



Town of Enfield

Planning Board Minutes

October, 9 2013

Approved on Nov 13, 2013

Present: Tim Taylor-Chairman, Dan Kiley- Vice Chairman, John Kluge-Selectmen's Representative, Suzanne Laliberte, David Saladino, Scott Osgood-Town Planner.

Regrets: Paul Withrow, Kurt Gotthardt- Secretary, Paula Rowe- Alternate & Minute Taker,

Guests: None

Chairman Tim Taylor opened the meeting at 7:00

Minutes:

Suzanne Laliberte made a motion to accept the minutes of August 14, 2013 as presented with a second from Dan Kiley. Board approved unanimously.

Selectmen's Report:

Selectman Kluge reported on current activities; The Fire Department was successful in fundraising and purchased a new boat and a new set of Jaws of Life, there are continuing discussions on trash removal, and continuing work on the Fast Roads Internet Project.

Public Hearing:

No Public Hearings were scheduled

Business Items:

- I. **Family Dollar** -Review of Plans submitted to meet the Conditional Approval. Acquisition Holdings submitted revised plans for the Site Layout, Grading and Drainage, including a drainage report, Building Floor Plans and Elevations. Scott Osgood presented a memo detailing a review of the plans. Items in the Zoning Code are not fully met with the submittal. Required fenestration is not met on two elevations, sign details are not correct, and plan details and dates are not correct. Remaining items for the original approval were discussed. These are identified as noted below;

ITEMS NEEDED FOR FINAL APPROVAL ON PLANS SUBMITTED OCT 2, 2013.

1. Lack of required fenestration. Provide additional fenestration of a minimum of 160 sf on the south, Rte 4 side, and 278 sf on the Lindopp Lane side.
2. Site plan needs to show the revised footprint of the building.
3. Add approved sign detail.
4. Provide new landscaping plan.
5. Provide properly titled and dated plans.
6. May 8, 2013 Conditions of the prior approval need to be completed as noted below...

May 8, 2013 Conditions of Approval of Site Plan - Family Dollar. – Current Status

1. NHDOT approval of the driveway location and design. - **Done, provide executed permit.**
2. Future vehicle access to abutting properties on both the east and west Side shall be shown on the revised plan. - **Done**
3. Sidewalk location shall be shown on the revised plan to be on the applicants property and not within the NH DOT Right of Way - **Done**
4. The revised plan will show the maximum height of the sign to be not exceeding 16 feet from the top of the sign to the ground. – **Place on revised plan**
5. Plan shall include design information for all proposed lighting, including photometric data, that conforms to the Towns ordinance – **Provide submittal**
6. The final architectural plan shall be submitted and accepted by the Planning and Zoning Department for confirmation that all Route 4 zoning regulations are met. - **See notes above**
7. Submission of an amended traffic study in memo form correcting the traffic volumes for Planning Board records. - **Done (original detail confirmed to be correct.)**
8. Construction details to be included on the revised plan showing the internal roadway and sidewalk to be constructed with original base section and grading, with filter fabric and topsoil and grass cover. – **Place on revised plan**

This information will be forwarded to Acquisition Holdings for action.

II. **Webster’s Brook roadway inspection.**

Scott noted the applicant has begun construction on a third house on the private road/driveway in the subdivision. This activity required the driveway to conform to Town Road Specifications. The Developer was notified that the Town would be performing the inspections and was asked to provide information on the material placed, and to supply an excavator to inspect the sub grade.

III. **Site Plan requirements discussion.**

A discussion was held on code requirements for filling a site. Scott noted federal requirement for areas over 1 acre, but these are not State or Town requirements. Scott further noted that the Site Plan Review process requires a Site Plan review if a site is altered, even without new development.

IV. **Discussion on revoking Site Plan Approval. –**

Discussion was held as to the process when a bond expires on a previously approved and recorded subdivision which has exceeded the time frames for performing work as noted in the State RSA's. The Board directed the Town Planner to prepare correspondence to the Developer that the plan may be considered for revocation in light of the failure to perform the work in the required time frame and due to the fact that the security bond has expired.

V. **Driveway permits –**

Scott discussed recent permit requests noting the requirement that the details in the Zoning Ordinance are to be met to secure a permit. Width of the driveway is a key issue. Secondary entrances can be approved if the site distances noted in the ordinance are met.

VI. **Ordinance update review –** A detailed list is in preparation for potential warrant articles.

VII. **Master Plan Update –** Discussion was on the necessary extent an updated plan would need to done to be valid under the RSA’s.

Communication - No additional items noted

Informational Items:

- I. Northern New England APA Conference – Sept 19, 20, 2013
Scott noted there were worthwhile seminars on Shoreland Protection and the changes in the law as well as a seminar on water quality research.
- II. TIF meeting - TIF meeting was held on September 19. Budget items and loan possibilities through the Grafton County economic development agency were discussed.
- III. EVA Business Summit – October 29th. Scott noted an effort by the EVA Economic Development Committee is underway to brainstorm new business ideas for the Town. Extensive discussion on the possible form and location of a large supermarket was also discussed.
- IV. UVLSRPC Regional Plan hearing October 3 – Scott and Dan attended the hearing in Canaan. There was light attendance with a few from Enfield, Dorchester and Canaan. Group discussions were held on Regionalization, and Transportation.
- V. Consultations – Scott noted there have been inquiries as to available land for development.

Conditional Approvals:

- I. Preschool at 11 High St – S-13-08-01 – Scott noted the two conditions for approval, which were:
 - Procure a State Driveway Permit on Rte 4
 - Provide a plan and details on the exterior lighting which show the regulations are met.

The applicant has provided the information and Scott confirmed it met the conditions. Vice Chairman Kiley signed the closeout document for the release of the conditions.

- II. Aiken Self Storage on Lovejoy Brook Road – Scott noted the two conditions for approval, which were:
 - Confirmation by a registered Engineer that the flood plane is not affected.
 - Information confirming that the exterior lights meet the zoning ordinance requirement have been met.

The applicant has provided the information and Scott confirmed it met the conditions. Chairman Tim Taylor signed the closeout document for the release of the conditions.

Next Meeting:

Regular Planning Board Meeting – October 23, 2013

Adjournment:

Dan Kiley made a motion to adjourn at 7:50 p.m. with a second from Suzanne Laliberte. Motion carried.