

Planning Board Meeting Minutes

February 12, 2019

6:30 PM

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Chairman Burns called the meeting order at 6:32 PM.

**Members Present:** Scott Burns – Chairman, Frank Lombardi, Alan Theodhor, Tim O’Neil, Steve Laroza – Alternate and Joyce McGee – Secretary.

**Members Absent:** Peter Corey – Selectmen’s Rep.

**Public Present:** William Hicks, Stockton Hicks and Jennifer Brown.

Chairman Burns appointed alternate Steve Laroza as a voting member.

Chairman Burns read the following:

**Public Hearing(s):**

**1. Change of Use/Site Plan:**

**#624 – Owner(s)/Applicant: Hicks, William & Linda/Hicks, Stockton – 44 Shirlaw Drive, Tax Map 226 Lot 025**– who is/are requesting a Change of Use on said parcel Tax Map 226 Lot 025, currently 2.6 acres. The primary use of the current 27’x 68’ greenhouse will be used as a retail greenhouse. The entire 1,836 sq. ft. will be used with about 20 sq. ft. as checkout area.

Stockton Hicks addressed the Board and advised that the current greenhouses started off as a hobby but he is now requesting to change it to a retail business. He would like to grow annual bedding plants, hanging baskets, perennials and vegetable starters. A farm stand will be present at the location to sell produce grown at the adjacent greenhouse. This will be a seasonal business open May through July, 9am to 5pm for the plants and the farm stand longer until produce is not available. Mr. Hicks will be the sole owner and employee.

Alan Theodhor wondered about the amount of traffic and what would be the busiest time period. Mr. Hicks stated that starting in May, Memorial Day weekend to Mother’s Day weekend (3 weeks) would see the most traffic. Approximately 15 cars throughout the day. Mr. Theodhor thought that was low. Mr. Hicks thought maybe 3-4 cars a day, M-F.

Alan Theodhor wondered about the signage, Mr. Hicks is still working with the State.

No abutters were present the Hick’s have heard no feedback from neighbors. Tim O’Neil liked the idea but wanted to make sure the neighbors were okay with it as didn’t want something to come up later on.

**A motion was made by Frank Lombardi to accept the application as complete, seconded by Alan Theodhor. All in favor, motion carries.**

Frank Lombardi went through the Commercial Activities and Absolute Criteria Chart (see PB #624). Parking area will be gravel with tree buffer on both sides; Character of property is a large lot with 2.6 acres and will encourage horticulture use and open space; Conflicts would be the traffic and road maintenance. The Board asked who owns the road, the Town does. Scott Burns asked about heavy trucks, Mr. Hicks stated no heavy trucks. Board members wondered if the road would sustain extra traffic. The Board would like input from the Public Works Director on the condition of the road. Mr. Hicks would like to see a speed limit and children at play sign posted.

Mr. Hicks will likely get hooked up to Town Water when booster pump station is complete.

No further comments or questions.

**A motion was made by Frank Lombardi to approve the Change of Use to a retail greenhouse business conditional on what the road status is based on the Director of Public Works comments, seconded by Tim O'Neil. All in favor, motion carries.**

Secretary McGee will advise Mr. Hicks on the outcome of the review from the DPW.

**Minutes: A motion was made by Alan Theodhor to approve the February 4, 2019 minutes as written, seconded by Steve Laroza. All in favor, motion carries.**

**Other Business:**

**Development Permit(s): Day, Roland – 13 Fillions Folly Road, Tax Map 226 Lot 049: To construct a 12x12 shed. A motion was made by Alan Theodhor to approve the Development Permit as submitted, seconded by Steve Laroza. All in favor, motion carries. APPROVED**

**Updates:**

**Lufkin, Mark – 90 Union Street, Tax Map 231 Lot 020:** Per Mr. Lufkin all building structures that contained deicing materials have been taken down and moved.

**Industrial Communications – 39 Freds Way, Tax Map 101 Lot 017-04:** Copy of Bond was received, expiration 6/11/19. Need an update on what is on the tower per condition.

**Fees:** The new fees for Lot Line Adjustment, Subdivision, Change of Use and Voluntary Merger were approved by the Board of Selectmen on 2/11/19 (see attached).

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**Master Plan:** Tim O'Neil stated the June Garneau would have something available in another week.

**Re-Appointment:** Both Chairman Scott Burns and Member Frank Lombardi are interested in serving on the Board again as term expires March 2019.

**A motion was made by Tim O'Neil to adjourn the meeting at 7:34 PM, seconded by Steve Laroza. All in favor, meeting adjourned.**

Respectfully submitted by:

  
Joyce A. McGee - Secretary



Scott C. Burns - Chairman



# Office of Selectmen

Town of Whitefield, N.H. 03598

*"Heart of the White Mountains"*

603/837-2551

At the Selectmen's Meeting held on Monday, January 28, 2019, the Board of Selectmen adopted the following fees or increase of the following fees:

**Planning Board:**

Lot Line Adjustment: Application Fee increase from \$40.00 to \$100.00

Subdivision: Application Fee increase from \$40.00 to \$150.00 per lot

Change of Use: Application Fee from \$40.00 to \$50.00

Voluntary Merger: Application Fee from \$0 to \$100.00

\*Additional Expenses for Development Permit, Newspaper Announcements, Filing Fees at Coos County Registry of Deeds, and Certified/Regular Letters are to be paid by the Owner(s)/Applicant(s).

**Whitefield Fire Rescue:**

Adopt the following Fee Schedule:

Child Care Inspection: \$50 each

NHDHHS Inspection: \$40 each

False Alarm (2 allowed per calendar year): \$100 each

Follow-Up After Primary Inspection: \$25 each occurrence

Life Safety Inspection: \$50 each

NHLC Inspection: \$50 each

Oil Burner Permit & Inspection: Residential: \$40 Commercial: \$75

Place of Assembly Inspection: \$75 per building

Report Inquiries: \$20 each

Tent Inspection: \$50 each

School Inspection: \$120 each

Board of Selectmen

Date: February 11, 2019





## **Town of Whitefield Development Application Fees**

### **Residential (Single Family or Duplex)**

New Construction	\$100.00
Accessory Structure	\$25.00
(detached garage, porch, deck, shed, patio, in-ground pool)	
Remodel/Alteration	\$25.00
Renewal	\$25.00

### **Commercial, Residential over 2 Units, Speculative Homes**

New Construction	\$150.00
Misc. (Electric, Plumbing, Mechanical)	\$100.00 (only if applied for as a separate project)
Remodel/Alteration	\$50.00
Renewal	\$75.00

### **Other Permit Fees**

Private Road Agreement	\$12.00 first page \$4.00 each additional page
Septic Permit (Initial Application)	\$50.00
Demolition Permit	\$25.00
Driveway Permit	\$25.00
Lot Line Adjustment	\$100.00 plus applicable fees
Subdivision	\$150.00 per lot, plus applicable fees
Change of Use	\$50.00 plus applicable fees
Voluntary Merger	\$100.00 plus applicable fees

### **After-the-Fact Permit Penalty** \$150.00 (permits requested after construction has started)

Pursuant to Article XI – Enforcement Authority in the Whitefield Development Code it shall be the duty of the Board of Selectmen to enforce and administer the provisions of this Development Code. If any violation of this Code occurs, the Selectmen may institute any appropriate action, including but not limited to fines and penalties as authorized by RSA 676:17.

All Development Permits are effective for three years from the date of issuance. Renewals will be for one year.