

TOWN OF JAFFREY
Jaffrey, New Hampshire
PLANNING BOARD
Meeting Minutes
June 14, 2011

Present: Chairman Merrell, Members Deschenes, Despres, Doane, Grodin, Kresge, McCarthy, Moore and Selectmen's Representative MacIsaac

Absent:

Staff: Recording Secretary Lemire, Jo Anne Carr, Director of Planning and Economic Development, Building Inspector Baron

MEETING MINUTES APPROVAL

On a motion by McCarthy, seconded by Doane, the April 12, 2011 minutes were approved as submitted. (7-0)

PRELIMINARY HEARING

Mike Shea – Monadnock Plaza (amend site plan)

Mr. Shea is representing Belletetes, owner of Monadnock Plaza. One of their tenants, Dunkin Donuts, would like to reconfigure and improve their drive-up service and Mr. Shea is before the board for their comments and suggestions.

What is being proposed is to relocate the drive-thru window so that it is in the same proximity as the inside workstation. The exterior of the proposed drive-thru window will be similar to what is presently there with the exception that it will not reach out as far. The order board would be moved to a granite curb island within a newly created queue up area in the parking lot and there will be a painted island to the right side of the curb. Approximately 65% of their business goes through the drive-through so to aid in making the area safer the driveway that connects the bank and the plaza parking lot will be permanently closed, and restriping and remarking of the lot will be done. A painted stop line and a stop sign will be put in place with the hopes of keeping people from blocking the fire lane.

Member McCarthy asked how far back the new window will be. Mr. Shea estimated 40 feet vs. approximately 80 feet. Chairman Merrell asked what the typical queue is. Mr. Shea felt it would depend on the time of day but to say 6 or 7 cars would not be unrealistic.

Member Doane feels that with the amount of traffic that passes through the area perhaps a barrier of some sort would be more noticeable than the proposed painted island. Also mentioned was the frequency in which people will ignore the fire lane and block it causing the potential for an accident with those entering from the Webster St. side. Has any thought been given into closing the fire lane? Chairman Merrell agreed that closing the fire lane would be a good idea however they would first need comment from the Fire Chief.

Mr. Quinn, owner of the Dunkin Donuts pointed out that presently people come in from all directions to get to the menu board because that is where the line begins. Once the board is moved to the proposed location which is the other side of the fire lane he feels the traffic will be a bit more orderly.

Member Deschenes asked if the proposed location of the menu board will be in compliance with the Zoning Ordinance (section 14.9.8). Mr. Shea was not sure. It was suggested that perhaps some type of shrubbery could be used to shield the menu board from the street.

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Member Doane asked if there were any plans for lighting. Mr. Shea stated that it does not require any additional lighting at this point.

Mr. Shea stated that he is ready to submit his application and because the project is affecting a small portion of the plaza he would like to know from the board if he could reference the previously approved site plan which does show all of the underground utilities, drainage and elevations as they currently are. All waivers being requested will be put in writing. Chairman Merrell did not see that to be an issue.

CALL TO ORDER

Chairman Merrell called the public hearing to order at 7:30 p.m. Notice of public hearing PB 11-05 and PB 11-06 was posted in the Town Office building, the Library; copies were sent to the Planning Board, the Conservation Commission, and the Board of Selectmen.

APPLICATION ACCEPTANCE

1. PB 11-05; Drew, Edward, 2 Monadnock View Dr., Map 240/ Lot 7.2, Zone: Rural (without town water).

Technical Sub-division - The applicant proposes a lot line adjustment.

On a motion by Doane, seconded by Deschenes the application proposing a lot line adjustment was accepted. (7-0).

On a motion by Kresge seconded by Grodin the board determined that the application was not one of regional impact. (7-0)

2. PB 11-06; Rogers Engineering Solutions LLC (property of 56 Peterborough St Jaffrey NH 03452, LLC), 56 Peterborough St., Map 245/ Lot 5, Zone: General Business.

Site Plan – The applicant proposes to amend a previously approved site plan.

At the time of acceptance, neither the Engineer nor the property owner was present. It was the board's decision to take no action. The applicant will be instructed that he can reapply for the July meeting and abutters will have to be re-notified.

PUBLIC HEARING – NEW

1. PB 11-05; Drew, Edward, 2 Monadnock View Dr., Map 240/ Lot 7.2, Zone: Rural (without town water).

Technical Sub-division - The applicant proposes a lot line adjustment.

Presentation: Edward Drew

Appearance: John Field

Mr. Field is planning to purchase 1.52 acres of land from abutter Edward Drew and subsequently proposing a technical sub-division. A portion of the 1.52 acres is under water in what is known as

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Dead Swamp. The land is undevelopable for two reasons. 1) It is under water and 2) There is a 100' PSNH easement through the middle of the property; there is a small portion of wooded area.

Member Moore asked if his desire to purchase the land was to qualify for current use. Mr. Field replied that it is part of the reason but the primary reason is that the location of the 1.5 acres controls his view of the mountain. When he purchased his home in 2003 the trees were low and he had an unobstructed view. The trees have since grown and the view has faded. By owning the land it allows him to take down the trees that are eligible to be taken down or at least top them off in order to reclaim his view.

There being no further questions Chairman Merrell closed the public hearing.

PUBLIC HEARING – CONTINUED

None

DECISIONS

1. PB 11-05; Drew, Edward, 2 Monadnock View Dr., Map 240/ Lot 7.2, Zone: Rural (without town water).

Technical Sub-division - The applicant proposes a lot line adjustment.

On a motion by Grodin, seconded by Doane the application proposing a lot line adjustment was approved as presented and per testimony. (7-0).

OTHER BUSINESS

- Impact Fee update -
Jo Anne Carr, Director of Planning and Economic Development stated that Bruce Mayberry met this morning with department heads to go over procedures and how they might look at updating the impact fee ordinance. There was some discussion on whether the board would want to bring a revised impact fee ordinance to town meeting in the next year or perhaps just clean-up and adjust the fee schedule so that it conforms to the ordinance.

Chairman Merrell has one concern and that is that the ordinance does not address commercial development which would involve a change in the ordinance and that would also involve a decision by the Planning Board as to whether or not we should make the change. Ms. Carr stated that it does include commercial development we just don't charge a fee to it. Our fee schedule is limited to residential.

Ms. Carr mentioned that if they are revising the fee schedule they would want to make sure for commercial/industrial there was a waiver procedure for exempting the school fees for example so that it would be appropriately applied. This was a subject touched on during the meeting with Mr. Mayberry and it may be possible to address it through the fee schedule instead of the ordinance. He will research it a little more and report his findings.

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Ms. Carr added that the current schedule is based on 1989/1990 construction costs and the board at the time opted to charge half of that – 50%. Presently they are looking at the fee schedule based on cost of capital expenditures rather than linking it directly to population.

Selectmen's Representative MacIsaac asked how the money is tracked. Ms. Carr explained that it is tracked by map and lot number, they do have to assure that they spend the money within six years and it should be tracked in accordance with the Capital Improvement Plan.

- Class VI Road update -
Chairman Merrell asked for an update. Member Kresge stated that there is nothing to report at this time.
- Charrette presentation to be held at 7:00 p.m. on June 30th at the Jaffrey Civic Center
- Planning Commission annual meeting will be held on Tuesday, June 21st.

ADJOURNMENT

The meeting adjourned at 8:15 p.m.

Submitted:

Erlene Lemire
Recording Secretary

Attest:

Edward Merrell
Chairman, Jaffrey Planning Board