

# 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 27, 2012 – 7:00 PM

Present: Tim Taylor-Chairman, Suzanne Laliberte, Paul Withrow, Kurt Gotthardt, Dan Kiley, John Kluge, and Nate Miller-Acting Town Planner

Guests: Evan Dybvig- Whaleback Mountain, Erin Darrow- Right Angle Engineering, Brandy Saxton- PlaceSense Consulting.

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

Approval of Minutes:

Paul Withrow moved to accept the minutes of June 13th as submitted. Kurt Gotthardt seconded and the motion passed unanimously. Dan Kiley and John Kluge abstained due to absence.

Selectmen's Report:

John Kluge reported that the U.S. Route 4 water/sewer construction is progressing well. The Shaker Bridge reconstruction project is also progressing well, and may be finished ahead of schedule. A festival is being planned in September to celebrate the opening of the Shaker Bridge.

Conceptual Review:

Erin Darrow of Right Angle Engineering, LLC was present to discuss a potential site plan application on NH Route 4A in Enfield Center.

Ms. Darrow explained that Mr. George Merrill owns a company called Artech, which is a mail order ski supply company. The company has outgrown its existing space and is proposing to construct a new office building at 1088 NH Route 4A in Enfield Center. The building would total approximately 6,300 SF (with a 3,280 SF footprint) and would be constructed by Amish craftsmen via The Carriage Shed in White River Junction, Vermont.

Ms. Darrow continued, explaining that Mr. Merrill has received variances from the Enfield Zoning Board of Adjustment for: 1) A non-residential use in the Residential One (R1) district; 2) A reduction in the number of required parking spaces; and 3) A reduction in the size of the parking spaces.

Kurt Gotthardt asked how close the proposed parking area is to the Knox River, as shown on the plan. Ms. Darrow advised that the proposed parking area is 15 feet from the Knox River on one part of the site. Nate Miller explained that, per the Enfield Zoning Ordinance, parking areas are structures and are subject to a 50-foot buffer requirement from rivers, streams, lakes, ponds, and wetlands. Ms. Darrow advised that she would follow-up with Zoning Administrator Phil Neily to discuss this issue.

Ms. Darrow advised that she has reviewed the requirements for major site plan review, and would like to request a waiver from the boundary survey requirement. Following discussion, the Board advised that due to the physical constraints of the site, the proximity to neighboring buildings, and the proximity to the Knox River, they are not comfortable granting a waiver from the boundary survey requirement. Ms. Darrow suggested that completing the boundary survey would not be a problem.

Evan Dybvig asked if stormwater runoff from the site would be treated before it enters the Knox River. Ms. Darrow advised that stormwater would be treated. Ms. Darrow is currently evaluating different treatment methods, including rain gardens.

Nate Miller asked when the application might be submitted to the Planning Board. Ms. Darrow advised that they were originally targeting a hearing on the 4th Wednesday in July, but the 2nd Wednesday in August is more realistic. Ms. Darrow asked whether the Planning Board would consider a concurrent review of the application in the event that they need to return to the Zoning Board of Adjustment for the Knox River buffer issue. The Planning Board advised that they would be willing to review the application concurrently.

Public Hearing:

Whaleback Mountain, LLC will apply for a Minor Site Plan Review to add six tent platforms as necessary to operate a seasonal youth recreation camp at the Whaleback Mountain ski facility (Tax Map 6, Lot 30) located at 160 Whaleback Mountain Road in the Commercial/Industrial (CI) District.

Dan Kiley moved that the Planning Board find the Whaleback Mountain, LLC

Minor Site Plan Review application substantially complete, accept jurisdiction, and open the public hearing. John Kluge seconded and the motion passed unanimously.

Evan Dybvig provided an overview of the Minor Site Plan application. Whaleback Mountain, LLC would like to begin hosting overnight summer camps at the mountain to help make the facility a year-round business. This application is to place six tent platforms on the site. The platforms would be 14'x14'x6" and would be installed and removed seasonally. Evan Dybvig advised that Whaleback Mountain, LLC has received a variance from the Zoning Board of Adjustment to have an overnight recreational camp on the site.

Nate Miller advised that Whaleback Mountain, LLC has requested three waivers from the Minor Site Plan submission requirements: 1) The Site Location Map; 2) A Boundary Survey of the Property; and 3) The NHDES Youth Camp License.

Following discussion, John Kluge moved to waive the Site Location Map and Boundary Survey Map requirements for this application. Dan Kiley seconded and the motion passed unanimously.

Nate Miller asked about the status of Whaleback Mountain's NHDES Youth Camp License application. Evan Dybvig reported that he is currently waiting on the results of water supply testing, but that the license should be in hand in the coming days. Nate Miller suggested that the Planning Board consider making this a condition of approval.

Paul Withrow asked about the existing sanitation facilities at Whaleback Mountain. Evan Dybvig advised that most camp activities would be taking place in Hartford, Vermont, and that is where the children will be showering. The children would just be sleeping at the mountain.

Kurt Gotthardt moved to approve the Whaleback Mountain, LLC Minor Site Plan with the following condition:

- A copy of the approved NHDES Youth Recreation License shall be submitted to the Enfield Planning and Zoning Office prior to the placement of tent platform structures and commencement of any recreational camp activities on the site.

Dan Kiley seconded and the motion passed unanimously.

Evan Dybvig thanked the Board for their time and consideration.

Chairman Taylor called a five-minute recess at 8:10 PM.

U.S. Route 4 Zoning Work Session:

Chairman Taylor reconvened the meeting at 8:15 PM.

Brandy Saxton of PlaceSense Consulting was present to continue reviewing the proposed U.S. Route 4 zoning standards. Nate Miller advised that Brandy has prepared some changes to the proposed zoning framework based on the Planning Board's meeting with landowners in May.

Brandy Saxton provided an overview of the changes to the Route 4 zoning framework, including:

- Combining the Route 4 North and South districts into a single district.
- Revising the side setback requirement to better accommodate fire trucks.
- Reducing the maximum building height per the Fire Department's recommendation.
- Revising parking requirements to 1 space per 500 SF for retail uses, and 1 space per 800 SF for other business uses.
- Removing the previously-proposed parking cap. However, if more than twice the minimum amount of parking is proposed, applicants will be required to submit a study documenting the need for additional parking capacity.

Following discussion, Board members raised the following topics for further consideration and/or incorporation into the zoning framework:

- Revising or replacing the diagram (for simplicity) showing dimensional requirements for principal and accessory structures.
- Re-including language related to handicapped parking spaces/parking dimensions.
- Ensuring consistency between Northern Rail Trail signage requirements and directory signage requirements.
- Incorporating language that encourages, but not requires, bicycle racks where appropriate.
- Clarifying differences between Light Industry and Heavy Industry in the definitions.

The Board thanked Brandy Saxton for her work on this effort.

Timber Cuts:

- Steven Fulton – Shaker Hill Road
  - o 2.5-acre cut on a 13-acre lot

Next Meeting:

The next regular Planning Board meeting is scheduled for July 11, 2012.

Adjournment:

Paul Withrow moved to adjourn the meeting at 8:50 PM. Suzanne Laliberte seconded and the motion passed unanimously.