

# TOWN OF THORNTON PLANNING BOARD

Approved on: 7/19/18  
PB Initials: [Signature]  
Rec'd by Town Clerk on: \_\_\_\_\_  
Town Clerk Initials: \_\_\_\_\_

## Planning Board Meeting Minutes Thursday June 21, 2018

### CALL TO ORDER – SALUTE TO THE FLAG:

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

### ROLL CALL:

Members present: S. Babin, B. Benton, F. Freeman, L. Hoyt,  
Alternates present: G. Kimball, F. Gunter, J. Piehn, C. Schofield  
Members/Alternates absent: B. Dutto, D. O'Donnell

Others present: Brian Regan, Andy Roy, Kevin French, Fred Schneider  
-----

After call of the roll, Chairman S. Babin appointed Alternate F. Gunter to sit in place of absent member B. Dutto, Alternate C. Schofield to sit in place of absent member D. O'Donnell and Alternate J. Piehn to sit for the evening's meeting, in the seat left vacant by the passing of member R. Gilman.

S. Babin then acknowledged that a quorum was present.

**APPROVAL OF MINUTES:** Upon distribution and review of the meeting minutes of May 17, 2018 the members took the following action:

**MOTION: "To approve the Minutes of May 17, 2018 meeting as amended."**

Motion: J. Piehn

Second: F. Gunter

Discussion: None

Motion passes: 5-YES, 0-NO, 2-ABSTAIN (S. Babin, C. Schofield)

### PRELIMINARY BUSINESS:

1. Preliminary Consultation & Review - Andy Roy as to existing signage at the **Gilcrest Cottages and Motel LLC**.

B. Regan advised the board he had been contacted by Mr. Roy, owner of the Gilcrest Motel & Cottages, regarding the matter of updating an existing sign on the commercial property.

B. Regan noted he had reviewed the sign regulations and presented a photo of the existing signage for the board's information. He further advised he had prepared a "Planner Review" and directed the board's attention to it for further background and to paragraph 7. in particular.

Mr. Roy was recognized by S. Babin and described his plan to the board. He stated he would not be changing any physical aspects of the existing sign. He stated the business logo had been updated and wanted the sign to reflect the new image. He added, all other content and structure of the sign would remain the same.

After discussion and due consideration, the board took the following action:

**MOTION: "To acknowledge the property owners' intent to update the existing sign pursuant to Section 7. of the Thornton Sign Regulations without further submittals or application to the Planning Board."**

Motion: S. Babin  
Second: F. Freeman  
Discussion: None  
Motion passes: 7-YES, 0-NO

**COMMUNICATIONS:**

B. Regan distributed copies of the following communications to the board for their review and consideration:

1. NH DOT: Updated correspondence regarding Merrill Access Road and pending application.  
B. Regan explained that the DOT stands fast on their opinion the just two (2) points of access are allowed on this side of Merrill Access Road.
2. North Country Council: Letter regarding North Country Scenic By-Ways Council.  
B. Regan noted the NCC request to see if anyone is interested in sitting on the board.  
The board asked that further information as to meeting times & schedules would be helpful for further review at next month's meeting.
3. NH DES: RFI relative to LCJ Holdings "Owl's Nest" Alteration of Terrain Permit application.
4. U.S. Treasury: Copy of Designation of Qualified Opportunity Zones.  
B. Regan advised the board of Thornton's inclusion in this program which will provide for federal tax incentives for economic development. He stated further information would be brought forward when available.
5. Planning Director: Copy of letter issued relative to 3729 U.S. Rte. 3- "Steele Building".

**REPORTS:**

Planning Director report(s):

- Planner Review regarding item H. 1.  
B. Regan reviewed his previous report to the board regarding the site plan application before the board this evening, he noted he had not yet seen the revised plan so no additional information could be offered.

**UNFINISHED BUSINESS:** None

**HEARINGS:**

1. APPLICATION/PUBLIC HEARING- 6:15 pm (continued from May 17, 2018): Application for Site Plan Review submitted by Kevin L. French of French Land Services, Inc. as agent for Fresch Development, LLC regarding their property at 22 Merrill Access Road (Tax Map 10 Lot 12-02) for development of a "Bus Garage & Terminal; Self-Storage Units; and a 2 Bedroom Office/Apartment".

S. Babin read the foregoing and opened the public hearing at 6:16 pm.

S. Babin recognized K. French as authorized agent of the applicant.

K. French distributed copies of a revised plan to the board.

He began his presentation by noting the applicant's continuing belief that they were permitted two (2) access points to their lot.

He went on to inform the board of his meeting and correspondence with the NH DOT regarding the issue of the number of driveway access point allowed on Merrill Access Road.

He stated that it was NH DOT's position that the town is responsible for maintenance and access to Merrill Access Road.

B. Regan, referring to correspondence received from NH DOT noted, although they did say the town was responsible for access that authority was limited to the two (2) cuts on each side of the road as set forth in the original land taking.

K. French further noted he was told by NH DOT that there is “a process for requesting additional access points.” He said it was his understanding “it is an 18 to 24 month process”.

He made note that it is the applicant’s “intent to pursue the two access points”, so we “may be back at some point with a revised plan”.

He continued his presentation by saying “in the meantime” we would like to proceed with a revised plan with a “shared entrance”.

K. French then described storm water drainage plans for the project.

B. Regan advised the board that a complete storm water drainage plan had been filed and was available for their review.

K. French then further described the revised proposal explaining that:

- The office/apartment had been removed from the proposal.
- Proposed are three (3) self-storage buildings to be added to the site.
- Two (2) existing “driveways” would be re-located to one (1) shared entrance to facilitate expansion of a storm water basin.
- They propose to loam and seed area in front of the property along Merrill Access Rd.
- Outside lighting on buildings to be downward facing.

F. Schneider re-iterated his desire to move forward with the project citing ordering and delivery constraints affecting construction timing.

Seeing no one else present for this matter, S. Babin closed the hearing at 6:42 p.m.  
The board then took the following action.

**MOTION: “I move that the board accept this application as complete.”**

Motion: F. Gunter

Second: L. Hoyt

Discussion: None

Motion passes: 7-YES, 0-NO

F. Freeman then asked to review the issue of “who is responsible for issuance of the driveway permit”.

B. Regan stated his understanding was that the Town would be authorized to issue a driveway permit since the applicant is proposing a change of location and a shared use. He noted also that such authority would be limited to the terms set forth under the original taking and Commissioner’s return as amended. S. Babin noted that any approval should stipulate that a permit be obtained for one access point to the subject property from the Town Road Agent.

**MOTION: “I move that the board approve to this application for a non-residential Site Plan submitted by French Land Services, Inc. as agent for property owner Fresch Development, LLC for “Self-Storage Units, Bus Garage & Terminal” at Map 10 Lot 12-2. All as depicted on the final plan to be submitted for recording.**

**Approval is conditioned on the following:**

- 1. Submission of amended final plan.**
- 2. Submission of Mylar plat for recording.**
- 3. Applicant delivers fees necessary for recording at the Grafton County Registry of Deeds.**
- 4. Applicant obtaining a Driveway Permit for a single access point to the project parcel.**

Motion: S. Babin

Second: B. Benton

Discussion: None

Motion passes: 7-YES, 0-NO

**2. PUBLIC HEARING- 6:30 pm:** To consider Town of Thornton's request, pursuant to RSA 231:158, for permission to remove six (6) trees along Mill Brook Rd, a designated "Scenic Road", at the junction of Haselton Rd.

S. Babin read the foregoing and opened the public hearing at 6:46 p.m.

B. Regan presented the board with an overview of the town's request for consent to remove the trees in question. He explained the statutory requirement for Planning Board consent when trees of a certain circumference are to be removed from a designated "scenic road".

In addition, he pointed out the need for the proposed flood relief and road reconstruction project.

B. Regan also advised the board he had made a site visit and photographed the flagged trees and the surrounding project area.

He referred to the plan and photographic images showing the trees in question and their location.

B. Benton noted the continuing problems with flooding from the brook and reiterated the need for the project.

F. Freeman asked if the property owners were in favor and had been notified.

B. Regan stated the affected property owners were actually working with the town to get the flooding problem resolved. He further stated all abutters to the parcels where the subject trees now stand had been notified.

F. Freeman remarked that "if it's needed by the town" he "would favor giving consent to remove the trees".

S. Babin noted "the photos and plans presented were very helpful to the board in making an informed decision" on the request before them.

Seeing no others wishing to be heard, S. Babin closed the hearing at 6:53 p.m.

The board then took the following action:

**MOTION: "I move that the board approve this request and grant permission to the applicant for removal of six (6) trees, as designated on the plan submitted, in order to allow for the necessary Flood Relief and Road Redesign project along Mill Brook Road at or near parcels identified as Map 8 Lot 7-1 and Map 8 Lot 9-6".**

Motion: F. Freeman

Second: B. Benton

Discussion: None

Motion passes: 7-YES, 0-NO

#### **OTHER BUSINESS:**

##### 1. Board Vacancy:

F. Freeman raised the issue of how to address the board vacancy at the May meeting and the board agreed to re-visit the matter at the June meeting.

B. Regan, at a previous Planning Board meeting, had presented the available options and the board left the matter open for their further consideration at a future meeting.

He stated, since the matter was last discussed, Alternate J. Piehn had expressed an interest in filling the vacant seat, if no other Member or Alternate wished to do so.

J. Piehn stated she was interested in being appointed to fill the term, with the understanding it would be until the next regular Town election.

After discussion the board took the following action:

**MOTION: "To appoint Alternate Member Julie Piehn to fill the seat left vacant as the result of Russ Gilman's passing, until the next regular town election.**

Motion: F. Gunter

Second: S. Babin

Discussion: None

Motion passes: 6-YES, 0-NO, 1-ABSTAIN (J. Piehn)

**ADJOURNMENT:**

The following motion was made at 7:04 p.m.

**MOTION: "To adjourn."**

Motion: J. Piehn

Second: B. Benton

Discussion: None

Motion passes: 7-YES, 0-NO

Respectfully Submitted,

*Brian Regan*, Planning Director

Thornton Planning Board Meeting

**June 21, 2018**

6:00 p.m.

Sign In Sheet

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

Thank you!

	Name	Address
1.	Andy Roy	2378 US Rt 3
2.	KEVIN FRENCH	581 SCHOOL ST RUMNEY NH
3.	Fred Schneider	9 mayhew Trpk, Bridgewater NH
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		