

**PLANNING BOARD**

**MAY 16, 2019**

**MEMORIAL BUILDING**

**7:00 P.M.**

*The following are to be considered draft minutes until approved by the Board.*

Members present: Kevin Lee, Chairman; Peter Keene, Bryan O'Day, Ken Jacques, Michael Howard, and George McCusker, Ex-Officio. Absent: Darrin Patten

Others present: Zoning Coordinator, Whit Smith; UVLSRPC Circuit Rider, Steve Schneider; Annette and Billy Granger, Jason Patten, Mike Tully, Pat and Tom Greenhalge, George and Susan Neuwirt.

This meeting was called to order at 7:00 p.m.

Minutes of April 18, 2019: George moved to approve as written, seconded by Ken. Five members voted in favor; Mike abstained.

Annette and Billy Granger presented a request for a Conditional Use Hearing. The public hearing opened at 7:05 p.m. Whit stated the Granger's were approved for Conditional Use by the Planning Board in October 2016. Construction has not started. State Statutes are not clear on expiration of Conditional Use approvals, two-years is the timeframe for other approvals. Whit recommended the Grangers reapply. They are adding 12' x 63' to their existing mobile home in the 660' buffer of McDaniel's Marsh, for additional living space and a deck. Their application is the same dimensions as 2016. The Grangers sought a Variance with the Zoning Board in 2016. It was determined Conditional Use was what they needed, but since they already in a hearing, the ZBA granted a Variance to be safe. They are skipping the Zoning Board this time. Planning Board members reviewed the application for proposed construction. There were no comments from the public. Ken moved to close the hearing, seconded by Bryan and unanimously approved. Ken moved to approve the Conditional Use as submitted, seconded by Bryan, and unanimously approved.

Consultation: Mike Tully stated he is starting a small property maintenance business and has heard he will need to come to the Planning Board with a plan for his site, hours of operation, parking, and proposed buildings, including ideas for future growth. The Board recommended Mike contact Whit.

Consultation: Susan Neuwirt stated she currently lives in Sunapee and is interested in purchasing land on Hogg Hill Road at the town-line. She operates an in-home dog sitting business taking care of dogs while owners are on vacation. She will live at the property. Dogs stay in the house with her just as if they were her own. She does not operate a kennel. Dogs are outside only during specific times and are supervised. The Board recommended Susan include the number of customers, amount of traffic per week, the maximum number of dogs and the times they may be outside in her application. The number of customers and traffic determine if the proposed use is for home business or commercial. They suggested she talk to neighbors in

the area about what she does, due to past circumstances and sensitivity in the neighborhood. Mike Howard suggested she include a process for adjudicating noise issues in case any issues occur. Susan stated her business model will be the same as in Sunapee. There have been no issues or complaints from neighbors there. She does vacation sitting, not a daily day-care. Traffic is limited. When the dogs are outside, they are in a pen and she is usually with them. The property she is interested in is 5.6 acres, there are no close neighbors. George Neuwirt stated this is a special set of circumstances as their decision to buy the property will hinge on whether they get approval for the home business from the town. He suggested perhaps the application could be presented in the name of the present owner and Susan would be their agent. Steve Schneider stated it is common to be represented by an agent if the property owner and agent are on the same page. The Board agreed this is a good way to proceed. Susan will be in touch with Whit Smith.

Consultation – Jason Patten. Whit reported he is working with Jason regarding his wood processing business on 53Town Farm Extension. The property is 15.85 acres with an easement for Town Farm Extension through it. There are no wetland issues. Jason is a logger, processes firewood, and sells hay and cattle. Jason got approval for a barn last year which has not been started. He also proposes a structure for wood processing. The Board recommended Jason include the location of a sign, lighting, and any plans for future expansion. George McCusker asked if equipment can be parked in the hay barn without needing an additional Special Exception or Site Plan. Kevin stated the building is being shown on the Site Plan so equipment could be parked there. Hay is allowed under agricultural. Jason stated he has two skidders and a logging truck stored on the property and used off site. He was told to include them and where they will be stored. Whit stated he is moving forward with Jason's application for Site Plan and Special Exception with a joint Planning and Zoning hearing held on June 20<sup>th</sup>.

Consultation - Tom Greenhalge of 701 Four Corners Road reported he operates Grantham Plumbing and Heating at his property on 37 Bridge Lane in Grantham. The Selectmen asked him to come in. He has reviewed Home Business regulations and doesn't see how he has a business in Springfield. There are no signage, customers, or deliveries at his house. He has no employees. He brings his work vehicle home at night just as an Irving serviceman would do. The equipment is there to take care of site work from the garage he built to store vehicles last year. George stated this started by a citizen complaint and some digging on the internet turned up advertising suggesting a business at Four Corners Road. George stated he and Whit have been to the site and they saw nothing. No sign, no business or anything from the garage. Whit stated there is some disagreement among the Board of Selectmen as to whether Tom has a home business or commercial use. The Selectmen recommended Tom consult the Planning Board. Tom reported he has two pickups with magnetic signs for Grantham Plumbing and Heating on them. He uses one to plow. He has no box trucks. The website that he maintains says Grantham Plumbing and Heating. The backhoe doesn't run well. He has nothing to do with any other advertising that may show up on the internet. His deliveries are usually made at job locations. Ken stated it is conceivable there could be supplies delivered to his home. The number of deliveries could be the factor for a home business. After discussion, the Board agreed there does

not appear to be a business being operated from that location, unless something changes. Kevin will write a letter to the Board of Selectmen. George thanked Tom for coming in.

Zoning Permit Application: Whit stated the Selectboard spent a great deal of time amending the Zoning Permit Application. There are now specific questions about business on property. The fee structure has also been revised and will be included on a separate page. George stated there was quite a bit of discussion about the fees. Whit noted the review of fees has nothing to do with the process taking place but to bring our fees in line with other towns.

Whit reported Dick Hendl has drafted standardized notice letters to be sent regarding non-compliance issues. Whit stated, a year and a half ago he began working on a tri-fold brochure to educate and raise public awareness which he is working on now as a result of the Planning Board's recent motivation.

Whit reported Pete LaCaillade, Corey Swenson and Jason Patten are on deck for Site Plan and Special Exception Hearings for June 20<sup>th</sup>. He has identified twenty-five or more enterprises possibly having home business or commercial activity. Word of mouth seems to be working well as people hear about the process. He addressed his concern with managing the joint hearings and would like to work with the chairs of both boards to develop a stream-lined process. He is suggesting three hearings to start, but that may be too many, with the likelihood of additional consultations. There has been some concern expressed by the Zoning Board as to setting the dates for the hearings. This also should be discussed by the board chairs.

"Junk Yards" and property with accumulation of stuff is also under review. The State Statutes can be used to supplement the Zoning Ordinance.

Whit asked the board for recommendations for self-employed plumbers, electricians, painters, and carpenters, etc. Often, these people store their tools in a truck or enclosed trailer. They do not have heavy equipment or conduct business at their property. They leave most mornings and do not have employees. He asked if these occupations require a site plan if for instance a plumber might have an excavator for digging lines stored in between jobs. A painter might have a panel truck, no signs or employees. What if the plumber builds a shop for spray painting trim, etc. at home? A plow guy might have one plow. The Board agreed home occupations change when circumstances change. A painter would likely have a home business when a spray shop is added. A plow guy's use would change when a second truck and employee is added. Whit stated he will be seeking guidance from the Planning Board as this process continues.

At 8:50 p.m. a motion was made by Kevin Lee to enter non-public session, per RSA 91:A:3 Personnel. Motion seconded by Ken. Voice vote: Kevin, Bryan, Ken, Mike, Peter and George all voted yes.

At 9:02 p.m. after voting unanimously to enter back into public session, Ken moved to seal the non-public minutes, seconded by George. Voice vote: Kevin, Bryan, Ken, Mike, Peter and George all voted yes.

The meeting adjourned at 9:03 p.m.

Submitted by,

Janet Roberts,  
Administrative Assistant