that we need to look at the Land Use section. Following discussion, Ms. DeStefano felt that the Board would have LRPC here about the Land Use section and we can do the Vision ourselves. She suggested that the Board re-read the Vision section and she will put a bug in the ear of LRPC. Mr. Dingman volunteered to re-write the Vision section for the Board to comment on.

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**SITE PLAN/SUBDIVISION REGULATIONS:**

Ms. DeStefano stated that the Board is thinking about placing parking in these regulations instead of having them in the Zoning Ordinance. Mr. Paradis felt that the problem with them being in the Zoning Ordinance is that they cannot be changed until a town meeting vote. Ms. DeStefano added that there are different parking needs for each business. Mr. Dingman questioned if we want enabling data in the Zoning Ordinance for a March vote and do the Site Plan/Subdivision changes simultaneously. He also asked what we do temporarily. Mr. Paradis thought that we continue as we have been. A discussion followed.

Ms. Schneider asked if we are looking at all of Bristol. Mr. Paradis answered that it would be for all but the Downtown. Mr. Dingman added that we need to show our intent. There was then a discussion of the Downtown and how we need to lock in with the Select Board. Ms. Seeler said that we need something to trigger the applicant to come to the Planning Board. A letter to the Zoning Board stating what we feel would be necessary for parking in a case that comes before them was suggested. Mr. Paradis felt that a letter to them should not imply that we intend to loosen things up and should be general. Mr. Dingman agreed that it should be bare bones and unemotional. He asked if the Board should do this or should we get help?

Ms. DeStefano stated that we must do the changes to the Master Plan but she feels that parking is a big undertaking. Mr. Paradis felt that we could move the parking to Site Plan and only change the obvious and we can make changes later on anything not addressed. Ms. Schneider stated that she questions moving this out of Zoning, which is more restrictive. She is afraid that a future Board could allow people to do anything they wanted. She also felt that favoritism could become a factor. Mr. Paradis suggested that the Board go through the parking in the Zoning Ordinance line by line.

Mr. Dingman thought that we might need oversight in the Master Plan and we could ask LRPC About Land Use. We probably need professional help with this. Ms. Schneider mentioned that Chairman of the Select Board, Rick Alpers, asked her to bring the high priority of the Downtown parking to this Board. Mr. Capone stated that Route 3A has big parking availability but we need to cover a wide range. He is to see Mike Izard (LRPC) and he shall ask about this for the Board. Everyone agreed that we need to address this issue but how to do so is the problem. Another discussion followed and Mr. Dingman stated that we want to make things clear instead of frustrating folks.

Ms. DeStefano stated that Mr. Capone will speak to Mr. Izard and the Board should look at the Zoning Ordinance on parking in the meantime.

**COMMUNICATIONS: -----**

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**REPORTS:**

**Historic District Commission:** Mr. Dingman stated that they are to meet May 13<sup>th</sup>. He added that he has sent a letter of intent to the NH Division of Historical Resources in regard to putting the Old Town Hall on the National Register. This would provide a grant for town money to be used.

**Selectmen:** Ms. Schneider stated that they are working on updating numbers for the Old Town Hall. Parking is an issue. Mr. Capone added that he is working on a Saturday a.m. recruiting session.

**Capital Improvements Plan Committee:** Mr. Paradis stated that Steve Yannuzzi, Fire Chief, was the only Department Head to attend the meeting. Steve Favorite is working on giving out the forms to each Department. Most of the discussion was on town buildings. It was felt that there is a need to dust off the old Space Needs reports and update them. We need to look at the whole picture. He asked about a chapter to be placed in the Master Plan but did not receive much response. Mr. Paradis feels that this is a legitimate plan for where to start.

**NEW BUSINESS: -----**

**NEXT MEETING:** We are to meet May 14<sup>th</sup> at 7:00 p.m. On the agenda is the Cont. Minor Site Plan for Anson Smith and a Conditional Use Permit for Cumberland Farms/Carolyn Parker.

**OTHER:**

Margaret Hoyle, resident, had a couple of concerns: first, she asked who determines the location of the Historic District. She also wondered why the Old Town Hall was not included in the district.

Mr. Dingman stated that the Old Town Hall has too many buildings between the District and the Old Town Hall; the State sees an Historic District as being continuous buildings. The present District was mostly what is on the Historic District. As to who determines the District, Mr. Paradis explained that the Planning Board proposes the districts but if they go too big, folks wouldn't want it. Mr. Dingman added that the town body votes on what is proposed so they could expand it if they desired to. It should be looked at every few years.

Mr. Dingman continued by saying that the Historic District sign is not where it should be on Summer St. but that was the nearest post to place the sign on. By placing a building on the State and National Registers, it brings importance to them. The Old Town Hall is a rare building as it is only one of a few of this type in the State. Most have several stories to them now. Mr. Paradis mentioned that there are some beautiful old homes on Main Street that are not in the district as well.

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**OTHER continued:**

Ms. Hoyle's other concern is signs left up when a business moves out. She feels that there is nothing to enforce their removal. She had also pointed out banners that are being used in the Historic District. Mr. Dingman stated that banners are not permitted. We could put something in the Zoning Ordinance saying that they must be taken down within 30 days of leaving.

Mr. Dingman added that it is important to have folks like Ms. Hoyle come in and bring these types of things up so that the Board can look at them. Mr. Paradis stated that sometimes it is only when we get complaints that we hear about a problem. Mr. Dingman felt that most of abandoned signs happen in the Historic District so maybe the Commission could deal with this issue.

Ms. Hoyle was thanked for coming in with her concerns.

With no other business before the Board, C. Dingman made a motion, second by E. Schneider, to adjourn at 8:45 p.m.

Respectfully submitted,  
Jan Laferriere, recording secretary