



Town of Enfield

Planning Board Minutes

July 24, 2013

Approved August 14, 2013

Present: Dan Kiley- Vice Chairman, Kurt Gotthardt- Secretary (7:12), John Kluge-Selectmen's Representative, Suzanne Laliberte, David Saladino, Scott Osgood-Town Planner.

Regrets: Tim Taylor-Chairman, Paula Rowe- Alternate & Minute Taker, Paul Withrow

Guests: Scott Sanborn, Cardigan Mountain Land Surveys LLC, Ruben & Jessica Ramirez

Vice Chairman Dan Kiley opened the meeting at 7:05.

Minutes:

Suzanne Laliberte made a motion to accept the minutes of June 12 as presented with a second from David Saladino. Motion approved unanimously. Scott Osgood noted there is a typo in the agenda on the date of the minutes to be approved. June 12 is the correct date. The file copy of the agenda will be corrected to this date.

Selectmen's Report:

John Kluge stated there were no major items to report. Paving on Jones Hill Road is underway. The next Selectmens meeting is slated to be held in the Enfield Center Town Hall.

The Town is gearing up for Old Home Days. A chili cook-off is planned at the Methodist Church. Chili makers are needed!

Public Hearing

Vice Chairman Kiley noted the Public Hearing was on the Agenda.

Motion was made to open the Public Hearing by Suzanne Laliberte and seconded by David Saladino with unanimous Board Approval.

Minor 2 lot subdivision for Barbara Badgley & Suzanne Place, 464 Oak Hill Road, Map 9/Lot 11

Scott Sanborn of Cardigan Mountain Survey presented plans for a two lot minor subdivision at 464 Oak Hill Road. David Saladino moved and Suzanne Laliberte seconded a motion to accept the plan as complete. The board vote was unanimous in approving the motion.

Two plans were reviewed, one for topography and soils and one for conveyance. Kurt noted the wetlands along the stream on the south side of the plan and asked if there were any additional wetlands on the site. Scott Sanborn indicated that the plan shows the wetlands are derived from the Grafton County Soil Survey map and indicated that the soils seen at the site match the classification. Scott Osgood noted the plan matched the published findings.

Scott Sanborn indicated that the required setbacks are shown on the plan. They have not been delineated on the site. House locations are shown for the existing home but not for one on the new lot. Scott Sanborn indicated the seller has no control over where a new house would be located. Scott Sanborn noted that the new bounds are stone and have been set. Trails are indicated on the map. These trails are not public trails and are not part of the Bicknell Brook trail system. They are on the property and were cut

by the owners for their private use. He noted the trails are well maintained and abut the Bicknell brook trails. With no further questions a motion was made to close the public hearing by Suzanne Laliberte and seconded by Kurt Gotthardt. The board voted unanimously to close the public hearing at 7:20.

A motion was made to approve the plan as presented and seconded. The board voted unanimously to approve the plans. At the close of the meeting Vice Chairman Kiley signed the Notice of Approval and the Mylars. These will be filed with the Grafton County Registry and Enfield File # P 13-07-1

Conceptual Discussion:

Ruben and Jessica Ramirez - Preschool at 11 High Street.

Applicants distributed a conceptual plan for a preschool at 11 High Street. They indicated they have had a similar business in Claremont for a number of years and wanted to move to a town with a good school district to continue this occupation. They indicated there is a market for additional preschool capacity in Enfield. They saw the house at 11 High Street and liked it very much, and decided it would be a good location to open a preschool. They are licensed in Claremont and are familiar with the licensing requirements for this business.

They measured the property and find it will accommodate 52 children. They plan no new construction. They pointed out there are two entrances to the site and to the building. Traffic will enter off Rte 4 and exit on to High Street. New business and directional signage will be provided on both High Street and Rte 4. They expect there to be adequate room for queuing in both the morning and afternoon. They expect minimal impact to traffic on Rte 4 and High St. Members of the board noted the exit looks capable to accommodate the traffic but warn against traffic backing up on to Rte 4. Staff parking was discussed and needs to be shown on the plan to be submitted for approval. The plan needs to show it can accommodate drop offs as well. The board asked if contact had been made with NH DOT District 2. Ruben said he would contact them regarding the entrance and planned traffic. With change of use, the Department will want to review the driveway permit.

Ruben noted the existing lighting is adequate and has no need to be upgraded.

All operations are to be on the first floor. The Ramirez family plans to live on the 2nd and 3rd floors. Business hours will be from 6:30 am to 5:30 pm. They expect this will accommodate parents dropping kids off on their way to work. A recommendation came from the board that a start at 6:00 am may be necessary to accommodate the schedule for the Hospital.

Outside playground and parking space has been considered and found to be adequate.

Suzanne noted there is at present no accommodation for handicap accessibility on High St. Ruben indicated he understands this and plans to address it. Suzanne noted the bathrooms need to be checked for Handicap accessibility as well.

Jessica indicated she is a certified teacher. They also noted they would be hiring local staff to help with the operation. She reiterated this is not daycare but a preschool. She has spoken with some staff at the school and understands there is a program at the school but feels it cannot accommodate all who would like preschool. They do not plan to have afterschool programs.

Ruben and Jessica thanked the board for their time and indicated they would have the material in for site plan review hearing at the next Planning Board meeting on August 14.

Business:

Release of Conditions, sign mylar – Joseph B & Kristine Kennedy - Lot 12-28-03 Case # P13-03-02 Scott Osgood presented the board with the final Mylar for the Joseph B and Kristine Kennedy minor subdivision. The plat was conditionally approved with condition that the correct adjoining plot line be indicated. Scott noted the plan presented is correct and requested Vice Chairman Kiley to accept and sign the plat, which was done.

Ordinance and Map update – Scott presented new language to describe the revised east end of the CB Business district. All agreed the language needed to be more specific for the Rte 4 zone and the revisions to the CB District.

Communication

Brief discussion held on NHDES Wetlands Dredge and Fill Application from Liberty Utility. New lines and guys are being built in the existing ROW from Lebanon. No board action necessary

Acquisition Holdings/Family Dollar- Scott noted no formal communication has been received but a verbal report indicated they have formally applied for a highway permit.

Allowed uses discussion – Scott noted the new Rt 4 district language regarding uses is more general than as written in the existing ordinance. With that, future development in the Rte 4 district need not be held to specific language in the allowed uses category of uses. The board concurred with the difference.

Business guidance – Scott noted he has been requested to develop an information package which outlines the zoning ordinance for new business use. Discussion was held on the Evenchance Subdivision and potential areas for new businesses.

Outreach with Lebanon Planning Director - Scott noted he had a meeting with the Lebanon Planning Director Andrew Gast-Bray. Areas of common interest were discussed. Examples include connecting special use corridors, Park and ride facility coordination, and possible regional planning to specific Town functions.

Excavation – Three existing pits filed the yearly intent to excavate forms.

Next Meeting:

Regular Planning Board Meeting – August 14, 2013

Adjournment:

Motion to adjourn by David Saladino, seconded by John Kluge. Board voted unanimously to adjourn at 8:35