

PLANNING BOARD MINUTES

May 28, 2014

APPROVED as amended & clarified:

6/11/14 ___jrl_____

AGENDA: PUBLIC HEARING ON ARCHITECTURAL STANDARDS
PCC: FRED YEATON, 35 Baker St., #223-011
WORKSHOP

ATTEND: Denice DeStefano (Chairman), Dan Paradis (Vice Chair), Betsy Schneider,
(Sel. Rep.), Clay Dingman, Steve Favorite, Elizabeth Seeler

ABSENT: -----

OTHER: Michael Capone (Town Administrator), Fred Yeaton, Sandra Heaney (HDC and
Conservation Commission), Tom Ford

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

**PUBLIC HEARING: ARCHITECTURAL STANDARDS (SITE PLAN
REGULATIONS)**

Mr. Dingman read the main section of the proposed Standards. Ms. Heaney stated that she is in favor of adopting these standards. Mr. Paradis mentioned that they are standards, not regulations. It will allow the Planning Board some preference in various situations. Mr. Favorite asked if the only standards we have had are those of the Historic District Commission (HDC). Mr. Dingman (also Chairman of HDC) stated that they spent about a year on Architectural Guidelines for HDC. This seems to have cut down the need for as many hearings. Mr. Favorite mentioned that, following tornadoes in some areas, these standards would have helped with the rebuilding process.

Mr. Paradis pointed out that we only have one page of standards here but it should be both sides. Copies of both sides were given those attending and it was felt that we could continue. There were no further comments.

C. Dingman made a MOTION, second by S. Favorite, to APPROVE THE PROPOSED ARCHITECTURAL STANDARDS FOR SITE PLAN REGULATIONS AS SECTION 8.5 H AND TO RENUMBER THE REMAINING SECTIONS (H THROUGH O). The motion CARRIED.

PCC: FRED YEATON

Mr. Yeaton stated that he owns 35 Baker Street. There is a 2-car garage which became a workshop and now is used for storage. It is about 24' x 26'. Mr. Yeaton would like to turn it into two guest rooms for overnight guests. He would love to have a bathroom as well.

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YEATON PCC continued:

Mr. Paradis stated that an accessory use would have no heat and no cooking. Mr. Yeaton stated that he would like a kitchen and bath; he has teens that may want to come back home and he has other uses for their rooms now.

Ms. DeStefano read the definition of Accessory Building. Mr. Paradis stated that the main point is that it is incidental to the use of the residence. A kitchen, bath, and heat would make it permanent. The Board looked at Section 4.18 on page 32 of the Zoning Ordinance, which explains that an accessory building is allowed providing it meets setbacks and is no more than 20' high. Mr. Favorite stated that the Board has to look closely at these situations as, for example, they dealt with a game room over a garage in the past and had concerns that it never be turned into an apartment. Ms. Seeler felt that the main thing would be not having water and sewer. It can start as seasonal use and, with water and sewer, could easily become an apartment.

Mr. Dingman asked why a subdivision of sorts is required if there are more than one residence on a property. Mr. Paradis explained that it is required so that, if down the road someone wants to sell off one of the residences, it can be subdivided properly. Mr. Paradis then directed the Board to look at page 30, 4.14 of the Zoning Ordinance which addresses multiple uses on a lot. He read this aloud.

Ms. Schneider asked if the Board has ever dealt with a situation like this before. Some mentioned that what they have had was for mother-in-law apartments. Ms. Seeler asked if the guests, especially the elderly, wouldn't want a bathroom. Mr. Yeaton stated that they shall just have to deal with what is allowed. He stated that, after listening tonight, he would like to have 2 bedrooms and use the old heater that is there. He will not have water and sewer. The Board felt that this would then qualify as an accessory building.

TOM FORD, HEMPHILL ROAD:

Mr. Ford stated that he is here to ask the Board to look into protecting stone walls. It is a concern to him and his Dad. He had distributed some information to the Board.

Mr. Dingman stated that the HDC could look into it as they have some oversight over resources of the entire town.

Mr. Ford pointed out page 3, 3.7 of the information and Mr. Dingman asked if he was thinking of public roads with boundary stone walls or all stone walls. Mr. Dingman also mentioned that he agrees that removal of these walls would change the character of the area. He asked what Mr. Ford's goal is. Mr. Ford stated that he would like them not to be removed. Mr. Dingman explained that the HDC could look at this but whatever is determined would have to go before the voters at town meeting. Ms. DeStefano felt that the Planning Board can add it to their list of

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FORD CONCERN continued:

items to discuss but she could not promise how soon they can get to it. Ms. Heaney asked if someone from the public could bring in a proposal. She was told that this can be done but anything to be brought to the next town meeting must be ready by November. Mr. Paradis felt that a proposal could be brought to either the Selectmen or the Planning Board.

Mr. Dingman asked Mr. Ford if he could come in to the next HDC meeting regarding this issue. Mr. Ford stated that he is not a very good speaker but he might get his Dad to come in with him. He was told that the HDC meeting will be held June 10th at 7:00 p.m. and he was thanked for bringing in his concern.

WORKSHOP:

Vision Statement – Mr. Dingman apologized stating that he was not ready with a draft at this point.

Lakes Region Planning Commission (LRPC) - Ms. DeStefano distributed copies of a draft from Mike Izard on what LRPC would do. She asked the Board to look it over and determine if this is the help that we need for our Land Use chapter. Mr. Dingman felt that it is fine and stated that LRPC can do a better job than we can. He added that the HDC is getting their help with the Historic Section. Our grant did not cover everything so Mr. Izard is adding grant money that they had available so as to help us.

Ms. DeStefano asked if we should ask Mike Izard to come in to one of our meetings. Mr. Dingman answered that we should. Mr. Favorite and Mr. Paradis agreed and added that we might ask Mr. Izard if he has other ideas to add to it. Mr. Favorite mentioned that malls are a big issue with various towns (as they mention when attending TAC meetings).

Ms. DeStefano feels that she is not always available and would like a liaison from the Planning Board for Mr. Izard to contact. Mr. Favorite and Mr. Paradis will do this.

Mr. Capone questioned the Board about getting quotes from other people. Ms. DeStefano was concerned about continuity. It was determined that we should comply with policy and Mr. Dingman will do the RFP. Mr. Capone will help. It was noted that our funds must be committed by December 31st.

PROPOSED ZONING AMENDMENTS: Ms. DeStefano asked the Board if they want to do any Zoning amendments this year where they are tied up with the Master Plan update.

Mr. Dingman asked if we might want to consider the 500' distance required for parking spaces for Downtown Square apartments. Mr. Paradis felt that we shouldn't tackle anything right now

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ZONING AMENDMENTS continued:

as the Master Plan is our priority. Mr. Favorite stated that the parking is an issue; that we had more parking back in the 1960's. He wondered if the town doesn't need to take over a place such as the Rumor Mill or the brown building next to it. He added that we don't yet know all of Mr. Hertrich's plans and what he will need.

Mr. Capone stated that we are kind of at odds, our signs say no parking overnight in the Square in the winter but we are thinking that maybe we could have those folks register with the town so that when snow removal is happening, we can contact them and have them move their vehicles. A discussion followed concerning all the issues with parking. Ms. DeStefano suggested that the Board digest these issues and we shall bring this up again at our next meeting.

MINUTES OF MAY 14, 2014:

The following amendments and clarifications were made:

Page 2, 1st paragraph, 1st line, following "2." insert "which deals with signs that change periodically". 2nd paragraph, 3rd line, replace "24 hours and need" with "24 hours and lighting in particular needs". 3rd paragraph, 5th line, following "2 out of 3" insert "possible". 5th paragraph, last line, change "pumps" to "pump toppers". Page 3, 2nd paragraph, 1st line, replace "objective" with "subjective".

C. Dingman made a motion, second by S. Favorite, to approve the minutes as amended. The motion carried with one abstention.

COMMUNICATIONS: A Wetland Permit for Devost Marina was looked at.

REPORTS:

HDC – Mr. Dingman stated that they are to meet again June 10th with a hearing with Mr. Hertrich to change doors and have divided lights on the upper floor windows for the Rollins block building. Also, the HDC is to comment on the Safe Routes to School plan. We shall also be looking at the stone walls issue.

Selectmen – Ms. Schneider stated that they have approved the parking for Anson Smith. As to Safe Routes to School, Mr. Capone added that there is discussion right now on which side of Mayhew Street the sidewalk should be on. They are considering the possibility of making Mayhew Street on-way to School Street and changing the School St. one-way from the end of Mayhew, left and down Cedar Street. They may not get all of the sidewalks completed this year.

CIP – Haven't met.

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CUMBERLAND FARMS: Ms. DeStefano directed the Board to look at the letter that Ms. Parker submitted in regard to the pump toppers. Mr. Paradis stated that he would be okay if they dim but feels that the big sign is another issue. Mr. Dingman questioned if the idea is to make these necessary at the pump or to be visible from the street. Ms. DeStefano stated that they originally said that it was to eliminate the need of an attendant going out to change the prices. A discussion followed.

Mr. Paradis volunteered to write up a draft motion for this.

OTHER:

Mr. Capone had a question in regard to a .46 piece of property on Palmer Drive (a private way). He asked if this parcel can be built on. The Board stated that, if this was part of an approved subdivision, it could be.

NEXT MEETING: Our next meeting will be on Wednesday, June 11th at 7:00 p.m. No new hearings are scheduled. We shall have Mr. Smith's compliance on the parking as well as the proposed motion on the pump toppers and then continue with our workshop on the Master Plan and the Zoning Ordinance.

With no other business before the Board, E. Seeler made a motion to adjourn at 8:45 p.m.

Respectfully submitted,
Jan Laferriere, recording secretary