

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
June 13, 2012 – 7:00 PM

Present: Tim Taylor-Chairman, Suzanne Laliberte, Paul Withrow, Kurt Gotthardt, David Saladino, and Nate Miller-Acting Town Planner

Guests: Jim Ward, Equity Group Realtors and Richard Timmons, R&L Auto Towing

Chairman Taylor called the meeting to order at 7:00 PM.

Approval of Minutes:

Suzanne Laliberte moved to accept the minutes as submitted. Paul Withrow seconded and the motion passed unanimously.

Selectmen's Report:

This item was tabled to the Planning Board's June 27th meeting.

Conceptual Review:

Jim Ward of Equity Group Realtors and his client, Richard Timmons of R&L Auto Towing, appeared before the Board to discuss a potential site plan application. Mr. Timmons advised that he is interested in purchasing a property on Old Route 10 currently owned by Mason Racing, Inc (Map/Lot 3-1-1). In July 2007, Mason Racing, Inc. received conditional site plan approval to construct a 10,000 SF commercial building to be used for motorcycle, ATV, and snowmobile sales and service.

Mr. Timmons advised that he is considering a building approximately 6,500 SF to be used for towing, auto repair, and automobile sales. Mr. Timmons estimated that approximately 20-25 vehicles would be for sale on the property.

Mr. Ward asked for guidance from the Planning Board about how to move forward with this concept. Following discussion, the Board advised that this would fall into the category of a Site Plan Amendment. Mr. Timmons will need to provide an engineered site plan for his proposal and proof that associated town (e.g. driveway) and state (e.g. septic) permits from 2007 remain valid for the amended development proposal.

Nate Miller advised that, because the property is still owned by Mason Racing, the Board will need to see proof of an agreement between Mr. Timmons and Mason Racing allowing Mr. Timmons permission to apply for a Site Plan Amendment on Mason Racing's behalf.

Nate Miller advised that Mason Racing's 2007 site plan approval had two conditions: 1) Submission of an engineered retaining wall design; and 2) Submission of a lighting plan for the site. Chairman Taylor advised that both items should be supplied with Mr. Timmons' site plan amendment application materials.

Mr. Timmons and Mr. Ward thanked the Board for their time and guidance, and advised that they hope to meet the application deadline for the Planning Board's July 11th meeting.

Mascoma River Local Watershed Survey:

Board members completed the Mascoma River Local Advisory Committee's survey about water quality and resource protection in the Mascoma River Watershed.

NH Community Planning Grant Application:

Nate Miller reviewed the scope of work for the NH Community Planning Grant application previously authorized by the Planning Board. The application will be submitted to the New Hampshire Housing Finance Authority on June 15th.

There are three key elements of the scope of work: 1) Conducting extensive public outreach to ensure that the public understands the proposal; 2) Crafting language that seamlessly integrates the new district into our existing zoning ordinance; and 3) Legal reviews of the proposal form-based regulatory structure.

The central item of the scope of work is developing a pamphlet that explains the form-based code proposal for U.S. Route 4 between Baltic Street and the Canaan Town Line using plain language and easy-to-understand graphics.

The pamphlet would then be mailed to every property owner in the Town of Enfield, placed in a prominent location on the town's website, and distributed to elderly and low-income persons. The goal is to ensure that every resident of the Town of Enfield receives this information.

David Saladino recommended that the scope of work include a series of one-on-one or small group meetings with affected landowners. Nate Miller advised that he would include this in the application before it is submitted.

The Board thanked Nate Miller for his work in writing the grant application.

Update on U.S. Route 4 Zoning Project:

Nate Miller reported that Brandy Saxton will be present at the June 27th Planning Board meeting to continue reviewing the proposed U.S. Route 4 zoning standards. Nate Miller advised that Brandy has suggested some changes to the proposed framework including combining the Route 4 North and South districts into a single district.

Nate Miller distributed a summary of Brandy Saxton's suggested changes to the Board, and requested that they review the document prior to the June 27th meeting.

Timber Cuts:

· Northwoodlands, Inc. (c/o Donald Clifford) – Choate Road
o 10-acre cut on a 115-acre lot
NHDES Wetlands Bureau Permit Applications:

Nate Miller reported that North Shaker Village Lot Owners Association has applied for a Wetlands Permit to replace beach sand along Mascoma Lake. Nate Miller reminded the Board that all of Mascoma Lake is included in the NHDES Rivers Management and Protection Program designation of the Mascoma River. As such, the Mascoma Local Advisory Committee holds the status of abutter for this Wetland Permit application.

Next Meeting:

The next regular Planning Board meeting is scheduled for June 27, 2012.

Adjournment:

Paul Withrow moved to adjourn the meeting at 8:20 PM. Suzanne Laliberte

seconded and the motion passed unanimously.