

Washington Planning Board

Meeting Minutes - Draft

August 7, 2018

0.0 Assembly: 6:30PM, Town Hall

0.1 Members present: Crandall, Hatch, Dulac, Krygeris and Schwartz

0.2 Alternates present: Kluk and Terani

0.3 Members and Alternates Absent:

0.4 Visitors: None

Crandall opened the meeting at 6:30 PM.

1.0 Minutes: July 3rd meeting and hearing – Crandall asked if there were any comments on the minutes. Hatch caught a typo on page 2, Schwartz will correct. Hatch made a motion to approve as corrected, Crandall seconded the motion and all voted in favor.

2.0 New Business:

2.1 Jim Russell – Crandall said that Jim Russell sent us a letter of resignation as an alternate member of the board. We wish him well and thank him for serving on the board.

2.2 Budget report – Schwartz received a current budget report and reported that we have around \$850 unspent at this point.

2.3 LUO suggested change – Kluk gave us the background on this issue. A person in the WLA subdivision on East Washington Road has been constructing multiple small sheds (under 50 sq. ft.) with concrete footings and they have several picnic tables and a swing installed. They park a car on East Washington Road and walk in on a footpath. We issued a driveway permit a year ago but the driveway has not been installed as yet. Selectman Marshall went out to inspect what was going on. The lot has deed restrictions as part of the WLA subdivision, which restricts what can be built before a dwelling is built. The Washington Lake Association is dealing with that issue. BoS is concerned that many more small sheds can be built without the town's knowledge and they could be used for camping. Schwartz said they are not dwellings so they can't be used for occupancy and sanitary facilities would need to be provided if they were. Kluk said this made us look at the LUO and the building permit section, it is felt that building permits should be required for any/all buildings/structures, now they are not required for under 50 sq. ft. Eventually the assessors pick these structures up on the property card when they go out to do pickups, but they aren't checked for setbacks until after they are already built. Kluk said that the other issue to look at is the parking section; we should require a minimum of 2 parking spaces for any new use of land. We also need to add accessory dwellings to the parking section now that we allow them. Kluk had suggested language for the LUO that we reviewed. Kluk said the third piece is to limit the number of accessory structures that can be built on a property (exempting farms from this restriction). Krygeris asked how it would affect something like Montfort. Kluk said they are grandfathered but it would affect further building. Crandall said this one is tough and we need to look at it further. Schwartz commented that you could easily have multiple structures; if you have a garage and a tool shed that is already two and if you wanted a gazebo or screen house you and some other small shed you are quickly getting over the number mentioned as allowed. She thinks the impervious surface restriction takes care of

- too many buildings on a small lot. Krygeris said that when the non-requirement of building permits for under 50 sq. ft. was started it was because they weren't taxed at the time, now they are taxed. Crandall said he thinks we have consensus on the changes for the building permit section and the parking requirement. we will continue to discuss the limiting of structures. All agreed.
- 2.4 **CIP** – Schwartz said that she made the CIP request packets and put them in the Department mailboxes. She said departments have until September 12th to return them to us. She will work on updating the CIP document in anticipation of receiving the request forms.
- 3.0 **Old Business:**
- 3.1 **Business Permits and term limits** – Crandall asked us to go over the list of current business permits that Schwartz sent out. We looked over the list and those that are deceased or no longer in town doing business were starred, others we were not sure of and will need to check on. Schwartz will make a separate list of businesses currently doing business in town. Crandall wants to have an expiration date and simple renewal process. He would stagger the expiration dates on current business permits and new permits would have a 3 year period with renewals for an additional number of years. Schwartz said we need to look at the business permit application and the site plan review. Hatch asked if we have the right to check on whether a permitted business is still the same as when the permit was issued. Krygeris suggested we send a letter asking a business if anything has changed and have no fee to renew. Crandall will draft something and it was suggested that the original permit should be attached. Krygeris said this is similar to non-profit businesses and the way the state makes sure they are still doing business according to their bylaws. Crandall would like to have an application to renew. Kluk said a time frame for responding would be good, or we will assume they have closed their business and the business will have to go through the application process all over again if they are still doing business in town. Hatch is worried about the work we are creating and what the purpose is. He is struggling with this; the majority are minor/home businesses and we should really review the list and consider that. Dulac wants us to keep in mind that we want to be business friendly and encourage small businesses. Krygeris suggested we find out who is still doing business and make a good list and hold off on deciding what to do for this year. Hatch agreed. Schwartz will come up with a list and we can contact those we aren't sure if they are still doing business. Kluk suggested a form letter to send out and a 5-year term. Crandall suggested a 3-year term to start with 5-year renewals. We will continue the discussion.
- 3.2 **Anna Anelli's business permit application** – Crandall hasn't had any word from Anelli on her health permitting from the state. We will keep her application tabled until we hear from her.
- 3.3 **Public Health Nuisance Regulations** – Krygeris reported that the BoS has decided that all the regulations are actually in place (in the LUO) and they are going to hold a hearing to explain things for the public. Kluk said the LUO is clear on junkyards and the RSA and state definition we cite is clear. We have the tools in place to deal with these problems.
- 3.4 **Town Center Vision Subcommittee** – Crandall reported we held a meeting 2 weeks ago and we had two visitors come and participate. He thought they had a better understanding of what we were trying to do and he senses less animosity. He said we are meeting again tomorrow morning.
- 3.5 **Municipal Buildings project update** - Krygeris said that the Town Hall is mostly finished with a few pickups to be done. Crandall commented that the front

ADA ramp needs to go. Schwartz said it looks like they are working on it. Krygeris said the Safety building is moving along and they have issued an RFP for the interior work. The paving was done last week and Ed Thayer got a good deal from the pavers he has been working with on other paving work in town. On the Schoolhouse Krygeris said that the Health Officer was not able to get a sample so he is asking the person who did the energy audit about the location of the insulation sample. Krygeris foresees the work on the Schoolhouse building being done piecemeal over years. He said they need to decide what will be done first, whether that is siding or foundation. Schwartz suggested foundation but Krygeris is concerned with the appearance and also the fact that the major duct for heating the building is un-insulated and lying on the ground wasting vast amounts of heat every winter. Dulac said the Schoolhouse was next on the agenda for planning. Krygeris said they asked the Police what they wanted and they like the floor plan the way it is. Crandall said the architect gave options in the report but none were chosen. Krygeris said that Milestone gave the BoS some prices but they were high; we need an architect to do plans and then get prices. Dulac said we need estimates to start with and asked if the BoS wants help or our involvement. He suggested the BoS and PB work together and get ballpark estimates. He said there could be money left over from the Safety building project that could be used. Crandall suggested you could raise money through the CIP for work done over years but that is an expensive way to do it. Krygeris said he wants to return the unused bond money. Crandall said it is the voters' decision what to do with the bond money. Schwartz said that use for the building needs to be decided. Hatch said the appetite of the BoS to do anything is lacking at this point; the occupants need to have more input. He said that with the two big projects almost done fatigue has set in and the public needs to have a say in what happens next. Kluk asked if the bond agent has said what the options are? Schwartz said if you read the bond document it is clear on what you can do. Crandall added that the law is also clear and says the voters must decide at town meeting.

3.6 Master Plan – this is a placeholder.

3.7 ZBA report – Hatch has been researching and analyzing the lots/sizes and had a list from Assessor Marazoff for use in the analysis of current 1 acre and smaller lots. Schwartz will send a copy of the list to members. Hatch said there is a line we can draw to non-conforming lots and the need for variances; sometimes multiple variances are needed and the difficulty in granting these. The ZBA looks at the highest and best use for a lot and unfortunately sometimes they are unbuildable (and the owner will come in for an tax abatement). He said the valuations of these lots are all over the place. Krygeris said the valuations are based on sales and neighborhood property values. Hatch said that people come in saying they paid a lot of money for a property and now you are saying they can't build on it. Kluk said maybe they couldn't build what they originally wanted but have to revise their expectations. Hatch said the ZBA is in a hard place to find the hardship and do justice. Kluk said assessments are based on a buildable building lot. Hatch said he is looking at the lots to see how big a problem it is; he wonders if the assessors are valuing them properly. Schwartz said that the state (DRA) checks the property values and equalizes them in the town, the assessors are not going rogue, and it is done by state standards. Kluk said she thought Hatch has come around 180° since he joined the ZBA, does he want things changed? Hatch said no, he is just looking ahead. He feels that the ZBA doesn't have precedents that are set through a decision on a neighboring lot; every case is unique. Crandall asked if you could require Realtors to give a buyer the town's LUO before the sale. Kluk said you can't do that, it is buyer beware. She said they don't even

disclose deed restrictions. Kluk asked if the owners were asking for unreasonably sized dwellings? Hatch said no but they need three variances on ¼ acre lot. Schwartz said we would be happy to hold a joint meeting with ZBA if that would be helpful.

4.0 Driveway Permits:

4.1 Bob Bachand, Millen Pond Road, TM 11-69, permanent driveway for home, Ed checked and noted that the driveway is already in, no drawing/map provided, Jim checked. Crandall said that he counts 4 driveway cuts on this lot, including the new driveway. He suggested we table the permit application for more information. Kluk said she has a problem that no drawing or map was included in the application. Crandall said the driveway was not flagged, either. Crandall will give Bachand a call for some clarification on his intent. Hatch motioned to table the application, Krygeris seconded the motion and all voted in favor.

5.0 Mergers:

5.1 Joseph and Susan Coyne, 69 McKinley Drive, TM 14-255 and 14-256, deeds provided, fee paid. Schwartz said the paperwork was all in order. Kluk asked how big the resulting lot would be, Schwartz figured about 1.6 acres. Dulac made a motion to approve the merger, Crandall seconded and all voted in favor. Crandall signed the merger document and Schwartz will send to the Registry of Deeds.

6.0 Communications: None

7.0 Meeting date for next Planning Board meeting, September 4, 2018, at 6:30 PM, at the Town Hall

8.0 Adjournment: Time: 8:32PM
Motioned by Dulac, seconded by Hatch, all voted in favor.

Respectfully Submitted,
Nan Schwartz