

# TOWN OF THORNTON PLANNING BOARD

Approved on: 12/21/16  
PB Initials: OW  
Rec'd by Town Clerk on: 1/25/17  
Town Clerk Initials: BJR

## Planning Board Meeting Minutes Thursday, December 17, 2015

### CALL TO ORDER – SALUTE OF FLAG:

S. Babin called the meeting to order at 6:02pm and led the Pledge of Allegiance.

### ROLL CALL:

#### Members present:

S. Babin, Chair	B. Dutto, Member	N. Decoteau, Ex-officio
F. Freeman, Vice Chair	G. Kimball, Member	B. MacIntosh, Member
R. Gilman, Alternate	J. Piehn, Alternate	D. O'Donnell, Alternate
C. Schofield, Alternate		

**Staff Present:** B. Regan, Planning Director

S. Babin appointed C. Schofield to the vacant position as a voting member for the meeting.

### APPROVAL OF MINUTES:

**MOTION: "To approve the Minutes of November 19, 2015 as amended."**

Motion: G. Kimball

Second: F. Freeman

Discussion: F. Freeman noted Mr. Daley's name was misspelled (Daily). B. Regan noted he received minor corrections from individual board members which are incorporated into the minutes.

Motion passes: 7-YES, 0-NO

### NEW BUSINESS:

#### 1. Capital Improvement Program (CIP) Committee Report:

The following members of the CIP committee were present: C. Schofield, W. DeLeo and D. Gravel  
C. Schofield presented two spreadsheets summarizing the Capital Improvement Projects proposed plan for 2016-2025. They were identified as 1) Reserve Calculation and 2) Actual Plan.

C. Schofield stated one spreadsheet shows the schedule of items to be purchased and the amounts to be withdrawn from the various Capital Reserve Fund accounts.

C. Schofield stated the second spreadsheet shows the schedule of funding proposed over the next ten years.

C. Schofield stated the plan is level funded each year at \$270,000.00.

B. Regan noted he is in the process of reviewing the related regulations and by laws in order to prepare an overview of the CIPC and its process to all involved parties.

S. Babin asked if the previous year's Capital Reserve activity would be included on the spreadsheets with next year's report.

**MOTION: "To acknowledge and accept the proposed Capital Improvement Program Plan as presented."**

Motion: F. Freeman

Second: G. Kimball

Discussion: F. Freeman stated his appreciation for the CIP members and the efforts they have put into the process. F. Freeman added that the CIP process is a valuable tool for the town as it assists in limiting spikes in the tax rate. Other Board members indicated their agreement.

Motion passes: 7-YES, 0-NO

**PUBLIC HEARING: 6:15 p.m. Excavation Permit** – Continued from November 19, 2015 at 7:15 p.m. Application for a Permit to Excavate submitted by **Shirley Benton and Jerel Benton**.

S. Babin opened the Public Hearing at 6:25 p.m. and read the following notice into the record:

*Public Hearing: - 6:15 p.m. Excavation Permit – Continued from November 19, 2015 at 7:15 p.m.  
Application for a Permit to Excavate submitted by Shirley Benton and Jerel Benton for property owned by Shirley Benton and identified as Tax Map 10 Lot 3-41 located off Cross Road.*

T. Duffield introduced himself as an Engineer for the project and presented three (3) copies of the applicant's updated plan.

B. Regan noted checklist items 1-3a as well as item 5 were met with initial application materials.

T. Duffield went through the excavation permit checklist item by item, identifying and explaining to the board the applicability or non-applicability of each checklist item.

S. Babin recognized B. Regan to read a letter of concern submitted to the board by abutter R. Daley.

B. Regan read the letter into the record.

S. Benton stated he would flatten loam piles in the excavation pit area.

S. Benton stated the pit excavation would not be going any further in the direction of Rt. 175 than as it currently exists.

General discussion occurred over the question of a 25' apron at the site entry from Cross Road.

S. Benton stated he swept the entry at the roadway on a weekly basis.

The board suggested Mr. Daley's concerns about his tax assessment might best be addressed through the town's abatement process.

S. Babin thanked R. Daley for making the effort to put his concerns in writing as it is very helpful to the board in its review process and for future record.

B. Dutto asked when the last board site visit had taken place.

The board consensus was that it had been quite some time.

S. Babin stated he had visited the site individually last Summer.

B. Dutto suggested site visits should be scheduled for such sites, perhaps in the Summer months when days are lighter longer.

S. Babin closed the Public Hearing at 7:05pm.

**MOTION: "To accept the application for a Permit to Excavate submitted by Shirley Benton and Jerel Benton for property owned by Shirley Benton and identified as Tax Map 10 Lot 3-41 located off Cross Road as complete."**

Motion: G. Kimball

Second: B. Dutto

Discussion: None

Motion passes: 7-YES, 0-NO

S. Babin suggested the permit term coincide with the state permitting dates. The board agreed the three (3) year permit term would be from January 1, 2016 through December 31, 2018.

N. Decoteau suggested the board run through the permit template to determine what, if any, conditions would apply to the permit in question. The board considered all conditions, item by item.

**MOTION: "To approve the Permit to Excavate submitted by Shirley Benton and Jerel Benton for property owned by Shirley Benton and identified as Tax Map 10 Lot 3-41 located off Cross Road with the following conditions:**

**Hours of operation:**

7:00am –5:00 pm Monday through Friday and 8:00am – 12 noon on Saturday with no operation on Sunday or Federal Holidays.

**Processing machinery:**

Processing Machinery to be erected or maintained on the lot as approved within the operational plan and to be removed from the lot upon expiration of the permit.

**Blasting:**

None permitted.

**Crushing:**

Approved 7:00am –5:00 pm Monday through Friday with no crushing operation on Saturday, Sunday or Federal Holidays.

**On-site Storage – Solid Waste:**

None permitted.

**Backhauling, Importing and Storage of Material:**

Earth, concrete, and asphalt that did not originate from the site may be brought in, or stored upon, the site with the condition that it will be removed when excavation on the site is no longer permitted

**Posting of Bond/Surety:**

Amount of Bond to be posted for site is \$10,000.00. The current Bond expires on June 19, 2016. It is the responsibility of the permit holder to present a new bond on or before June 19, 2016.

Motion: G. Kimball

Second: F. Freeman

Discussion: B. Regan noted the Excavation Permit will be prepared, presented to the Planning Board Chair or Vice-Chair for signature.

Motion passes: 7-YES, 0-NO

**PUBLIC HEARING-6:30 p.m. Site Plan Review Application submitted by Route Three Thornton, LLC**

S. Babin opened the Public Hearing at 7:20 PM and read the following notice into the record:

*Continued by agreement from October 15, 2015 6:30 p.m., September 17, 2015 at 7:15 p.m. and November 19 at 6:30 p.m. Site Plan Review Application submitted by Route Three Thornton, LLC for the development of a 267 site nonresidential campground on property on US Rte. 3, formerly known as the "Ham Farm" and identified as Tax Map 10 Lot 8-8.*

B. Regan presented a letter from Keach-Nordstrom Associates, Inc. dated December 15, 2015 and read it into the record as follows:

*RE Outlook Campground*

*Dear Members of the Board,*

*At the October 15, 2015 and November 19<sup>th</sup> 2015 meetings the Board was gracious enough to vote to continue public hearing for the Outlook Campground application. We are scheduled for the evening of December 17<sup>th</sup>. Unfortunately, we at Keach-Nordstrom Associates have conflicts in our schedules and are unable to assist Mr. Anagnost in the technical portions of the presentations. Therefore, on behalf of Mr. Anagnost and Route Three Thornton, LLC we request an additional continuance to the January 21<sup>st</sup>, 2016 Planning Board meeting. We would also like to extend our apologies, again, to the Board and neighbors for any inconveniences this additional delay has caused.*

*Respectfully submitted by,*

*Jason Lopez*

*Keach-Nordstrom Associates, Inc.*

*On behalf of*

*Dick Anagnost*

*Route Three Thornton, LLC*

*1662 Elm Street*

*Manchester, NH 03101*

B. O'Donnell stated that he and the other abutters make the effort to attend the scheduled public hearings and asked why it is that the applicant is able to not attend and keep seeking continuances.  
K. Greenlaw asked what effect the continued hearings have on the application process.  
S. Babin noted the application had not yet been accepted by the board and the "clock" doesn't began to tick until it is accepted.  
F. Freeman stated at this point it is an information/fact finding process.  
S. Babin closed the Public Hearing at 7:37pm.

After giving consideration to concerns raised by residents and abutters present, other public hearings already scheduled for January, and questions/concerns raised by board members the following motion was made regarding the applicant's request for continuance:

**MOTION: "To continue the public hearing for a Site Plan Review Application submitted by Route Three Thornton, LLC for the development of a 267 site nonresidential campground on property on US Rte. 3, formerly known as the "Ham Farm" and identified as Tax Map 10 Lot 8-8 to February 18, 2016 at 7:00 pm."**

Motion: N. Decoteau

Second: G. Kimball

Discussion: The Board directed B. Regan to respond in writing regarding the recent additional request for a continuance and include the issues brought to the attention of the Board by those present.

Motion passes: 7-YES, 0-NO

#### **NEW BUSINESS:**

2. **Red Fox Realty, LLC - Zoning Ordinance ARTICLE VIII: D Home Occupation** request for 878 NH Rt. 49 Tax Map 17 Lot 19-15-1.

L. Fox stated she is the owner-operator of Red Fox Realty, LLC of Campton, NH, and has been such for 11 years. L. Fox then presented her case for Home Occupation at a property she intends to purchase on RT. 49 in Thornton in a General Residential Zone.

B. Dutto and S. MacIntosh expressed concerns about signage.

L. Fox said she contemplated a small tasteful sign.

The board generally agreed the signage issue was a separate matter to be applied for under the sign regulations.

B. Regan noted the Zoning Ordinance regarding Home Occupation is silent as to signage and posed the question as to whether it had not been contemplated or whether it had been contemplated and deemed inappropriate to have commercial signage in a residential zone.

L. Fox stated she did not want the property if she cannot have a sign.

N. Decoteau pointed out, since the entry is from a state road additional requirements may need to be met by the applicant.

**MOTION: "To accept the applicant's request as being compliant with ARTICLE VIII: D of Thornton's Zoning ordinance and she be permitted to operate her business as a realtor from the premises now existing at Tax Map 17 Lot 19-15-1 located at NH Rt. 49 on the condition that she purchase and principally occupy said property."**

Motion: F. Freeman

Second: G. Kimball

Discussion: None

Motion passes: 7-YES, 0-NO

**OLD BUSINESS: None**

**NON-PUBLIC:** None

**CORRESPONDENCE:**

B. Regan presented the following correspondence:

1. North Country Council-Transportation Planning Services Overview.
2. North Country Council- Notice of "Community Connections" visit schedule.
3. NH Department of Environmental Services- Notice of Permit Application by Waterville Birches II

**NON-PUBLIC:**

Non-Public Session was not necessary.

**ADJOURNMENT:**

The following motion was made at 8:15PM:

**MOTION: "To adjourn."**

Motion: N. Decoteau

Second: B. Dutto

Discussion: None

Motion passes: 7-YES, 0 -NO

Respectfully Submitted,

Brian Regan, Planning Director

# TOWN OF THORNTON PLANNING BOARD

## AGENDA

Thursday, December 17, 2015

6:00 PM

**A. CALL TO ORDER – SALUTE OF FLAG:**

**B. ROLL CALL:**

S. Babin, Chair  
F. Freeman, Vice Chair

B. Dutto, Member  
G. Kimball, Member

N. Decoteau, Ex-officio  
B. Macintosh, Member

R. Gilman, Alternate  
J. Piehn, Alternate

F. Gunter, Alternate  
C. Schofield, Alternate

D. O'Donnell, Alternate

**C. APPROVAL OF MINUTES:**

- November 19, 2015 Regular Meeting

**D. NEW BUSINESS:**

1. Capital Improvement Program (CIP) Committee Report
2. Red Fox Realty, LLC - Zoning Ordinance ARTICLE VIII: D **Home Occupation** request for 878 NH Rt. 49 **Tax Map 17 Lot 19-15-1.**

**E. PUBLIC HEARINGS:**

1. **Public Hearing: - 6:15 p.m. Excavation Permit** – Continued from November 19, 2015 at 7:15 p.m. Application for a Permit to Excavate submitted by **Shirley Benton and Jerel Benton** for property owned by **Shirley Benton** and identified as **Tax Map 10 Lot 3-41** located off Cross Road.
2. **Public Hearing: - 6:30 p.m.** Continued by agreement from October 15, 2015 6:30 p.m. , September 17, 2015 at 7:15 p.m. and November 19 at 6:30 p.m. **Site Plan Review Application** submitted by **Route Three Thornton, LLC** for the development of a 267 site nonresidential campground on property on US Rte. 3, formerly known as the "Ham Farm" and identified as **Tax Map 10 Lot 8-8.**

**F. OLD BUSINESS:** None

**G. NON-PUBLIC:** None

**H. CORRESPONDENCE:**

1. North Country Council-Transportation Planning Services Overview.
2. North Country Council- Notice of "Community Connections" visit schedule.
3. NH Department of Environmental Services- Notice of Permit Application by Waterville Birches II

**I. ADJOURNMENT:**

# Town of Thornton

## Planning Board Meeting

December 17, 2013

6:00 p.m.

Sign In Sheet

**PLEASE PRINT YOUR NAME AND ADDRESS.**

Thank you!

1. Bill De Leo
2. LESLIE FOX
3. David Gravel
4. Robert Sylvester
5. Lindy Schifano
6. Jetel Benton
7. Shirley Banta
8. TOM Duffield
9. Keli Gualano
10. Ron Daley
11. Bonnie Hart
12. Jonathan Han
13. BYRON Oponore
14. \_\_\_\_\_
15. \_\_\_\_\_