

PLANNING BOARD MINUTES
September 26, 2018

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APPROVED as amended & clarified:
10/10/18 __jrl_____

AGENDA: PUBLIC HEARING ON "BOAT STORAGE"
COMPLIANCE: FRED SCHNEIDER/AUTO TRENDS = **To re-schedule**
MEET WITH THE ECONOMIC DEVELOPMENT COMMITTEE (EDC)
PCC: ARTHUR & REGINA CESTARO = **no show**

ATTENDING: Denice DeStefano (Chairman), Clay Dingman (Vice Chair), Don Milbrand (Sel. Rep.), Paul Barnett, Betty Seeler, Melody Mansur (Alternate)

ABSENT: Evan Hickey (family illness), Dan Paradis (illness)

OTHER: Nick Coates (Town Administrator, Christina Goodwin (Land Use Manager), Tyler Simonds (Planner), Les Dion & Wayne Anderson (Select Board), EDC members, Steve Favorite (TAC)

The meeting opened at 7:00p.m. with two members out. Ms. Mansur is sitting in for Dan Paradis.

PUBLIC HEARING: "BOAT STORAGE"

Ms. DeStefano read the current and the proposed change for boat storage (Section 8.15 of the Zoning Ordinance). She explained that this is to clarify the intent is for commercial only in the definition. There were no further comments from the Board or the public.

E. Seeler made a MOTION, second by C. Dingman, to APPROVE THE PROPOSED DEFINITION AS PRESENTED AND MOVE IT TO THE MARCH TOWN BALLOT. The motion CARRIED.

AUTO TRENDS/FRED SCHNEIDER

Ms. Goodwin explained that she has only received a draft copy of State approval as yet. Until this plan is finalized, we cannot complete our portion of this case.

C. Dingman made a MOTION, second by D. Milbrand, to CONTINUE THE COMPLIANCE HEARING FOR FRED SCHNEIDER/AUTO TRENDS TO OCTOBER 10, 2018. The motion CARRIED.

MEET WITH THE EDC:

Ms. DeStefano explained the process that the Planning Board must follow for Master Plan updates. We have just completed the Historic Resources chapter and have the Land Use chapter in process. We have not prioritized any further sections at this time.

Bill Dowey, Chair of the EDC, stated that they are beginning to build the momentum here in Bristol and are often asked where the Economic Section for the Master Plan is.

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EDC continued:

Ms. DeStefano stated that we had a Downtown Improvement Plan to begin with and it has expanded into the EDC since then. Mr. Dowe asked if the Planning Board works with anyone on the Master Plan. Mr. Dingman answered that we collaborate with LRPC (Lakes Region Planning Commission). Mr. Barnett, as a new member of the Board, asked if we do this as it exists today or as it is proposed to come. Mr. Dingman stated that we go by the law which requires that we have a Vision section and a Land Use section before any others. Mr. Dingman feels that we can roll in some of what we have received from the EDC into the Land Use section.

Ms. DeStefano further explained that we go back with new updates, which is to be done every ten years. We use a Community Survey as our guidepost. Mr. Dingman added that this supplies about 75% of the Master Plan. We have had to forego some of the intended work on the updates due to budget constraints.

Mr. Dingman went on to say that, if we do an Economic Development chapter, we will need to complete the Land Use section first and could use input from the EDC. Ms. DeStefano added that we shall collaborate with LRPC, as well. It will take time and energy. Mr. Dowe asked if the Board will create a sub-committee. Mr. Dingman was okay with that but explained that the Master Plan development has a list of procedures to follow.

Nancy Spears, EDC, asked if we will get high speed internet. Mr. Dingman stated that this is not in the Planning Board's purview and Mr. Dowe added that we shall get it 100%. Paul Bemis, EDC, asked about an EDC chapter and Ms. DeStefano answered that a lot of what the EDC has suggested and be used in the Land Use section and then the Board can look at the EDC chapter. Mr. Dingman added that it is a 3-way process: procedure, data, and budget. Ms. DeStefano will look up the procedure again. Mr. Dingman suggested that our new Planner could spearhead the project.

Mr. Dowe stated that Lake Street needs to be re-done and some needs to be addressed quickly. He would like to see something done and they are willing to do some and to share in the process. Mr. Dingman said that if the EDC's concern is to get it out to the public, they could publicize in the meantime. Ms. DeStefano stated that some of their suggestions could be done simultaneously.

Mr. Dingman then explained that each chapter has a preamble. Mr. Milbrand felt that they need to show businesses that the Planning Board is committed to doing work on the Master Plan. Mr. Coates asked if the survey lends itself to the needs of the EDC. Both Ms. DeStefano and Mr. Dingman answered that it does.

Ms. DeStefano stated that she will look up the procedures, will work with Mr. Simonds and determine how to pull people in. She will notice everyone.

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EDC continued:

Mr. Dingman asked if we have money for a new chapter. Ms. Goodwin explained that the funds were cut from the budget this year. Mr. Coates asked if there is enough Planning Board interest to “sell” the need of this to the voters and the Budget Committee. Ms. Goodwin stated that, in the past, we had little representation but she is planning on representing the Board for this now. Ms. DeStefano added that the Board will help and Mr. Dingman added that it would be nice if the EDC would support us, as well.

OTHER: Ms. Goodwin explained that the hearing for Randy Colby has been canceled as the property is now under agreement with another buyer.

The Morrison’s have determined to rebuild the cottage on Meadow Lane in the same footprint and not to add a garage.

Mayhew missed the deadline for the Special Use Permit.

The Cummings Beach project plan has been handed to the Board this evening.

MINUTES OF SEPTEMBER 12, 2018:

The following amendments and clarifications were made: Page 1, under Morrison PCC, 1st paragraph, remove the second apostrophe. Next paragraph, first line, write out “four” and insert a space following the second 100’. Page 2, 1st paragraph, 3rd line, add “square feet” after 812 and 756. Before “It was” insert “During the review”. Delete the last sentence of that paragraph. Next paragraph, 2nd line, delete “ones allowed parking on the town” and replace “areas” with “spaces”. 6th line, delete “accommodate both plans” and replace with “make accommodations in the Central Street project”. Following the next paragraph, add “Ms. DeStefano reviewed the town engineer’s plans to be sure it complied with our plan. Under Donald Milbrand, large paragraph, 3rd line, following “Variance” insert “in 2012”. Next line, delete “waited for the” and replace with “come back because of the” and delete “before coming back”. Page 3, 4th paragraph from the bottom, 3rd line, insert “section” before “8.15A”. Next paragraph, 1st line, insert “coming out of her driveway” following “almost hit”. Page 4, 1st full line, following “Real Estate” insert “Broker”. Next paragraph, 2nd line, before “8” insert “parking for”. Next paragraph, 3rd line, following “he can’t keep up” insert “with brewing capacity”. Next line, following “Pat’s” add “Pizza”. Next paragraph, 1st line, following “beer” insert “and is in favor of the project”. Last paragraph, 1st line, following “Use” insert “section of the Zoning Ordinance.” Page 5, 1st paragraph, 1st line, delete “Ms. DeStefano” and replace with “An audience member” and delete “values” replacing with “how their property values would be affected.” 2nd paragraph, last line, delete “short of” and insert “of excess”. Fourth paragraph, last line, before “folks” insert “bracket of time that B & B” and add “p.m.” following “4:00”. Next paragraph, 2nd line, change “evaluation” to “valuation”. At the end of that paragraph, add “Mr. Milbrand stated that these would be cost prohibitive. Ms. DeStefano stated that cost is not the Board’s consideration but they can be part of the conditions.” Next paragraph, delete the last sentence. Under Angela Dalphonse, 3rd line, delete one period after “read”. Page 6, 1st full paragraph, 4th line, delete “She has been with” and replace after “around” with “the region and she has been leasing from”. Communications, 2nd line, replace “sending out” with “working with the Highway Department to send out”. Page 7, 2nd paragraph, 3rd line to begin a new paragraph. New Business, 7th line, following

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MINUTES continued:

"Family" insert "Housing used language in and delete "used". Following "Master Plan" delete "for" and replace with "to bolster support in". Last line, delete "to our" and insert "questions to the Community Opinion". Next to last paragraph, next to last line, after "following" insert "but no limit on quantity." Last paragraph, 3rd line, following "Laferriere" add "in advance of the October meeting." Page 8, 1st line, replace "Sept. 25" with "Sept. 26".

E. Seeler made a motion, second by D. Milbrand, to approve the minutes as amended. The motion carried with one abstention.

COMMUNICATIONS:

Pertaining to the letter received from Erik Nelson for a temporary moratorium on "multiple family dwellings", Ms. Goodwin had reached out to Legal Services Counsel, NH Municipal Association. She attached the Legal Services answer and letter back to Mr. Nelson (copies for the Board) in which the Planning Board cannot issue a temporary moratorium. They do have the authority of RSA 674:23 to propose adoption of a temporary growth management ordinance, after research and bring it to a Town vote.

REPORTS:

HDC – To meet Oct. 9th.

SELECTMEN – Mr. Milbrand assured the Board that he will convey the need of funds for the Master Plan. He will be there with Ms. Goodwin. The Central St./Water St. project has been paved.

CAPITAL IMPROVEMENTS – They meet tomorrow night. Steve Favorite, member of the committee, reported that the Police Chief is very open-minded to the community. They are now ADA approved and he has better ideas for 5-6 years down the road.

Mr. Favorite also thanked Ms. Mansur and Mr. Blanchett for serving on the Planning Board. It took 25 years to get Zoning in Bristol, he added. Parking size should be considered as well as a sign for downtown. He added that the School Board has now developed a CIP. He also convinced Robin Fitzgerald to start a business. As he waters the flowers in the square, he receives lots of compliments and that the town is more inviting. We need to do something about the speed through town.

Mr. Favorite also reported on the health of Dan Paradis. Dan is now at Health South, Room #208. He is confused and tires easily so any visits should be short. Dan's cousins are now involved with his care.

LAND USE – The Planner has proposed a new form for tracking Zoning revision needs. Ms. Goodwin pointed out the Solar Panels/Alternate Energy that Mr. Paradis worked on. She has a copy if the Board is interested in dealing with it right now.

Continuing with the form, Mr. Simonds has added a column for rationale. Mr. Barnett asked if we ever cut out any ordinances and was told that we have done so with two: parking and Wetlands.

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LAND USE continued:

Ms. Goodwin then brought up "Keeping of Farm Animals" in which Ms. DeStefano had found a good example from the Dept. of Agriculture. Ms. DeStefano suggested that the Board look at it and bring their ideas to the next workshop meeting. A discussion followed as to sizes of animals. When questioned as to the new numbering in the Ordinance, it was noted that Ms. Laferriere does these automatically. Also discussed were large scale Commercial Site Plans.

Ms. DeStefano then mentioned the Planning Board bylaws and if we should change them to add a 2nd Vice Chairman where we know of the time away for Ms. DeStefano and Mr. Dingman. Mr. Dingman stated that there is already a system for this in the bylaws. Ms. DeStefano said that, while she is away, she could still annotate the agenda for the acting Chairman. Mr. Milbrand mentioned that a call-in vote is also allowed now.

Ms. Goodwin stated that our Fridays are way too busy so they intend on sending the Board their materials (via e-mail) on the next Monday instead.

Ms. Goodwin brought up the Master Plan on the web site. She has moved it to a more prominent position. Mr. Barnett asked if the EDC is on the web and Ms. Goodwin stated that they are and in two places.

Ms. Goodwin then explained that the Land Use files are being moved again as they have compromised the walls in one police cell from the weight.

The Land Use office has a problem with manufactured storage containers. Some are POD and some are leased or purchased. She has no problem when a building permit is also needed but questions what is needed when a permit is not needed. Per sections 4.3 and 8.77, she has asked where the unit is to be located, the time frame for it to remain on the property, and a proof of a lease. The ordinance says that they need Planning Board approval. Ms. Goodwin also mentioned that some are now 10' wide instead of the 8' of the past. Mr. Dingman stated that we should change the ordinance and suggested that it need a Special Use permit. Ms. DeStefano asked Ms. Goodwin to look at it and bring in a suggestion to the Board.

On a case at the Lake, DES has required the owners to remove the work they have done. They must also file a restoration plan with the town as well as DES.

The ordinance mentions a Conditional Use Permit for which we have no application form or fee schedule. It was felt that the fees might match those of a Special Use permit. We did one with Cumberland, we believe, and we should research that to see what was done at that time.

As to a Sexually Oriented Business, there is no application form or fees for that either. It is to be a Special Operational permit and it was suggested that we research other towns or cities.

Ms. Goodwin had sign-up sheets for Mr. Barnett, Ms. Mansur, and Ms. Seeler.

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LAND USE continued:

Ms. Goodwin mentioned that NLRA (Newfound Lakes Region Association) has been granted a water shed grant and wish to use about \$4400.00 here in Bristol. The intent is to develop a process, do GIS updates with Hydric Soils, and show us how to map ourselves. We will be working with Steve Whitman, Liz Kelly, and Dan Sunquist.

As to the survey, Ms. Goodwin stated that we can't get mailing lists from the State. Mr. Dingman wants to have everything ready in about 10 days (before he leaves on Oct. 23rd). Ms. Goodwin felt she can use some of the funds from the HDC budget.

NEXT MEETING: Our next meeting will be held Wednesday, October 10, 2018. We shall have the Milbrand case, maybe Auto Trends, and the Keeping of Farm Animals.

With no other business, the meeting adjourned at 9:05p.m

Respectfully Submitted,
Jan Laferriere,
Land Use Admin. Assistant