

Planning Board
October 13, 2022
7:30pm

Members present: Chip Current, Barry Hantman, Steve Woitkun, Leo Traverse, Chris Smith

Others present: Gail Turilli, Carol Baird, Jase Gregoire, Guillermo Sepulveda, Shayne Gendron

The meeting minutes from 9/22/22 were reviewed by the Board. No changes or comments. Chris **made** and Barry 2nd a **motion to accept the minutes as written**. All in favor, **motion carries**.

The Site Walk minutes from 10/1/22 were reviewed by the Board. Chip mentioned 3 changes: Line 26 should state “fore” instead of the number 4. Line 29: add the sentence: an I&M plan for all of the systems will be provided. Line 32: should state 2 18” pipes, not 21 8” pipes. Steve had one other correction on line 47: should be smoke “evacuation” not “evaporation”. Barry **made** and Leo 2nd a **motion to accept the minutes as amended**. All in favor, **motion carries**.

Continuance of Wellinghall Farm Wedding Venue Site Plan, Map & Lot 1-50:

Jase Gregoire, of Civil Works N. E., addresses the Board. He states there are no major changes to the plan. They met with the Conservation Commission and a letter addressed to the Planning Board has been received. AOT and NHDES Wetlands permits have been submitted. NHDOT driveway permit is pending bond. The septic design is pending testing of the well. There are 2 waivers that are being requested and are as follows: an 8% grade in place of the 5% required and for sloped bituminous curbing as it is more resilient for plowing.

Sheet 6, notes 2 & 3 include the sugar shack and main house. An I&M note will be added to the plans. Barry mentioned on note 2 to clarify the length of rental for the main house. Mr. Gregoire states they are seeking conditional approval tonight. The cupola’s that exceed the 35ft building height limit will need to go before the ZBA for a variance but, at this time is not being pursued. The plan will adhere to the 35 building height limit. Chip stated that a minor site plan review could be done if the cupola’s are added in the future.

The requested waivers are then discussed. Driveway grade waiver, Article III, section 21.E, maximum 5% grade but, asking for 8%. Chip explains that there are 5 things to comply with in, the Site Plan Regulations. The Board is in agreement that the waiver will comply. Barry **made** and Chris 2nd a **motion to grant the waiver**. All in favor, **motion carries**. **Driveway Waiver granted on 10/13/2022**. Parking Lot Design waiver, Article III, section 23.D, which states granite curbing is required. Bituminous curbing is being requested with the exception of the entry area. The Board is in agreement that the waiver will comply. Barry **made** and Leo 2nd a **motion to grant the waiver**. All in favor, **motion carries**. **Parking Lot Waiver granted on 10/13/2022**.

Barry suggests to discuss the engineer review and Heritage Commission comments at this time. All comments are reviewed by the Board. Jase mentioned that he had responded to Dennis this

morning about snow storage and provided the test pit data. He is waiting to hear back. Barry notes the remaining outstanding items are as follows:

1. Note 3, typo “apart” on sheet 6
2. Note 2, rental duration on sheet 6
3. Note for I&M plan
4. Change of architectural plan for 35’ height
5. Fire suppression plan acceptable to the Planning Board for the Hall and rental building
6. Noting of waivers granted on the plan
7. State permits
8. Approval by Planning Board of Landscape plan
9. Revised snow storage plan acceptable to the Planning Board (engineer comment #9)
10. Design of retaining walls acceptable to the Planning Board (engineer comment #11)
11. Approval by Planning Board of resolution of bio-retention basin (engineer comment #12)
12. Detail on plan to address infiltration and trench details (engineer comment #13)
13. Plan revision to show additional bollards (engineer comment #20)
14. Bonding (engineer comment #27)
15. Correction of typos in note 2 of sheet 2,3,4 & 5 (heritage comment #1)
16. Listing of lots 49A instead of 49 on plan (heritage comment #2)
17. List Historic District lots on note 2, sheet 2 (heritage comment #3)
18. Remove mitigation area marking on sheet 2 (heritage comment #4)
19. Show handicap parking at rental property
20. Hours of operation acceptable to Planning Board with note on plan
21. Add notes required by site plan section 40.1
22. Plan for commercial motor vehicles acceptable to Planning Board

Chip questioned the Board about granting conditional approval as Barry stated there are 22 outstanding items. Chris noted that giving approval helps to move things along. Jase states there is no change in the design or layout. Chip explained that notes can’t be changed or added once an approval is given. Steve mentioned the 10 cabins that had been previously discussed. Jase noted that is not part of this plan but may be in the future. Chip recommends waiting on approval of the AOT/Wetlands permits for conditional approval and suggests to request and extension which the Planning Board will need in writing. Jase requests an extension to December 8. Shayne Gendron provides the Board with a written extension request. Barry **made** and Steve 2nd **a motion to grant the extension.** All in favor, **motion carries.** Jase stated he would like to come back to the Planning Board on November 10 to address some of the outstanding comments to which the Board agrees.

2023 Budget Discussion:

Chip states that the Board is currently over budget. There were \$3,068.90 in legal notices. Gail explained that the Warrant Articles for Zoning changes were noticed twice as there was an error made the first time it was placed in the newspaper. This was a very lengthy notice and very costly. Chris asked if it was necessary to notice the Warrant Articles as written or if the

description could be shortened. Barry stated legally no but, there are other ways to notice besides the newspaper and maybe this is something to look into. Leo suggested to increase the bottom line budget to \$5000, increasing the legal notices to \$2000 and the printing expense increase to \$300. Barry **made** and Steve 2nd a **motion to increase the total Planning Board budget for 2023 to \$5000**. All in favor, **motion passes**. The proposed 2023 budget will be brought before the Board of Selectmen for approval.

Master Plan Update:

Barry stated he has incorporated all comments he had received from the Board and sent out to the Board members for review. There was a short discussion and no other comments were made by the Board. Barry asks if the Board is ready to put this forward to a public hearing. Chip suggests to put this forward to our first Zoning Article hearing. Barry **made** and Steve 2nd a **motion to put the Master Plan update to public hearing on December 8**. All in favor, **motion carries**.

Heritage Commission Minor Zoning Article Changes:

There was a brief discussion of the three minor changes Heritage would like to make to Article XIII (Historic District). Under the heading "17.Findings", change the first sentence to read as follows: "At the conclusion of its review, the Heritage Commission shall issue a final decision that shall include specific written findings of fact that support the decision, and shall issue in writing one of the following documents:"

Change the first sentence in paragraph b. 1) under the heading "Notice of Disapproval" to read as follows: "If in the opinion of the majority of the Heritage Commission members present and voting, the application does not meet the purposes of this Article, then the Commission shall issue a Notice of Disapproval in writing, together with written findings of facts and the reasons for such decision, signed by the chairperson of the Commission.

Also, there is a typo in the section about Certificates of Approval. The word "will" needs to be changed to "with"

Barry isn't sure this would be an update to Zoning but, may be part of the Board's procedure. A typo can be changed. Chip feels this should not be put forward and the Board is in agreement. The Heritage Commission will be notified of the decision.

Leo questioned how to go about looking at the Town maps. Chip explained that the Town website has an option with layers to look at and also he could give him the name of the gentleman at the mapping company to speak with if he has other questions or concerns.

Steve **made** and Barry 2nd a **motion to adjourn**. All in favor, **meeting adjourned at 9:15pm**.

Agenda for next meeting:

1. Continuance of Wellinghall Farm Wedding Venue, 567 Main Street. Map & Lot 1-50

139 2. Frye Road Extension/Route 111 Access

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141 Respectfully

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143 Gail Turilli

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