

PLANNING BOARD MINUTES

August 14, 2019

APPROVED as amended & clarified:

See minutes of _8/28/19 jrl_____

AGENDA: 2019 PCC: STEVE COFFILL, 866 Lake St., #216-098
19SPR02 CONTINUED SITE PLAN: VERTEX TOWER ASSETS LLC & NEW CINGULAR
WIRELESS PCS LLC dba AT&T MOBILITY, Chestnut St., #227-037

ATTENDING: Denice DeStefano (Chairman), Don Milbrand (Sel. Rep.), Evan Hickey, Betty Seeler,
Bruce Beaurivage (Alternate)

ABSENT: Clay Dingman (Vice-Chair, excused), Paul Barnett, Jackie Elliott

OTHER: Christina Goodwin (Land Use Manager), Tyler Simonds (Planner), applicants and public

The meeting opened at 7:17pm with a quorum.

2019 PCC: STEVE COFFILL

Ms. DeStefano explained that a PCC is not binding on the applicant or the Board but is the Board's best information based on what is presented. She then read the application which was asking about having a 2-family residence, a commercial storage garage, and a home occupation (Dental Lab) on the property.

The Board looked at the allowed uses for the district (VC/VR). All of these are allowed uses. It was also found that there is sufficient acreage (2.79 acres), and it has private water and sewer. Ms. Goodwin explained that they have applied for a Variance for a deck to be in the front setback. A deck will also be added to the back of the residence/barn area. Ms. DeStefano stated that the Board needs to determine if this will need a Minor or a full Site Plan.

Mr. Coffill stated that he wishes to improve the driveway at some point as it is broken pavement right now. Mr. Milbrand asked what will be done inside and Mr. Coffill answered that the house already lends to having two apartments, one on each level. It has 2 entrances for both levels. Ms. Seeler asked if there was only one bathroom and was told that there is and the applicants will need to add a bathroom and a kitchen. Ms. Seeler asked about a bathroom in the garage and Mr. Coffill stated that there are no facilities for that building. They are rewiring but there will be no heat. Ms. DeStefano asked about the septic system and added that the Board needs to know if it is an approved septic. She added that the State approves according to how many bedrooms there are. Ms. Goodwin mentioned that, if they have an older system, they may need to do a new plan but would not have to put it in until the present one fails. Mr. Milbrand added that he can look on the internet (State website) to find what they have approved to date.

Mr. Hickey asked if he will need a sign for the home occupation and Mr. Coffill answered that he will not as he serves dentists only not the general public. Ms. DeStefano asked Mr. Coffill to check with the Fire Chief, also, to be sure that he has no issues with any of the buildings.

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COFFILL PCC continued:

E. Seeler made a MOTION, second by D. Milbrand, to ALLOW A MINOR SITE PLAN FOR STEVE COFFILL FOR WHAT WAS PRESENTED TONIGHT. The motion CARRIED. Ms. Goodwin will meet with Mr. Coffill to help him with the application, etc.

19SPR02 CONTINUED SITE PLAN: VERTEX TOWER ASSETS LLC/NEW CINGULAR WIRELESS PCS, LLC dba AT&T MOBILITY

Ms. DeStefano explained that the public portion of this case was closed at the last meeting (July 10, 20119). Tonight, the Board is in deliberative session. We have received the Operation and Maintenance Plan for the road and drainage along with a revised cover sheet. The Board looked these over and had no further questions for the applicant.

D. Milbrand made a MOTION (see attached), second by E. Seeler, and the motion CARRIED. The Notice of Decision was signed. As the Town has no access to print out large copies of the plan, Ms. Goodwin will ask the applicant to provide 4 revised copies for the Board to sign,

Bill Dowey, resident, asked if we are requiring a back-up to AT&T. Ms. DeStefano answered that this was discussed with the attorney and he stated that we cannot ask for more than what other like-facilities and the FAA require.

Ms. Goodwin will type up the motion for Ms. DeStefano to sign.

OTHER:

Mr. Beaurivarge asked about the temporary electricity on Shore Drive and was told that this is an issue for the Select Board.

MINUTES OF JULY 24, 2019:

The following amendments and clarifications were made: Page 4. Land Use, 2nd line, delete the “=” sign. Page 5, 1st paragraph, next to last line: before “verified” insert “independently” and following it, insert “as per our Ordinance.” Replace “this may” with “a company” and replace “on” with “using”. Next paragraph, first line, replace “Beauregard” with “Beaurivarge” and last line, last sentence, before “He shall” insert “Selectman Milbrand will inquire if”.

E. Seeler made a motion, second by E. Hickey, to approve the minutes as amended. The motion carried. It was noted that Ms. Goodwin is having trouble getting the June 26th minutes off her phone and she should have them for our next meeting on August 28th.

REPORTS:

HDC: Didn't meet.

SELECTMEN: They held a workshop on recycling for the Transfer Station again. The market for single stream is not back down yet.

CIP: To meet next week.

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REPORTS continued:

LAND USE: Bruce Beaurivage will be an alternate and Jackie Elliott a full member of the Planning Board once they get sworn in. The Diner (in the Downtown Commercial and Historic District) consist of the Diner and living space underneath. They would like to keep a camper stores over the winter on this property. It was thought that they could.

Also, a letter went out about a shipping container on property on West Shore Rd. as well as to Danforth Brook (parking) and to South Main St. (outside display for a home occupation). There is to be a new owner for the Chinese Restaurant (closing on Aug. 27th). The Board determined that this could be a Minor Site Plan.

Mr. Simonds stated that the Lakes Region Planning Commission feels that we need to do an analysis to address the future Sewer to the Lake project. Mr. Simonds has Minor Site Plan documents for the Planning Board workshop. Ms. DeStefano will have the draft for the Special Operations permit, as well. Mr. Simonds asked about meeting on the Ready Initiative and Ms. DeStefano will not be available Wednesday. Access to the Monkey is slated for Sept. 3rd.

NEW BUSINESS:

There is Webinar basic training for Zoning and Planning. It is free and Planning's session will be Sept. 4th. Ms. Goodwin will forward the information to the Board.

Mr. Milbrand reminded us that we still have to elect a vice chairman. Ms. DeStefano will be away from January through April. A discussion was held.

D. Milbrand made a MOTION, second by E. Seeler, to ELECT EVAN HICKEY AS VICE CHAIRMAN. The motion CARRIED.

CORRESPONDENCE:

We received a Project Review from NHDHR for the property to be used by Vertex. No Historic Properties are affected.

NEXT MEETING:

The next Planning Board meeting is a workshop and will be held on Aug. 28, 2019 at 7:00pm. We shall have drafts of a few possible amendments and forms.

With no other business before the Board, E. Seeler made a motion, second by D. Milbrand, to adjourn at 8:40pm. The motion carried.

Respectfully submitted,
Jan Laferriere,
Land Use Admin. Assistant