

Present: Brett Hunter (Future Chairman), Vice-Chairman John (Jack) Karcz, Members John (Jack) Downing, Andrew Kohlhofer, Roger Barham, Building Official Bob Meade, and Land Use AA/Recording Secretary Casey Wolfe.

This meeting was live broadcast on FCTV channel 22.

Mr. Karcz opened the meeting at 7:01 pm.

I. Important Business

Mr. Barham made a motion to elect Mr. Hunter as Chair. Mr. Downing seconded that motion with all in favor. Mr. Karcz will continue as Vice Chair. Mr. Karcz acted as chairman for this meeting.

II. Minutes

Ms. Wolfe mentioned that Ms. Rowden suggested waiting to accept the minutes due to their importance and length. All agreed. It was discussed if Mr. Barham's PowerPoint from the previous meeting should be included in the minutes. Mr. Barham and Mr. Meade felt it was a good idea. Mr. Karcz wondered if it would be a good idea to include the attorney's letters as part of the minutes. Mr. Barham suggested instead setting up a link on the Planning Board web page to make it easy for people to access public record. Mr. Meade asked if the last waiver should also be part of the minutes. It was agreed it should.

There was discussion about whether Thomas O'Brien was made a full PB member and if so, when. There was some disagreement and Mr. Meade said he would look into it. He felt he was pending BOS approval.

III. CONTINUED APPLICATIONS – None – This meeting is a WORK SESSION

IV. NEW APPLICATIONS

Gravel Renewal Application for Darlene Olson/ PJP Inc. on Parcel 02-151.002; located at 662 Main Street

Present: Darlene Olsen

Ms. Olsen came before the Board to discuss her Gravel Renewal Application. She was concerned about the timeline of her application. She anticipates the property being sold during the application process. She wondered if she should continue the application under PJP Inc. even though there may be a name change. Mr. Karcz felt that Ms. Olsen should keep going with the application. Mr. Barham agreed to this because the new name change is not set in stone. Mr. Kohlhofer wondered if new ownership means a different permit. Mr. Barham felt that this was not the case and that it is a continuation of an existing business – just under a different name. Mr.

Karcz restated to Ms. Olsen that she is safe to keep going with the application. All agreed to ask Ms. Rowden about the process to change the name of a business and the paperwork required.

Informational Bill Gregsak - also on parcel 02-151.002

Present: Bill Gregsak, Michael Rislove and Anders Ragnarsson

Bill Gregsak from Gregsak Engineering introduced himself to the Board. He stated that he is proposing to upgrade the existing gravel road on the property and put in an industrial manufacturing building for assembling shear walls and perhaps a future building for assembling machinery (chippers and spreaders). The idea is that Mr. Rislove would purchase the property from Ms. Olsen and continue the gravel operation. The plan for the size and height of the manufacturing building would be greater than what the current zoning ordinance allows for. He also mentioned that he came before the board last year (July).

Mr. Barham felt that the size of the building would not be a problem and that the business would be in tune of the town's intent. Mr. Meade did say that the Fire Chief may be concerned about the height of the building and that the Zoning Board would have a problem with one of the uses of the building (the property is in the aquifer). Mr. Kohlhofer asked if the setbacks are in place and Mr. Gregsak responded that everything will be updated to current standards. They are looking for construction to be ready next May. He mentioned that the business would employ 20 to 40 people and the Board was pleased.

Mr. Meade brought up if another road would need to be constructed for a second way out if the back of the parcel is developed. Mr. Kohlhofer asked if the Fire Department requires a turn around. Mr. Rislove talked about a cul-de-sac beyond where the gravel operation is. Mr. Meade also asked about using the pond as a fire pond. Mr. Gregsak stated that the Fire Chief asked for a cistern.

Mr. Karcz wrapped up the discussion by asking if there was anything else to be presented to the zoning. Mr. Meade summarized that the building was too high, too big, and in the aquifer. The Planning Board felt that Gregsak Engineering should feel good about moving forward with plans pending ZBA approval.

Informational KTM – on parcel 03-37.001; 25 Spaulding Rd.

Present: Tara Saxton

Mr. Meade summarized to the Board what KTM Properties wants to do: they currently have two buildings and they want to construct a third building (with the foundation already in place). He explained that he contacted an attorney asking if KTM needs a Planning Board approval to construct this third building. The attorney responded that he felt the building meets substantial completion and the developer is exempted from new zoning permanently. Mr. Meade also addressed the issue of the condition of the foundation. He has looked at it twice now and there are some cosmetic problems.

Ms. Saxton came before the Board explaining she wants this third building to have smaller spaces for future tenants. She has found that 3,000 square feet is too big for most people. There was discussion about ADA access to the second level units and Tara explained that the second levels would have restricted use. Mr. Meade did bring up that KTM is not approved for storage. Ms. Saxton explained that KTM would just be using the space for construction storage. There was discussion about whether an amendment would need to be made in the site plan for storage. Mr. Downing brought up that the site plan spells out the allowed uses already. Ms. Saxton explained that there would be no trucks – just a forklift. Mr. Kohlhofer brought up that this is not a storage business and that storage is simply a part of business in general and an extension of the allowed uses. Mr. Karcz stated that it seems like everything is fine and that no amendment is needed.

V. CAPITAL IMPROVEMENTS PLAN (CIP) – No updates at this time.

VI. BUILDING INSPECTOR’S REPORT

Mr. Meade submitted his report for the end of February: no new homes, one garage, a shed, a barn renovation (Beede Hill), six renovations and eighteen trade permits. This is more than last year with merely one renovation and twelve trade permits.

Mr. Meade mentioned that there is already three new homes this month (Spaulding Rd., Kelsey Dr., and Tarah Way).

There was an update on Scott Supernant (Whittier Dr.) and Mr. Meade also spoke about Seacoast Farms and reporting to DES (last fall). Mr. Meade will write to Bob Kelly from Seacoast Farms. There was discussion about tailings and windrows being out of compliance. Mr. Kohlhofer wants to confirm that there is a limit to tailings in the site plan. Mr. Barham will follow up with Dan Tantem.

VII. OTHER BUSINESS

Sign Sub-Committee’s Report

Mr. Barham directed everyone’s attention to the white board where there is a brainstorm of issues that a new sign ordinance would need to address. Some of these issues includes: differentiating between residential and commercial signs, allowing a certain number of sign and their time duration, allowing additional signs during election, defining a permanent sign (vs. a temporary sign), addressing the allowed structures and materials of a sign, and defining what is *not* a sign. Mr. Barham said that this brainstorm was the first meeting of the Sub-Committee and that the goal is for the new sign ordinance to be shorter and more user-friendly.

VIII. INCOMING CORRESPONDENCE

The March/April issue of NHMA’s *NH Town and City* arrived.

Mr. Barham made a motion to adjourn the meeting at 8:13 pm. The motion was seconded by Mr. Downing with unanimous favorable vote.

Next regular meeting: April 6, 2016

Respectfully Submitted,

Casey Wolfe
Land Use Administrative Assistant

Action Items:

- Mr. Meade to contact Seacoast Farms
- Mr. Meade to contact Ms. Rowden about Ms. Olsen's/Mr. Rislove's excavation permit
- Mr. Barham to send Mr. Meade last meeting's power point
- Mr. Meade to check if Thomas O'Brien was voted as full PB member