

**MINUTES
NEW DURHAM PLANNING BOARD
17 JUNE 2014**

Acting Chair Drummey called the meeting to order at 7:05 pm.

Roll Call: Scott Drummey (Acting Chair), Paul Raslavicus, Dot Veisel, Recording Secretary Amy Smith.

Excused: David Swenson, Bob Craycraft, Terry Chabot, Craig Groom.

Others Present: Videographer Vaughn Morgan, Christopher Maynard, Tom Varney, PE, Elaine Planchet.

Public Input: There was no public input.

PUBLIC HEARING – Christopher Maynard – Site Plan Review – automobile sales & inspection facility – Map 251 Lot 1 – Rte. 11/Depot Road

Acting Chair Drummey opened the public hearing for Christopher Maynard for a site plan review for an automobile sales and inspection facility located on the corner of Rte. 11 and Depot Road, Map 251 Lot 1. Present for the hearing was Tom Varney, PE and Christopher Maynard. Board members reviewed the revised plans prepared by Mr. Varney. Mr. Varney noted on page 2 of the plan set he added notes stating: all onsite vehicles are to be parked on the porous pavement, the total number of vehicles for sale are to be less than 25, a change in business activity other than auto sales, light auto repair, and inspection requires Planning Board approval, the stormwater management plan is to follow the operation and maintenance manual, the landscaping plan is part of the site plan and the Board's intent for landscaping is complete installation with long term maintenance. Mr. Varney also noted a signature block was added to the second page, a planter island was added after the 9th parking space along Rte. 11, a light pole was added by the driveway, a snow pile area was moved, and a gate was added to the dumpster. Mr. Varney also stated Atty. Arthur Hoover revised the Easement Deed to reflect the 50' width and the State issued a driveway permit. Mr. Varney also noted the Zoning Board hearing was recessed until 8 July 2014 as there was not a full Board (5 members) the night of the hearing.

Mr. Raslavicus noted at a previous hearing Ms. Veisel made a motion to include waste disposal in the Impact Study. Mr. Raslavicus asked if waste disposal was addressed in the impact study. Mr. Varney stated it is mentioned and waste disposal will follow best management practices. Mr. Raslavicus questioned the appearance of the building based on the requirements in the Site Plan Review Regulations Section VII - B- 25. Mr. Maynard stated the building exterior will be blue vinyl siding. Mr. Maynard stated he is unsure the trim color but he is thinking cream or slate. Acting Chair Drummey asked if Mr. Maynard decided on the cupola. Mr. Maynard stated he hasn't. Mr. Maynard stated he thinks a cupola would look nice but doesn't know the mechanics of it and if it would create roof issues. Acting Chair Drummey stated a cupola shouldn't create roof issues. Mr. Maynard asked the size of the cupola. Acting Chair Drummey stated 4' x 4' or 4' x 6'. Ms. Veisel asked if the Board was requiring a cupola. Acting Chair Drummey stated the Board is not requiring a cupola, the cupola is only a suggestion. Mr. Maynard stated he would put a cupola on the building. Mr. Raslavicus asked if there was a septic design for the project.

Mr. Varney stated not yet. Acting Chair Drummey noted a septic design would be required prior to getting a Certificate of Occupancy.

Mr. Raslavicus stated he had some concerns with the State issued driveway permit. Mr. Raslavicus read the last sentence of the permit which states "Pursuant to your application dated May 1, 2014 we are hereby permitting the Change of Use from a Sporting Goods Store to an Automotive Sales Business only." Mr. Raslavicus stated the permit is specifying automobile sales only and not addressing the inspection station or light repair. Mr. Raslavicus also stated the permit specifies the driveway shall not exceed 24 feet in width and the Town requirement for a road is 25 feet. Mr. Varney stated this permit is only for a driveway, should they build a road in the future they would need to go back to the State for another permit. Mr. Raslavicus stated it may be easier to ask the State for the extra foot now than go back and ask for it in the future. Ms. Veisel suggested following up with the State to clarify the statement that the driveway permit is for automobile sales only. Mr. Maynard stated he would.

Mr. Raslavicus suggested incorporating the most recent Cameron's Home and Garden Center landscape plan onto the plan to be recorded. There were no objections from the Board. Mr. Raslavicus also stated that an 'Operation & Maintenance Log' for weed control, irrigation and landscape maintenance is required by the Town Center Ordinance.

Board members next discussed lighting and the hours the business will be illuminated. Mr. Maynard stated he plans on having security lighting around the building which would be on all night. Mr. Maynard stated the other lights will be shut off at 9 pm. Board members next discussed whether the sign could be illuminated. Ms. Smith read Article XVI F of the Zoning Ordinance, the last sentence reads "Signs may be illuminated only during working hours for the respective business." She also stated per Zoning Ordinance Article XVI - F, signs may be illuminated at the discretion of the owner using external white incandescent or fluorescent lighting.

Mr. Raslavicus asked Mr. Maynard what his hours of operation would be. Mr. Maynard stated 8 am - 8 pm Monday - Friday, Saturday 8 am up to 5 pm, and closed on Sundays. Mr. Raslavicus questioned what light repair is. Mr. Maynard reiterated what he stated at previous meetings that he was not advertising his business as a repair facility but he would do minor repair work for customers who had bought vehicles from him. Mr. Raslavicus stated he understood that part but was questioning where the line was drawn for those customers who did not buy vehicles from him but just brought their vehicles for inspection and needed repair to get a sticker. Discussion followed. Mr. Varney suggested stipulating the mechanical work is limited to State inspection requirements for people coming in for State inspections whether or not they purchased the vehicles from him. Board members agreed this was a good way to word it.

Acting Chair Drummey suggested recessing the hearing until after the 8 July 2014 ZBA meeting.

Ms. Veisel made a motion to recess the public hearing for Christopher Maynard for a site plan review for an automobile sales and inspection facility located on the corner of Rte. 11 and Depot Road, Map 251 Lot 1 until 15 July 2014 at 7 pm at the Town Hall. Mr. Raslavicus seconded the motion. The motion was unanimously approved.

Elaine Planchet - Zoning Ordinance Edit

At 8:35 pm Editor Elaine Planchet stepped forward and discussed her proposed outline for the Zoning Ordinance edit. Board members reviewed the outline prepared by Ms. Planchet. Ms. Planchet explained her thoughts on the reformatting of the document. Ms. Planchet suggested adding links to maps of the various overlays within their respective sections, for example Steep Slope and Aquifer Protection Overlay areas. Board members agreed this was a good idea. Board members also agreed that Ms. Smith would be the contact person and would relay any questions Ms. Planchet may have to the Board. Ms. Planchet made it clear that her role is to reformat and edit and not make any substantive changes. Ms. Planchet stated she will keep notes on substantive changes the Board may want to look into. Ms. Planchet stated she will begin working on the edit and will deliver the first half of the draft to the Board by 1 August 2014.

Review of Mail

Board members reviewed a Wetlands Permit application from James Barwell, Map 111 Lot 024.

Review of Minutes

Board members reviewed the minutes of 3 June 2014. Mr. Raslavicus suggested adding on Page 5, 6th line down, "Mr. Raslavicus continued by reading Article XVII Section F-2-b which states, "No new building, except for water related structures, shall be located in a flood hazard area, or less than 50 feet from any water body or river course." Mr. Raslavicus stated in his opinion the dwelling must be located outside the 50 foot lake buffer." **Mr. Raslavicus made a motion to approve the minutes of 3 June 2014 as amended. Ms. Veisel seconded the motion. The motion was unanimously approved.**

Board members agreed to hold off on approval of the 13 June 2014 site walk minutes until the next meeting as there was not a quorum of members present at tonight's meeting who also attended the site walk.

At 9:32 pm Ms. Veisel made a motion to adjourn. Mr. Raslavicus seconded the motion. The motion was unanimously approved.

Respectfully submitted,

Amy Smith
Recording Secretary