

## PLANNING BOARD

DECEMBER 19, 2019

## MEMORIAL BUILDING

7:00 P.M.

Planning Board members: Kevin Lee, Chairman; Bryan O'Day, Darrin Patten, Ken Jacques, Peter Keene, Ex-Officio, George McCusker; Alternate Tim Bray. Absent: Michael Howard and Dan Saulnier.

Others present: Whit Smith, Zoning Compliance Officer; Keith and Susan Cutting, Tanner Jacques, Malcolm Milne, Peter Crowell and Erin Darrow.

The meeting was called to order at 7:01 p.m. Motion by Darrin to appoint Tim to step-in for absent member. Motion seconded by Ken and unanimously approved.

Minutes of November 21, 2019: correction page 3, 2<sup>nd</sup> paragraph, 2<sup>nd</sup> sentence ... Seth Wilner last ~~might~~ replace with "month". Bryan moved to accept the minutes as amended, seconded by George. All voted in favor, except Ken abstained.

Durgin & Crowell: Ben stated Durgin and Crowell applied for an alteration of terrain permit for the area near the planer mill. The design shows the area has been cleared and stumped. They would like to improve the area for increased parking and storage, lumber and pellets. There will be no structures, and no lighting. Access is as shown on the plan. The area is mostly flat with a 2-3% grade. The yard will be gravel packed, and the only traffic will be from the mill. Ben asked if they would need to amend their site plan. The Board questioned the ownership of the lot in question. The parcel is a separate lot from the property where the mill is located. The property was purchased two years ago. As it is a separate parcel it doesn't necessarily carry the pre-existing, non-conforming status with it. Other options such as annexation or lot line adjustment were discussed. The Board recommended a Special Exception for use of the area they are looking for.

Twin Lake Villa (TLV): Consultation with Ken and Tanner Jacques. Ken stepped down from the Board. Ken stated they are working with Pierre Bedard to put together the Site Plan for TLV. He asked for an informal review of the site plan checklist to identify and clarify they need to provide. A summary of the discussion follows:

1. Ken stated everything on the site plan is pre-existing. They have 35 buildings all on one lot. He asked for clarification in respect to showing all abutting buildings within 200' as it will make the plan very busy. They are not looking to add or change anything.

The Board discussed the possibility of an overlay or second page showing abutter information.

2. He questioned the requirement to include 2' or 5' contours, which is a large undertaking for developed property, not including the backland. Pierre has suggested 20' contours for the pre-existing property. If changes are made, a new site plan could be required.

Kevin stated in this situation Pierre's suggestion would likely be adequate, but they should some way explain that and ask for a waiver of the 2' or 5' contours in their application.

Whit stated he has been working with applicants to standardize application information. A map to scale including north orientation and linear distance has been adequate for the Board in the past. Whit stated he has found a resource for contour data of 5' and 10' increments.

3. The plan requires map and lot information, drainage, roads, driveways, abutters, water and hydrant info, power poles, the brook, the lake and any easements. Ken stated there are several easements, all of them in New London, pertaining to leach-fields, water mains, water transmissions lines etc. There are properties within the villa not owned by TLV, but their access is over TLV roads for access.

The Board suggested the easements be shown on the plan. On an attached plan, a key can be included. Access across TLV property should be noted as well.

4. Ken stated the land in New London is virtually built out. Not a lot of that land can be further built on. The land is all residential and is not able to be further subdivided. If he asked if shows those abutters does, he need to show their structures and septic systems.

The Board agreed that abutters and structures within 200' of the town line should be shown on the plan. Instead of putting all the actual buildings on the plan, which would make it very busy, they could attach a separate map that shows all the abutters and buildings and attach property cards for those.

In summarizing the checklist:

Water mains, hydrants, power poles, public and private utilities, and any other existing data on the ground should be shown, including easement areas.

Leachfield locations should be identified and can be put on a 100' scale map.

Topography contours at 20' could be included on a separate plan, but TLV will need to request a waiver from the regulations.

Ken is hoping to have the plan read for the February meeting.

There being no further questions, Ken stepped back in to the meeting at 8:17 p.m.

Nick Cote: Conditions of Approval. Whit submitted the plans as Nick was not present. The amended plan included topography of the lot, the location of utility poles, and all structures within 200 feet. Motion made by Darrin to approve the updated plan as presented, seconded by Bryan. The motion passed by majority vote. Ken and Peter abstained since they had not been part of the former hearing process.

**Noise Ordinance:**

Tim Bray reported he, Dan Saulnier, and Brooks Weathers have held two work sessions and have come up with the framework to work from. They are dividing the workload and each one of them have specific assignments. They will be working on a draft to present to get a perspective on proposed hours of operation for commercial and residential, and how to measure the noise. They are trying to tie this in with the Master Plan. Educating the public will be key. The ordinance must fit in with the infrastructure of the town and be enforceable by the resources the town has available.

The Board agreed this would be a stand-alone document that will be referenced in the Zoning Ordinance. A proposed noise ordinance would need to be put out to the public and approved by voters at Town Meeting. It is too late to have that all happen for March 2020 meeting.

**Site Plan Application Checklist:** The Board reviewed standardizing the application checklist and creating a checklist that is more “user friendly” so applicants do not have to extract the information required with Site Plan from the regulations. Kevin Lee will work on a draft and circulate to members for review.

Darrin asked if Keith Cutting had gotten the answers he was looking for regarding agricultural uses. Keith stated he has put that aside for the moment. He has submitted a petition to the Board of Selectmen proposing the creation of an Agricultural Commission to be voted on at Town Meeting. He is waiting to find out their response after the signatures have been vetted.

Keith asked with the Planning Board might consider creating a subcommittee to hold some work sessions for local input on what constitutes an agricultural endeavor. He believes the State RSA says that all agriculture involving production of food or fiber products, whether for a someone’s own use, selling or giving away is considered a commercial activity by the State. He would like to see the Planning Board develop criteria that is consistent for site plans involving agriculture. A work session with agricultural and non-agricultural members would be beneficial rather than spending a small amount of time once a month at Planning Board meetings. Ken suggested the Planning Board schedule a separate work session to clarify State regulations and decide how they best apply to the Town of Springfield.

There being no further business, the meeting adjourned at 9:15 p.m.

Submitted by,

Janet Roberts,  
Administrative Assistant

