

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
February 13, 2013- 7:00 PM

Present: Tim Taylor-Chairman, Suzanne Laliberte, Paul Withrow, Paula Stone, Dan Kiley, Kurt Gotthardt, John Kluge-Selectman's Representative, Nate Miller- Acting Town Planner

Guests: Christopher Hodge, Jon Putnam, Peter Rich, Nicholas Doe, Sam Vidal

Approval of Minutes:

Suzanne Laliberte moved to accept the minutes of January 9, 2013. Dan Kiley seconded and the motion passed unanimously.

Paul Withrow moved to accept the minutes of January 16, 2013. Dan Kiley seconded and the motion passed unanimously.

Selectmen's Report:

John Kluge reported that the Board of Selectmen had a joint meeting with the Budget Committee recently. This meeting included the Public Hearing to consider a bond for reconstructing Jones Hill Road and the Public Hearing to review the proposed Town budget.

John Kluge reported that the 2013 Town Meeting warrant has been reviewed and is posted. There are three petitioned warrant articles appearing on the 2013 Town Meeting warrant. The first article is to commit \$72,000 in town funding to construct a boardwalk along NH Route 4A between the Town Beach and LaSalette. This article was not supported by the Board of Selectmen or Budget Committee. The Board of Selectmen did not feel that the timing of this article was appropriate.

The other two petitioned articles do not involve funding, and thus, the Selectmen did not take a position on these articles. These articles include

conducting an analysis of streetlights in Enfield to identify lights that could potentially be eliminated, and considering a Conflict of Interest Policy related to the Town's Fire Ward system.

Conceptual Discussions:

Christopher Hodge – Major Site Plan on U.S. Route 4

Christopher Hodge of Centerplan Construction introduced himself to the Board. Mr. Hodge's company is working with Family Dollar, Inc. Family Dollar intends to apply for Major Site Plan review to construct a 8,000 SF retail store at 543 U.S. Route 4 (Map/Lot 15-10-A).

Mr. Hodge provided board members with a conceptual site plan for the property. Nate Miller advised that the town is considering a new zoning proposal for the U.S. Route 4 area, including this property. The Planning Board held a Public Hearing in January to formally consider the proposed U.S. Route 4 zoning district. The Board unanimously approved the proposal, and it will be voted on at Enfield's Town Meeting on March 12, 2013.

Nate Miller provided Mr. Hodge with a copy of the full-text of the proposed zoning amendment. Mr. Hodge advised that he would review his proposed site plan in the context of the proposed zoning amendment.

David Saladino advised Mr. Hodge that a Traffic Impact Study would be required during the site plan review process. Mr. Saladino also recommended that Mr. Hodge contact NHDOT District II to discuss the process for obtaining a Driveway Permit.

The Board advised Mr. Hodge that an appropriate next step would be to apply for a Phase II Site Plan Design Review hearing. This would allow the Board to give on-the-record feedback on the site design prior to the submission of a Phase III Final Application. Mr. Hodge noted that he intends to apply for Phase II Site Plan Design Review during the month of March.

John Putnam – Site Improvement Alteration on U.S. Route 4

Jon Putnam reported that he intends to improve a two-bedroom apartment on the back of the current car stereo business at 411 U.S. Route 4. A member of Mr. Putnam's family is handicapped, and as part of this improvement project, he wishes to construct a cantilevered walkway along the side of the building to connect to the apartment door for ease of access.

Mr. Putnam would like to know if this walkway improvement constitutes a site improvement alteration that would trigger minor site plan review.

Following discussion, John Kluge moved that Mr. Putnam's walkway improvement is not a site improvement alteration that triggers minor site plan review. Dan Kiley seconded and the motion passed unanimously.

Peter Rich – Home Occupation on Adams Road

Peter Rich introduced himself to the Board, noting that he is the owner of Rich and Dow- a home maintenance business that does landscaping and minor home repairs. Mr. Rich is interested in purchasing property on Adams Road in the Residential One (R1) District. Mr. Rich would like to know if his business would be considered a home occupation, and if it would be subject to site plan review.

Chairman Taylor asked about the storage of equipment and materials on the site. Mr. Rich advised that he has a skid steer, tractor, and bobcat excavator. This equipment would be stored in the existing garage on the property and no materials would be stored in outside containers or in other buildings.

Dan Kiley asked if clients would be visiting Mr. Rich's property regularly to conduct business. Mr. Rich advised that his clients do not visit his current office. Rather, they call as needs arise and he responds.

John Kluge advised that minor site plan review is only required if a home occupation has regular interaction with the public. Mr. Kluge does not feel this is the case here.

John Kluge moved that Mr. Rich's proposed home occupation on Adams Road is not subject to minor site plan review. Dan Kiley seconded and the motion passed unanimously.

Nate Miller advised that, while Mr. Rich's proposed home occupation is not subject to minor site plan review by the Planning Board, utilizing an accessory building (e.g. garage) for the purposes of a home occupation in the Residential One (R1) District requires a special exception from the Zoning Board of Adjustment.

Board members advised that Mr. Rich contact Phil Neily, Enfield's Zoning Administrator, to discuss whether a special exception is required.

Public Hearing

Nicholas Doe D/B/A Black Dog Sports Company will apply for Minor Site Plan Review on behalf of Katrina A. Monmaney. The subject parcel is Map 37, Lot 13 located at 411 U.S. Route 4 in the Commercial Business (CB) District. Black Dog Sports Company proposes to convert a 672 SF garage building into a retail sporting goods store.

Paul Withrow moved to find the application complete and open the public hearing. Suzanne Laliberte seconded and the motion passed unanimously.

Nick Doe presented the proposed minor site plan. Mr. Doe has a 672 SF garage adjacent to the Lapan Insurance Building (at 411 U.S. Route 4), and is interested in converting the garage into a sporting goods store that will sell hunting and fishing supplies. Mr. Doe advised that nothing has changed with his proposal since the conceptual discussion in December.

Nate Miller advised that Mr. Doe has received a Driveway Permit from NHDOT District II.

Kurt Gotthardt noted that Mr. Doe's business hours are primarily in the evening. Mr. Doe advised that the existing lighting showed on the site plan should be sufficient without causing unwanted glare onto neighboring properties or onto Route 4.

Chairman Taylor opened the hearing to members of the public. No public comments were received.

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

David Saladino moved to approve the Black Dog Sports Company minor site plan. John Kluge seconded and the motion passed unanimously.

Business:

Route 4 Zoning –Nate Miller suggested that the board jointly submit a “Letter to the Editor” to the Valley News regarding the new Route 4 Zoning. The Board was in favor of doing this and asked Nate Miller to draft the letter on the Board's behalf.

Planning Board Staffing – Due to the increase in activity, the town needs a planner for 3 days a week. Nate Miller advised that the town will be actively recruiting for this position, and asked if anyone on the board would like to

participate in the interview process. David Saladino and Suzanne Laliberte volunteered to participate in the interview process.

Planning Board Member Appointments – Nate Miller advised that Kurt Gotthardt, Paul Withrow, and Paula Rowe’s terms expire this May. All three said that they are still interested in continuing on the board. Mr. Miller will draft a letter to the Selectmen to recommending that they be reappointed.

Informational Items:

NHDES Shoreland Permit – Ronald Elliott on Doolittle Drive.

Next Meeting:

The next regular Planning Board meeting will be held on March 13, 2013.

Adjournment:

Paul Withrow moved to adjourn the meeting at 8:20 PM. John Kluge seconded and the motion passed unanimously.