

DRAFT UNAPPROVED

Note: Please find the following **DRAFT** minutes of the Planning Board. These **DRAFT** minutes are subject to being amended, extended and approved by the Planning Board during it's next meeting.

Town of Enfield
Planning Board
Tim Taylor, Chairman
May 11, 2011- 7:00 PM

Present: Tim Taylor, Kurt Gotthardt, Dan Kiley, Suzanne Laliberte, Paula Rowe, and Nathan Miller- Acting Town Planner.

Chairman Tim Taylor appointed Paula Rowe to sit for David Saladino.

Approval of Minutes:

Dan Kiley moved to accept the minutes of April 13, 2011. Suzanne Laliberte seconded and the motion passed unanimously.

Selectmen's Report:

This agenda item was tabled.

Voluntary Merger:

Edward L. Ziefert – Parcels 51-91 and 51-92.

Edward Ziefert provided an overview of his application for a voluntary merger on Sunset Walk in the Eastman Development. Mr. Ziefert owns parcels 51-91 and 51-92. He would like to merge the parcels to preserve his view and comply with certain requirements of the Eastman Community. Nate Miller reported that Mr. Ziefert has submitted proof that he owns both parcels.

Suzanne Laliberte moved to approve the voluntary merger. Dan Kiley seconded and the motion passed unanimously.

Conceptual Hearing:

Mickey Dowd –Site Plan

Mickey Dowd provided the Board with an overview of a conceptual site plan

concept for his restaurant, Mickey's Roadside Café. Mr. Dowd proposes to add five parking spaces, four of which would be designated handicap spaces. Mr. Dowd also proposes to construct a temporary 10' x 20' temporary deck for the summer season.

Mickey Dowd advised that the temporary deck would be protected from site traffic with concrete pylons. Tim Taylor recommended that concrete pylons also be installed to protect pedestrians at the restaurant's ice cream window from site traffic. Mr. Dowd agreed that this would improve safety for ice cream patrons.

Nate Miller advised that Mr. Dowd had come to the board for a conceptual review to determine whether a site plan amendment will be necessary for this proposal. Following discussion, the Planning Board advised that a site plan amendment would not be necessary, given the following:

- The deck is to be a temporary installation for the summer season, May 1st to September 30th. If the deck is to be made permanent, it will require a site plan amendment. The site shall be inspected by the Code Enforcement Officer to ensure that the site functions safely during and after the installation of the deck. The temporary deck shall comply with all applicable building codes.
- All new parking spaces shall meet the dimensional requirements of Section 409 of the Enfield Zoning Ordinance. Designated handicap parking spaces shall meet the requirements of the Americans with Disabilities Act.
- Mr. Dowd shall coordinate with the Acting Town Planner and Code Enforcement Officer to ensure that the required parking for the business, as stipulated in Section 409, is provided.

Business:

Election of Planning Board Officers

Dan Kiley moved to nominate Tim Taylor for Chairman. Suzanne Laliberte seconded and the motion passed unanimously.

Dan Kiley moved to nominate David Saladino for Vice Chairman. Tim Taylor moved to nominate Dan Kiley for Vice Chairman. Following a paper ballot vote, Dan Kiley was elected Vice Chairman by a vote of 4-1.

Tim Taylor moved to nominate Kurt Gotthardt for Secretary. Dan Kiley seconded and the motion passed unanimously.

Planning Board Application Fee Schedule

Nate Miller discussed the fee schedule for Phase III Subdivision fees, noting that current fees could be charged per lot, per site, or per condo/apartment unit (over five). Nate Miller asked how the Board has historically assessed these fees. Planning Board members advised that the Phase III Subdivision fees should be assessed per lot, and that the additional language should be struck and incorporated into the Phase III Site Plan Review fee schedule.

Nate Miller advised that he would incorporate these changes in advance of the Planning Board's upcoming Public Hearing to consider changes to the fee schedule.

Communication:

Nate Miller reported that the New Hampshire Land Surveyors Association has sent correspondence to Planning Boards across the state as a reminder of the stipulations detailed in RSA 310-A. Only licensed land surveyors (or the Superior and Supreme Courts of New Hampshire) may determine property boundaries, not professional engineers. The only exceptions to this law are septic designs by certified septic designers, mortgage plot plans, and condominium floor plans.

Nate Miller reported that the UVLSRPC Annual Meeting will be held June 16th, 2011, 5:30 PM, at Bistro Nouveau in Grantham.

Nate Miller reported that the Upper Valley Housing Coalition Spring Breakfast will be held May 20th, 2011, 7:30 AM, at the Fireside Inn in West Lebanon, NH.

Informational Items:

Upgrades to Underground Storage Tank Piping – Simon's Mobil (I-89 Exit 16)

Nate Miller reported that Simon's Exit 16 Mobil will be upgrading their underground storage tank piping. The plans for this work will be archived in the town's property file.

Next Meeting:

The Planning Board confirmed their next meeting for June 8, 2011.

Adjournment:

Dan Kiley moved to adjourn the meeting at 8:30 PM. Suzanne Laliberte seconded and the motion passed unanimously.