

TOWN OF THORNTON PLANNING BOARD

Approved on: 21 March, 2019
PB Initials: S/S
Rec'd by Town Clerk on: 4/23/19
Town Clerk Initials: dpm

Planning Board Meeting Minutes Thursday February 21, 2019

CALL TO ORDER – SALUTE TO THE FLAG:

Chairman S. Babin called the meeting to order and led the Pledge of Allegiance at 6:01 p.m.

ROLL CALL:

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

Chairman Babin acknowledged that a quorum was present, there being five (5) members present. He then appointed Alternate G. Kimball to sit for the evening's meeting in place of absent Member B. Dutto.

Others present: Brian Regan, Alfred Duguay

APPROVAL OF MINUTES: Upon distribution and review of the meeting minutes of January 17, 2019 the members took the following action:

MOTION: "To accept and approve the Minutes of the Thursday January 17, 2019 meeting as amended."

Motion: S. Babin

Second: J. Piehn

Discussion: B. Regan advised he had received comments and corrections from the board and made the appropriate changes in all cases.

Motion passes: 5-YES, 0-NO, 1-ABSTAIN (G. Kimball)

Upon distribution and review of the meeting minutes of February 04, 2019 the members took the following action:

MOTION: "To accept and approve the Minutes of the Monday February 4, 2019 special meeting as amended."

Motion: J. Piehn

Second: F. Freeman

Discussion: B. Regan advised he had received a few comments or corrections from the board and made the appropriate changes.

Motion passes: 3-YES, 0-NO, 3-ABSTAIN (S. Babin, D. O'Donnell, G. Kimball)

PRELIMINARY BUSINESS:

1. March meeting.

B. Regan advised he would be away and not available to attend the March regular meeting. He further stated he would see that all necessary measures are taken to be prepared for that meeting including making arrangements for access to the building.

2. Town Meeting Warrant

B. Regan distributed a copy of the 2019 Town Meeting warrant for the board's information.

COMMUNICATIONS:

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

1. NH DOT-Re: Highway Safety Improvements notification/request.
2. NH OSI-Notice of Annual Spring Planning & Zoning Conference
3. NH DES-Pemigewasset River Local Advisory Committee (PRLAC)
4. Neighborhood Watch Group-NH Rt. 175-Thornton, NH 03285

REPORTS:

1. Planner Review of H.1 below (update).

UNFINISHED BUSINESS:

1. See H 1. Below.

HEARINGS:

1. APPLICATION/PUBLIC HEARING- 6:15 pm: (continued from January 17, 2019) Application for Site Plan Review-Amy, Charles & Linda Pitman property at 3447 U.S. Rte. 3, Tax Map 6 Lot 5-1 for development/change of use for operating a "boutique" winery, café & gift shop in and upon the property.

S. Babin read the foregoing and re-opened the matter at 6:15 p.m.

S. Babin recognized Alfred Duguay on behalf of the applicants.

B. Regan made reference to his updated "Planner Review" presented in the board's meeting packet.

A. Duguay presented a revised plan for the board's review and consideration.

S. Babin ran thorough the annotated Minor Site Plan Review checklist (given to A. Duguay 1/17/19) with the board and A. Duguay. Throughout the review reference was made to the revised site plan submitted.

A. Duguay stated "...they talked to a surveyor" who suggested we wait until the road closure is addressed. He further mentioned the cost to survey as well as the \$1,100 administrative fee due the State of NH DOT.

S. Babin asked about driveway permits.

A. Duguay stated "it depends on what happens with the road" (discontinuance).

A. Duguay further stated any driveway would likely come from the Rte. 3 side but could be from the Mirror lake side depending on the road closure petition.

S. Babin asked about proposed parking.

A. Duguay showed three spaces on the revised plan but noted it also depends on the outcome of the discontinuance petition.

F. Freeman asked if the Fire Chief had evaluated the property.

A. Duguay stated "He's been there twice."

Frank Freeman asked if any report from the Chief had been submitted.

B. Regan replied that there was not.

A. Duguay said "I have it at home, I'll bring it in".

F. Freeman asked what state approvals did the applicant have.

A. Duguay stated "License to Manufacture wine".

F. Freeman then asked if there was to be food service.

A. Duguay said "we haven't licensed our kitchen yet."

F. Freeman asked further if the license included "wine tasting".

A. Duguay stated license is for sample tasting and wine manufacture from the state liquor commission. The federal license is just for the manufacture of wine.

A. Duguay brought up the matter of signage proposed for a preexisting signpost/structure.

S. Babin noted that should be handled separately.

B. Regan responded that any specific signage matters should be dealt with under the Thornton Sign Regulations.

S. Babin asked if there was any further question or discussion from the public or board members.

Hearing none, S. Babin closed the public hearing at 6:48 p.m.

S. Babin stated "I think we have a sufficiently complete application before us". Does anyone else on the board have any comments on that?

S. Babin then asked A. Duguay "once the matter of the road is cleaned up with the town your intent is to engage the surveyor?"

A. Duguay answered, "yes that is our intent".

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

The board then took the following action.

MOTION: "I move that the board accept the application as complete."

Motion: G. Kimball

Second: L. Hoyt

Discussion: None

Motion passes: 6-YES, 0-NO

S. Babin asked the board if there is any question or need of further discussion on the application accepted as complete?

F. Freeman asked for a point of clarification: Are the parking spaces shown on this plan now in existence?

A. Duguay stated no, there is currently a snow bank there.

F. Freeman asked if there should be a time frame on completion of these conditions.

B. Regan advised, since the board had accepted the application as complete the clock was ticking for final decision within 65 days.

S. Babin agreed stating all conditions need to be completed before approval is final.

J. Piehn pointed out to A. Duguay the limited timeframe and asked if he felt the time sufficient to meet all conditions.

A. Duguay stated "should be plenty" of time.

It was the consensus of the board that, under the circumstances and considering the 65-day timetable that the matter should be re-visited for status review at the May 16, 2019 regular meeting.

The board then took the following action

MOTION: "I move that the board approve the application for Site Plan Review submitted by Amy, Charles & Linda Pitman for property at 3447 U.S. Rte. 3, Tax Map 6 Lot 5-1 for the development/change of use for operating a "boutique" winery, café & gift shop subject to the following conditions:

- **Submittal of current State of NH license, winery & tasting permitting.**
- **Submittal of current Federal license, winery permitting.**
- **Submittal of a copy of the ZBA Notice of Decision on Special Exception.**
- **Submittal of Fire Chief's letter and/or written report regarding the property and safety.**
- **Submittal of written evidence of Petitioned Warrant article for road discontinuance vote outcome.**
- **Submittal of final version of the Licensed Land Surveyor's completed Survey in fulfilment of NH DOT notice/request date December 13, 2018.**
- **Copy of duly issued Driveway Permit (State-Rte. 3 and/or Town-Mirror Lake Road)."**

Motion: S. Babin

Second: F. Freeman

Discussion: No further discussion

Motion passes: 6-YES, 0-NO

OTHER BUSINESS:

1. Master Plan-Consideration of revisions.

B. Regan requested this item be postponed for further discussion until the April 2019 regular meeting.

The board agreed to take the matter up at the later date.

ADJOURNMENT:

The following motion was made at 7:06 p.m.

MOTION: "To adjourn."

Motion: G. Kimball

Second: D. O'Donnell

Discussion: None

Motion passes: 6-YES, 0-NO

Respectfully Submitted,

Brian Regan, Planning Director

Thornton Planning Board Meeting

February 21, 2019

6:00 p.m.

Sign-in Sheet

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

Thank you!

| | Name | Address |
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