

Planning Board Meeting Minutes

June 7, 2016

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6:30 PM

Chairman Scott Burns called the meeting to order at 6:30 PM on June 7, 2016 in Whitefield, NH.

Members Present: Everett Kennedy, Scott Burns – Chairman, Peter Corey – Selectman Rep., Frank Lombardi, John Tholl Jr., Alan Theodhor - Alternate, Michael Carifio - Alternate and Joyce McGee – Secretary.

Public Present: Tammy Dubreuil, Richard Harris Sr., Richard Harris Jr. and Denis Beaulieu.

Minutes: Review minutes of May 10, 2106. **A motion was made by Everett Kennedy to accept the May 10, 2016 minutes as written, seconded by Frank Lombardi. No further discussion, all in favor, motion carries.**

Absolute Criteria/Commercial Development – David Scalley, Map 103 Lot 059 & 060 – 9 & 11 Main Street: David Scalley was not present but Tammy Dubreuil was there on his behalf.

The Board had advised Mr. Scalley at their May 10, 2016 meeting that they would review his application at this meeting. A Development Permit was submitted to erect a new retail/apartment building at said location. These lots have town water/sewer and will have the same use as in the past.

The Board went through the Commercial Activities Checklist and Absolute Criteria: Items of discussion were how many parking spaces were required, applicant shows 14 spaces based on the CDG 13 was the minimum; lighting needs to be downward; drainage of stormwater runoff as river is behind building; Fire Chief needs to be involved with plans. Joyce McGee stated that the Wastewater Department needs to know an estimated gallons per day on the new building for their records.

A motion was made by Everett Kennedy to approve the development permit for a new 6,100 sq ft retail/apartment building (see property folder) with the following conditions: Install downward lighting, update Board with stormwater runoff plans, keep Fire Chief informed and provide set of plans; and provide estimated gallons per day to wastewater department, seconded by John Tholl Jr. No further discussion, all in favor, motion carries. APPROVED

Joyce McGee asked that the land survey plan that was prepared by Kellogg be recorded at the Coos County Registry of Deeds. Also, she was wondering when the demolition would take place as the Fire Chief has concerns of the building being vacant. Tammy Dubreuil did not know the time frame for this.

Septic Design:

Kraics, Michael & Dayna – Map 241 Lot 5.2 (101 Kimball Hill Road): Horizons Engineering submitted Septic As-Built Plans along with a recorded well release letter on said property. This project had previously received town and NHDES approval but during construction ledge was encountered and the well, building and septic tank were relocated. Board reviewed new As-Built Plans and signed off.

APPROVED

Driveway Permit(s):

Skillin, Wayne – Map 233 Lot 049 (291 Colby Road): Board reviewed driveway permit, signed by Public Works Director Shawn White. **APPROVED**

Development Permit(s):

Harris, Richard – Map 218 Lot 054 (23 Serenity Drive): Mr. Harris was in to see the Board on May 10, 2016 regarding placing a 2016 Colony – 14 x 76 mobile home with porch and 10 x 10 shed on lot. At that time Mr. Harris was advised that no hook-ups could be made to the Bray Hill system until the new pump station was on line and data for two months was looked at. Mr. Harris stated that he had someone waiting to occupy trailer so Peter Corey the Selectman Rep. stated he would see if just this one could be hooked on. A letter (see attached) was read from the Selectmen which stated that they would issue one new trailer at Dick's Mobile Home Park however, there is a moratorium on any future water hook-ups on the Bray Hill system until the new pump station is on-line and see where things are.

The Board reviewed the permit and filled out the Single Family checklist. No concerns. **A motion was made by Everett Kennedy to approve the development permit to place a 2016 Colony 14 x 76 mobile home with porch and a 10 x 10 shed on said lot, seconded by John Tholl Jr. No further discussion, all in favor, motion carries. APPROVED**

Beaulieu, Denis & Julia – Map 240 Lot 017 (101 Crane Road): Mr. Beaulieu was present, he would like to build a 28 x 32, 1 ½ story garage. The use is for parking cars, storage and exercise room upstairs. He is well within the setback requirements. Everett Kennedy asked if he was going to have an apartment, Mr. Beaulieu stated, no. Mr. Beaulieu indicated that he wanted to build a 28 x 40 garage but the cost was too much so he downsized.

A motion was made by John Tholl Jr to approve the 28 x 32, 1 ½ story garage, seconded by Everett Kennedy. No further discussion, all in favor, motion carries. APPROVED

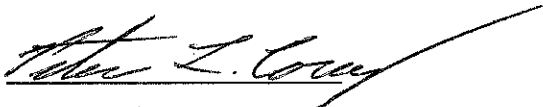
Parenteau, Richard & Margaret – Map 242 Lot 002 (9 Memory Lane): Joyce McGee had sent a letter to the Parenteau's regarding putting a shed up on their property without getting a Development Permit. An application was received requesting to build (2) two 8x8x10 wood storage sheds and (1) one 12x15x10 central storage with metal roof. After reviewing the application, it was noted that the shed and central storage were in violation of the 25' setbacks. Peter Corey stated that it doesn't meet the criteria and needs a variance. Joyce McGee stated in the past the abutter got a letter asking if it was okay with them. Scott Burns said that the in-town street scape is different with the setbacks.


A motion was made by Everett Kennedy to deny the development permit application as the building doesn't meet the required 25' setbacks, seconded by Peter Corey. The Board will direct the Parenteau's to the Zoning Board for a variance. All in favor, motion carries. DENIED

To: Whitefield Planning Board
From: Whitefield Board of Selectmen
Date: May 24, 2016
Re: New Trailer at Dick's Mobile Home Park

The Board of Selectmen met with Mr. Harris last evening and agreed that the Planning Board can issue an occupancy permit for the one new trailer at Dick's Mobile Home Park. Please be advised that there is a moratorium on any future water hook-ups on the Bray Hill system until we see where things are at once the new Pump Station is on-line

Board of Selectmen





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Peter Corey stated a violation is determined by the Selectmen per RSA 676:17, he requested that a cease and desist letter be sent with a time frame to file a variance.

Rosa, Linda & Naro, Karen – Map 221 Lot 005 (5 Partridge Lane): To construct a detached 25 x 34 garage. Meets setback requirements.

A motion was made by John Tholl Jr. to approve the 25x34 detached garage, seconded by Everett Kennedy. No discussion, all in favor, motion carries. APPROVED

Other Business:

- Letter from Twin Town Homes re: Manufactured Home Installation at 31 Laurel Street, Edward Tibbets. Board felt the letter should be sent to Mr. Tibbets. Peter Corey felt a certified installer needs to do the inspection, the state has standards and license requirements. Manufactured Homes are all part of Hazard Mitigation for the community.

Mr. Harris said the state and town have no enforcement. Everett Kennedy said that sharing a building inspector with surrounding towns has been suggested in the past.

- An informational plan was filed at the CCRD regarding Map 219 Lot 060, with Robert Stiles giving a R.O.W. to said lot. Since Judge approved this, the Board had no concerns. (See Property File)
- An e-mail was received from a Ben Madden of Tilson Technology Management who is working with Northeast Wireless Network to install a generator with propane tank at 39 Freds Way – Map 101 Lot 017.4. He was wondering if they needed building permit. Joyce McGee had Chief James Watkins look at the site and he is fine with the plan and felt no permit was needed. Joyce McGee signed off on behalf of the Planning Board. (See Property File)
- Letter from Town of Lancaster Planning Board regarding Varsity Wireless, LLC & Beverly J. Nash Esson requesting approval to construct a wireless telecommunications facility.
- Public Hearing Proposal Unincorporated Place of Dixville regarding Site Plan Review for the renovation of Hampshire and Dix House.
- Joyce McGee had received a request from a realtor regarding 343 Twin Mtn. Road (Map 239 Lot 022) if it could be subdivided again. Joyce McGee pulled all the plans for that subdivision but no note referred to not subdividing that lot. Board suggested that the realtor look at the deed to see if any stipulations are noted and send the criteria on subdividing.
- Joyce McGee also showed the Board several plans that got recorded at the CCRD of the same lot and that this should not happen, very confusing.

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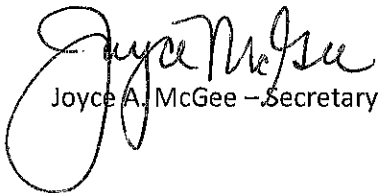
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- Peter Corey stated that the Board should be holding people accountable for improvements that are taking place without a Development Permit. He would like to see Robert Stiles come in and tell the Board what he is doing with the Old Mill Studio as a new curb stop was put in and the driveway was filled in.
- Peter Corey felt that Certified Letters should be going out to the property owner(s) in violation. He also felt that twice a year a public notice should go out stating what constitutes a Development Permit, maybe through website, tax bills etc.
- A reminder that next meeting will be Wednesday, June 15, 2016 at 6:00 PM to continue the Richard Harris hearing. Since John Tholl Jr. and Peter Corey have not been in attendance for all the meeting they will not be sitting in on this case.

Adjournment:

A motion was made by Everett Kennedy to adjourn at 8:35 PM, seconded by John Tholl Jr. All in favor, motion carries.

Respectfully submitted by


Joyce A. McGee – Secretary

Scott Burns - Chairman
