

TOWN OF THORNTON PLANNING BOARD

Planning Board Meeting Minutes Thursday May 18, 2017

CALL TO ORDER – SALUTE OF FLAG:

Chairman Steve Babin led the Pledge of Allegiance and called the meeting to order at 6:00 p.m.

ROLL CALL:

Members present: S. Babin, B. Dutto F. Freeman J. Gaites, R. Gilman, and L. Hoyt

Alternates present: Fred Gunter, Gloria Kimball

Members/Alternates absent: D. O'Donnell, J. Piehn, C. Schofield

Others present: Brian Regan, Tom Duffield, Shirley Benton, Amy Pitman, and Alfred Duguay

Chairman S. Babin noted a quorum was present.

Chairman S. Babin, designated Alternate Member F. Gunter to sit as a voting member in place of absent member D. O'Donnell.

APPROVAL OF MINUTES: Upon distribution and review the members took the following action:

MOTION: “To approve the Minutes of Thursday April 20, 2017 as amended and presented.”

Motion: F. Gunter

Second: B. Dutto

Discussion: None

Motion passes: 5-YES, 0-NO, 2-ABSTAIN (B. Dutto, F. Freeman)

PRELIMINARY:

1. Election of Officers

S. Babin stated that it would now be appropriate for the Board elect a Chairman and Vice Chairman. R. Gilman requested that the matter be taken up in a “closed meeting”.

B. Regan stated his opinion that the election of officers of a public board would be subject to being addressed at an open meeting. He further questioned the legality of taking such action in a closed meeting.

S. Babin asked the board for a show of hands as to whether or not the board wished to take the matter up in a closed meeting. By consensus the board was in agreement to consider the matter in the open meeting.

NOMINATION: “I nominate Steve Babin for re-election to the position of Chairman.”

Made by: B. Dutto

Second: F. Freeman

Discussion: None

Vote passes: 6-YES, 0-NO Abstained: S. Babin

S. Babin accepted the position of Chairman.

NOMINATION: “I nominate Frank Freeman for re-election to the position of Vice-Chairman.”

Made by: B. Dutto

Second: F. Gunter
Discussion: None
Vote passes: 6-YES, 0-NO Abstained: F. Freeman
F. Freeman accepted the position of Vice-Chairman.

COMMUNICATIONS:

The following were distributed to board members and considered or discussed at applicable times during the meeting:

1. North Country Council Newsletter: B. Regan distributed copies of the North Country Council newsletter and informed the board of and upcoming training session for new Planning Board members.
2. NH OEP: Spring Conference: B. Regan reminded board members of the recent NH Office of Energy & Planning Spring Planning and Zoning Conference and noted a follow-up correspondence from the conference coordinator and that all conference session materials were available for information and use. He distributed a printout with access information.

S. Babin made note of a session on Accessory Dwelling Units (ADU) and recent legislative changes affecting how cities and towns may need to consider when faced with an application involving an ADU.

REPORTS:

1. Re: B. Regan: Gave an update on the status of prior “conditionally approved two (2) lot subdivision of the Franklin property on Upper Mad River road [Map 17 Lot 7-4103]
. He advised all conditions had now been met, the plan recorded and the filed closed.
2. Re: B. Regan: Advised the board that the BOS is seeking town wide input on any known issues of noncompliance with the Zoning Ordinance. He asked the board to let him know of any such concerns and he would convey the information for further consideration.

UNFINISHED BUSINESS:

STATUS REVIEW- Duffield Engineering & Consulting re: Stone Dam/Merrill Access Rd (Map 10 Lot 14-13).

T. Duffield acknowledged the board’s concerns as to a more formal plan submission, reclamation and posting of surety for reclamation and stated he would have a revised plan in one month’s time.

S. Babin raised the issue of surety and after some discussion it was agreed a \$10,000.00 surety would suffice.

HEARINGS:

APPLICATION/PUBLIC HEARING - 6:30 PM: Application for a Revised Subdivision Plan submitted by John March d/b/a Mountain Mapping as agent for property owner Steve Macera for property identified as Map 15 Lot 6-4-1, Map 15 Lot 6-4-10, Map 15 Lot 6-4-11 and Map 15 Lot 6-4-12 located on Remington Road.

S. Babin read the foregoing and recognized no person present for the matter.

B. Regan reminded the board that John March as agent for the applicant Steve Macera stated he would confer with his client to determine whether he wished to proceed with the matter.

He further noted J. March had contacted him “this morning” saying he had not been able to reach his client and requesting “a continuation”.

S. Babin opened the public hearing at 6:41 p.m. and asked if anyone wished to be heard. Hearing none he asked the board if there were any questions or discussion.

S. Babin then asked what were the wishes of the board?

MOTION: “To continue consideration of the matter and the public hearing to June 15, 2017 at 6:30 p.m.”

Motion: F. Freeman
Second: J. Gaites
Discussion: None

Motion passes: 7-YES, 0-NO

OTHER BUSINESS:

1. Preliminary Consultation and Review - Proposed site plan review of property at 3447 U.S. Rte. 3 for change of use. [Map 6 Lot 5-1]

A. Pitman introduced herself as the potential applicant and gave an overview of a proposed plan for operating a “Boutique Winery” and “alcohol infused desert toppings” production facility with a “Gift Shop” offering the sale of goods and “wine tastings”. She further described an intent to re-establish a “commercial kitchen” to accommodate customers.

B. Regan stated the proposed use is not specified in the Zoning Ordinance but would best fit into zoning compliance under the category of “**Production and sale of locally produced crafts and goods**”. Production and sale of locally produced crafts and goods is allowed in all zones but only by Special Exception from the ZBA.

General discussion followed with a number of issues being raised. They were:

- Application processes and timeframes.
- Property use history.
- Parking.
- Necessary Licensing.
- Fire & life safety issues.

It was the board’s suggestion that a “Special Exception” from the ZBA would be necessary before the Site Plan Review process could go forward.

1. Preliminary Consultation and Review -

T. Duffield of Duffield Engineering & Consulting requested informal review of a proposed conceptual site plan on behalf of S. Benton and J. Benton for their property off Old Saw Mill Road [Map 11 Lot 1-33].

T. Duffield introduced himself as representative of the property owners and described, in concept, a proposal for a multi-family development of fifty-four (54) rental apartment units to be built in phases on a roughly seventy-nine (79) acre parcel, as the demand requires.

T. Duffield gave the board an overview of the proposed project as two-bedroom units of no more than eight (8) units in any one structure.

He further pointed out that an existing building on the property has two (2) dwelling units.

T. Duffield noted an existing “fire pond” and the plan for a second one elsewhere on the parcel.

F. Freeman asked about the “Wooden Bridge” at the entrance to the parcel and if prior concerns had been addressed.

S. Benton indicated the problems had been fixed.

S. Babin reminded the applicant of recent changes to NFPA 1, as adopted by NH, which may have an impact on the proposal.

F. Freeman further asked if the units would be built in such a way as to qualify to be condominium units at a future date.

B. Regan made note, given the mention of wetlands, slopes etc., that a showing of adequate “qualifying acreage” would be helpful to the board.

General discussion followed with a number of issues being raised. They were:

- Application process and timeframes.
- Wetlands.
- Qualifying acreage.
- Road configuration and Road Agent involvement.
- General unit design.
- Septic systems.
- Fire suppression & life safety issues and Fire Chief involvement.

T. Duffield thanked the board for their time and express an intent to file a formal application as soon as next month.

ADJOURNMENT:

The following motion was made at 7:29 p.m.

MOTION: "To adjourn."

Motion: F. Gunter

Second: F. Freeman

Discussion: None

Motion passes: 7-YES, 0-NO

Respectfully Submitted,

Brian Regan, Planning Director

Thornton Planning Board Meeting


May 18, 2016

6:00 p.m.

Sign In Sheet

PLEASE **PRINT** YOUR **NAME** **AND** **ADDRESS**.

Thank you!

	Name	Address
1.		70 Beidoy Rd
2.	Amy Pitman	3447 US RT 3
3.	Alfred Duguay	same #
4.	Tom Duffield	Thornton
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