

**Planning Board**  
Town of Washington  
May 3, 2011

**0.0 Assembly**

**Members Present:** Nan Schwartz, Tom Marshall,  
Jim Crandall

Lynn Cook arrived shortly after the start of the meeting and resumed the Chair position. Lionel Chute arrived after the start of the meeting.

**Alternates Present:** Steve Terani, Michelle Dagesse

**Members and Alternates absent:** Bill Cole

**Visitors: Allan Dube, Laurie Dube, Dale Moser,  
Jean Kluk, Lou Borey, Joyce Borey, Bob Guerin,  
Marta Guerin**

**1.0 Minutes:** Crandall motioned to have Terani and Dagesse sit in for Cook and Chute. Schwartz seconded the motion. All voted in favor.

Crandall motioned to approve the meeting minutes of April 5, 2011. Marshall seconded the motion. All voted in favor. Crandall spoke regarding his concerns with the procedure of posting/emailing the Planning Board minutes. He stated that last month there were typographical errors in the minutes that went out and sets a bad light on the minutes. Marshall stated that the normal procedure is that Dagesse sends the draft minutes to the Board members for review and comments then a draft copy is emailed out to the public; these are only draft minutes until the next meeting when they are officially approved. Last meeting was an exception since both Dagesse and Schwartz (both normally take the minutes) were not available. Dagesse typed minutes from notes taken by Chair Cook and Marshall, they were reviewed and emailed by both and Dagesse emailed them out.

**2.0 Driveway Permits -**

2.1 None

**3.0 Mergers -**

3.1 None

**4.0 Old Business**

4.1 Laurie Dube, business sign issue. Laurie and Allan said that they were not quite sure why they received a letter regarding a sign permit and Cook explained that anyone running/operating a business in the Town must have a sign permit (if they are going to display a sign) and Schwartz reviewed the sign requirements with the Dube's. Marshall discussed different options available (locations that they may want to display/posts) and warned that there may be an issue with the utility company regarding hanging a sign from their pole. The Dube's will return the application at the next month's meeting. The Board thanked the Dube's for coming in, Marshall said that the Board is trying to get everyone on the same page with permits. Allan Dube suggested that the Board send the application in the mail to anyone else that needs a permit in order to save time. The Board agreed and will be sending out letters and applications. (See 4.3)

4.2 Bob Guerin, Lempster Mountain Road driveway issue – Guerin said that we are looking to see if we could use that first six hundred section of Old Burbank Road as a driveway. Cook said that there is a building moratorium on a Class VI road. Cook asked how far back would the proposed house site be? Guerin answered 1400 feet. Crandall asked if Old Burbank Road cuts across their property? Guerin answered yes. The Board advised Guerin of his options for constructing a driveway, a Class

VI road and Class V road, and the possible need to sign a waiver release, which would be filed at the registry with the deed. Marshall said that a parallel driveway does not make sense in this case. The Board will further discuss the issue before the Selectmen, on Thursday afternoon, and have an answer for Mr. and Mrs. Guerin on Friday.

- 4.3** Un-permitted businesses and signs discussion – Schwartz stated that she and Michelle had looked through all of the business permits and sign permits that were on file and she created the list before them. Crandall asked how long a business permit is good for? Schwartz said that she did not see anywhere that they expired. Crandall asked that the Board review the list and remove the businesses that are no longer operating, no such person living in the Town anymore or if the prior business owner was deceased. The Board reviewed the list and did remove such names. Business owners without sign permits that do have displayed business signs will be sent a letter along with a sign application. Schwartz motioned that the Board waive the \$30.00 fee for a business sign for the next three months to allow everyone to become compliant. Marshall seconded the motion. All voted in favor. The Board reviewed the list of non-permitted business (which was included on the handout) there are several businesses advertising in the Washington telephone book that do not have a business permit. Dagesse to send letters advising that the business owner must complete the application. Cook motioned to waive the application fee for the non-permitted business permit for the next three months. Schwartz seconded the motion. All voted in favor.

- 4.4** Subdivision regulations update – The Planning

Board will review next meeting.

- 4.5** Lot assessment progress report- Schwartz has put together a comprehensive binder with the tax-deeded properties in Lake Ashuelot Estates. Site visits will be happening shortly. The group discussed how to work the site visits, possibly small groups, one or two members with each group taking notes and using the information/assessment guide. The details will be coordinated by Schwartz.

**5.0 New Business –**

- 5.1** Dale Moser, cooking business – Moser advised that she is working on getting a homestead license to bake pastries from her home. She said that she would not be a bakery. Moser wanted everyone to know that she would be baking out of her home. Moser explained what the description of the homestead license to those Board members who had not heard of it before. Schwartz said that this business would fall into the cottage industry and does not need a business permit. Moser was provided a sign permit for the future if she decided to hang a sign in front of her home. The Board wished Moser good luck and thanked her for the information.
- 5.2** Master Plan Update – The Board discussed that there is a need for an update.
- 5.3** Lou Borey asked about a structure built off Bear Hill Road and how would this comply, in reference to Mr. Guerin's question? (See 4.2) Cook said that building permit was issued before the moratorium of no building on Class VI roads. Marshall said that these building permits were issued years ago. Cook said the property owners would have had to sign a release waiver and that

this document is filed at the registry.

**6.0 Communications:**

- 6.1** Copy of email from Russell Putnam, SBA Communications to Bob Fraser regarding cell towers. – Filed
- 6.2** Intent to cut form for TM#03-009-02. –Filed
- 6.3** Letter from Lake Ashuelot Estate Inc. requesting a copy of information provided from Nan Schwartz to the Selectmen. – Schwartz to respond
- 6.4** Letter from the New Hampshire Land Surveyors Association regarding boundary line and surveyor – Filed

**7.0 Adjournment-** Meeting Date - next Planning Board meeting, June 7, 2011 at 6:30PM. Crandall motioned to adjourn, 8:51PM. Marshall seconded the motion. All voted in favor.

Respectfully submitted,

Michelle Dagesse