

# 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  
September 12, 2012 – 7:00 PM

Present: Paul Withrow, Suzanne Laliberte, John Kluge-Selectmen's Representative, Dan Kiley, Paula Rowe, Kurt Gotthardt, David Saladino, and Nate Miller – Acting Town Planner

Guests: James Ward, Richard Timmons, Erin Darrow, George Merrill, Pat Merrill, and Annette Tietz, Phil Neily

Vice-Chairman Dan Kiley called the meeting to order at 7:00 PM.

Approval of Minutes:

John Kluge moved to approve the minutes of August 22, 2012. Paul Withrow seconded, and the motion passed unanimously. David Saladino was in attendance at the Aug 22, 2012 meeting and was not noted as present.

Selectmen's Report:

John Kluge reported that the Shaker Bridge will be opening on Saturday, September 15, 2012. The Town has organized a celebration at 11:00 AM on September 15th. Interestingly, the original scissors that cut the ribbon for the previous Shaker Bridge have been found and will be used in the ceremony.

Public Hearings:

I. Continuation of the R & L Auto and Recovery Phase III Site Plan Review Hearing to construct a 6,480 SF commercial building to operate a vehicle recovery and service business. The subject parcel is Tax Map 3, Lot 1-1 located on Old Route 10 in the Commercial/Industrial (C/1) District.

This hearing is a continuation from July 11, 2012. Suzanne Laliberte moved to re-open the public hearing. Paul Withrow seconded and the motion passed unanimously.

Nate Miller advised that there were six key follow-up items from the July 11th meeting: 1) Zoning Board of Adjustment approval for the proposed front setback; 2) Clarifying the vehicle sales and impound areas on the plan; 3) Submission of a Lighting Plan as required in the Site Plan Review regulations; 4) Submission of proof that the NHDES Subsurface Systems Bureau approval of the septic system design remains valid; 5) Submission of an approved Town of Enfield Driveway Permit (the previous permit expired in 2008); and 6) Submission of an engineered design of the proposed retaining walls.

James Ward advised that the Enfield Zoning Board of Adjustment has granted R&L Auto a variance from the front setback in the Commercial/Industrial District. Mr. Ward continued, noting that the Town of Enfield has granted a Driveway Permit for the project.

Richard Timmons advised that the impound areas and vehicle sales areas are now defined on the plan. Ten parking spaces are reserved for vehicle sales and four parking spaces are reserved for an impound area. The vehicle sales and impound spaces are in addition to the 35 parking spaces required for customers and employees of the business.

James Ward advised that R&L Auto is requesting that the Lighting Plan, Structural Retaining Wall Design, and NHDES Subsurface Systems Bureau Permit be conditions of approval for the plan.

Dave Saladino noted that the site plan calls for guardrail. Mr. Saladino advised that the guardrail design should be included in the retaining wall design work.

Kurt Gotthardt advised that the plan is missing a legend and a text description of the scale. Mr. Gotthardt noted that two of the customer and employee parking spaces should be handicapped-accessible.

Paul Withrow moved to close the public hearing. Suzanne Laliberte seconded and the motion passed unanimously.

Suzanne Laliberte moved to approve the R&L Auto and Towing Site Plan application with the following conditions.

- The number of vehicles for sale on the property may not exceed ten (10);
- A lighting plan conforming with Appendix B of the Town of Enfield Site Plan Review Regulations shall be submitted to and approved by the Enfield

Planning/Zoning Office prior to the commencement of the Building Permit process;

- An updated Septic System Plan and copy of the approved NHDES Subsurface Systems Bureau Permit for the septic system shall be submitted to the Town of Enfield Planning/Zoning Office prior to the commencement of the Building Permit process;

- A licensed professional engineer shall prepare a structural design of the proposed retaining walls and guardrail. The retaining wall and guardrail design shall conform to International Building Code standards and shall be submitted to the Enfield Building and Health Office prior to the commencement of the Building Permit process;

- A revised site plan shall be submitted to the Enfield Planning/Zoning office. The revised site plan shall incorporate the following elements: A textual description of the plan scale and a plan legend;

- Two of the 32 customer parking spaces shall be handicapped-accessible spaces and shall conform with ADA parking design requirements.

Paul Withrow seconded and the motion passed unanimously.

Vice-Chairman Dan Kiley called a five-minute recess at 7:55 PM.

Vice-Chairman Dan Kiley called the meeting back to order at 8:00 PM.

II. Continuation of Artech Ski Company Phase III Site Plan Review Hearing to construct a 6,300 SF commercial building to operate a mail-order ski supply business. The subject parcel is Tax Map 40, Lot 17 located on NH Route 4A in the Residential One (R1) District.

This hearing is a continuation from August 22, 2012. Suzanne Laliberte moved to re-open the public hearing. Paul Withrow seconded and the motion passed unanimously.

Erin Darrow advised that Artech Ski Company has responded to all of the site design items identified at the August 22, 2012 meeting. The Enfield Zoning Board of Adjustment has approved a special exception from the front setback requirement, and the site plan has been revised accordingly. The building has been shifted approximately 15 feet to the south.

Erin Darrow continued, noting that the Septic Plan has now been reconciled with the updated site plan, and Artech Ski Company has received NHDES Subsurface Systems Bureau approval. The NHDOT has also granted a Driveway Permit for the project.

Erin Darrow reported that the drainage plan has been updated per the Planning Board's comments. Additional catch basins are now shown in the proposed parking area, and a rain garden is shown at the terminus of the proposed infiltration swale.

Erin Darrow advised that the retaining wall detail, lighting plan, landscaping plan, and snow removal plan have all been provided. The proposed walking path will be ADA accessible, the proposed propane tank will be buried, and the plan legend has been updated.

Nate Miller advised that, at the August 22, 2012 meeting, the Planning Board provided 12 follow-up items to Artech Ski Company related to site design issues. The revised site plan now addresses all 12 of these items.

Annette Tietz, abutter, expressed concerns about the proposed project. Ms. Tietz does not wish to live next to a business. Kurt Gotthardt advised that the Enfield Zoning Board of Adjustment has allowed this non-residential use, and zoning-related decisions do not fall under the purview of the Planning Board.

Ms. Tietz noted that her master bedroom is on the upper floor of her house. Her bedroom view will no longer be of a vacant lot, she will now be overlooking a business. Ms. Tietz expressed concerns about her privacy. Erin Darrow advised that the landscaping plan calls for a buffer of cedar trees between properties. The intent is that the cedar trees will provide a year-round visual buffer. Pat Merrill noted that Artech Ski Company operates on normal business hours (approximately 9:00 to 5:00) and will not typically be operating during nights and evenings.

Kurt Gotthardt noted that the plan legend is missing a symbol for property boundaries.

Dave Saladino advised that the NHDOT Driveway Permit for the project requires entrance and exit signage. The locations of the entrance and exit signage should be shown on the plan.

David Saladino noted that the Drainage Profile Detail has incorrect sump and outlet elevations. Erin Darrow advised that the elevations shall be corrected.

Nate Miller advised that the snow removal area does not appear to be clearly defined. Erin Darrow advised that a layer may have been turned off in AutoCAD. The arrowheads are showing, but not the lines. This will be corrected.

Erin Darrow asked if Planning Board approval would be required in the event that Artech Ski Company wishes to pave their parking area in the future. Following discussion, Board members reached consensus that paving the parking lot would not be a substantial enough site improvement alteration to trigger minor site plan review. However, approvals from the Enfield Zoning Board of Adjustment may still be necessary to pave the parking lot.

Paul Withrow moved to close the public hearing. Suzanne Laliberte seconded and the motion passed unanimously.

Suzanne Laliberte moved to approve the Artech Ski Company Site Plan application with the following conditions.

- A revised site plan shall be submitted to the Enfield Planning/Zoning Office prior to the commencement of the Building Permit process. The revised site plan shall include the following: 1) A clearly defined snow storage area; 2) An updated legend that incorporates missing elements including property boundaries; 3) Locations of the entrance and exit signage required as a condition of the approved NHDOT Driveway Permit; 4) Corrected sump and outlet elevations on the Drainage Profile Detail; and 5) Elimination of Note #1 on Sheet 3 of 7.

Paul Withrow seconded and the motion passed unanimously.

Next Meeting:

The next regular Planning Board Meeting is scheduled for September 26, 2012. There are two new public hearings scheduled.

Adjournment:

Suzanne Laliberte moved to adjourn the meeting at 9:00 PM. Paul Withrow seconded and the motion passed unanimously.