

**OSSIPEE PLANNING BOARD
MEETING MINUTES
May 3, 2016**

Minutes recorded by Ski K., transcribed by Laura Nash, Planning Board Secretary; amendments are noted by ***bold/italic*** type.

Call to Order: Ski called the meeting to order at 7:00 p.m.

Attendance by roll call: Bruce Parsons, Bob Gillette, Dennis Legendre, Roy Barron, Ski Kwiatkowski, Connie Billings, Frank Riley, and Rick St. Jean (Alternate) **Absent:** Laura Nash

Meeting Minutes: Meeting Minutes of April 19, 2016 to review for approval.

Motion: by Connie, seconded by Roy, to approve the minutes from April 19, 2016.

All in favor, motion passed.

Old Business:

- **Case #16-1-SPR – Westward Shores Lakeside Camping Resort**, 110 Nichols Road, Tax Map 29, Lot 1, 23-6, 23-7, 23-8, 24-15, 24-18, 24-19, 24-40, 28-5, 28-6, 29-2, 29-3, 38-15 for expansion of a recreational camping park. Submitted a letter of Continuous until May 17, 2016.

Motion: by Roy B, seconded by Connie B, to speak with Secretary to determine if a Letter of Continuous was received, if so, to grant the letter of Continuous until May 17, 2016. **All in favor, motion passed.**

NOTE: Letter of Continuous was received on April 29, 2016 via email to the Secretary, requesting a continuous until May 17, 2016 PB meeting. Copy of letter will be in next PB packet.

Master Plan: Rick St. Jean started presentation:

1. Spoke with the Economic Development Committee wants to do something to the downtown area to attach more businesses and changes to the Master Plan could help with zoning.
2. Rick suggested opening up more Commercial / Industrial Land along Routes 28, 25 & 16.
3. Spoke with Lakes Region Planning Commission on ideas and different types of zoning.
4. Water system has quit a bit unused capacity and could potentially be a draw for businesses.

Bob G. questioned if Rick has looked other Master Plans from surrounding towns. Rick looked at Moultonborough but the situation is different because they have Lake Winnepesaukee, Route 25 and a lot of Commercial Development.

Dennis: Noted in last week's paper the Economic Committee met with the Selectmen. A question was asked about improving some of the properties in town to make it more appealing to potential incoming businesses. According to the article in the paper the EDC was told there is nothing the Selectmen can do! If we already have a Master Plan and Zoning Ordinances and these properties are in clear violation why spend money to improve the Master Plan if we can't live up to the one we have? Dennis referenced a couple of unapproved junk yards in the village.

Bob G., there appears to be unapproved, unofficial but actual junk yards scattered ***in the village zone of the town.*** Question is how are these regulated, are they allowed, are they regulated at all?

Discussion ensued over morale obligation verses legal authorization to address these potential violations. Frank stated it was starting to get addressed but it will take some time. Because you can't change twenty years of regulations in one year.

Ski: noted the water lines were inspected and report came back indicating the lines are good for at least twenty years.

Frank: noted it appears not much process in developing the Master Plan at regular PB meetings is taking place, so if the Master Plan is going to be worked on it will have to be done at the workshop level.

Bruce: mentioned the LRCC has offered to develop Master Plans for a fee.

Ski: suggested forming a workshop committee of about three members to work on the Master plan and present it to the PB.

Bob G., stated the last time the Master Plan got revised, Pat Jones had wrote it and Bob, himself, wrote parts of it. The document was fairly fat and he doubts if very many people actually read it. Bob asked how many of the PB members actually read the plan. Census was each have read parts of the plan. Bob stated each Town has to have a Master Plan, it's a legal requirement.

Bob stated he would take part in the work group but it will also require some other times as well.

Ski: asked Dennis if would also be the workshop committee with Bob G, and Rick. Dennis said he would try.

Carol Holyoake: with CCI - asked what the sub-committee is to include in the Master Plan. **Bob** replied to see how the existing plan could be revised and updated.

Unsatisfied Conditions: Updates in Blue

Board	Date	Applicant	List of Conditions
PB	07/21/15	Tammy White	State Inspection Certificate – Passed Inspection pending paperwork
PB	11/03/15	EFI/View Tech	Ltr stating manufacturing/light industry only. – Steve McConarty name removed – PB will send letter

* Items attached for Board review and decision.

New Business

- **Case #16-4-SPR** –Lisciotti Development (LD) – Bohler Engineering, PC: Proposed Dollar General Retail Development. Site Plan Review, 20 Route 25 East – Map 86, Lot 26

Ski: presented email communications from Board Secretary with Austin Turner from Bohler Engineering, PC. Ski notes on April 20, 2016, while reviewing paperwork submitted for project, it was determined there was no paperwork of subdivision or proof of ownership. On, April 21, 2016 secretary received email from Austin Turner with attachment of current deed of property and purchase & sales agreement. Austin stated he also sent the subdivision plan.

Austin presented general concept is a 9100 sq. ft. building, primarily front parking with some spots on sides. Seeking a waiver for the parking from the Zoning Ordinance standard 41 spots to 30. They are working on driveway access and permits with NHDOT and are meeting all Town, State and Federal standards.

Signage: is within the zoning ordinance.

Storm Water Drainage: Topographically property is to be fairly flat. To assist with stormwater run-off, they have swales that are flat to provide run-off from the parking lot around the perimeters drainage ditches to a stormwater filtration basin behind the building. The swales will provide filtration from the vegetated swales but also sediment four bays and also 8 times the infiltration at the basin.

Private Utilities: either obtained connections through the facilities available out along Route 25 or via on-site private systems ex: buried propane tank for heating.

Loading: is located on the south side of property and will be done on Monday mornings before store opens. Store hours are 7 – days a week, 8:00 am to 10:00 pm.

Landscaping: Providing additional low lying shrubs, roadside, to buffer parking lot from Rt. 25. Also, providing arborvitae salt tolerant shrubs along north side of property (Skehan side).

Lighting: Dark sky compliant with no halo effects, shielded and internally cast.

Permits: Application for access way is process with NHDOT.

Subdivision Plan: Propose 1.6± acre parcel to be subdivided from the 10 acre parcel currently denoted as Lot 26 on Assessors Map 86. Property will have 239 ft. of frontage with the current requirement of 80 ft. of frontage. Seller required Lisciotti Development provide them the rights to access the remaining property and is included in the subdivision plan.

Bruce: questioned how LD can present a SPR when the subdivision is not finalized. Discussion ensued and Austin explained the deal is contingent on Lisciotti Development getting all the approvals whether Town, State or Federal before the Seller will finalize the transaction. We have a Quitclaim Deed that indicates

present owner is prepare to sell to Lisciotti Development, providing subdivision is approved and provided the entire SPR is approved. The Quitclaim Deed is the current deed on record for the whole 10 acres. The PSA says the seller gives permission for Lisciotti Development to submit and file for any permits or subdivisions required and has the right to act on the owners behalf.

After brief discussion on whether the SPR application is complete or not.

Motion: by Connie B., seconded by Bob G., to accept the application for the purpose of Site Plan Review.

All in favor, motion passed.

Discussion opened to Public:

1. Jim Skehan questioned time frame for opening? Austin replied – rough time-frame is hoping to break ground late spring – early summer. Construction is 5 – 6 months, so hoping for mid-fall opening.
2. Mr. Casinelli questioned if in 5 to 10 years could this project effect future zoning? The PB clarified current zoning is Roadside Commercial; no project should affect the zoning as long as it's permitted in that zone. The only way to change the zoning is through voting at the Town Meeting. Individual projects do not affect the zoning, the zoning affects the project.
3. Jim Skehan asked what side of the property is this project located? Austin illustrated on the maps that would be closer to Skehan Home Center. Jim explained they have a guard dog on duty from 6:00 pm to 7:00 am. Within the fenced perimeter of their property and there are signs posted warning of guard dog on duty.

Ski polled the Board: To accept the SPR application with the following conditions:

Conditions:

1. Fire Chief: Official Letter
2. Driveway permit approval from NH DOT
3. Final Sale Agreement/ Deed
4. Sanitary/Septic approval
5. Town Water Connection permit
6. Subdivision Plan approval by PB

Parking Waiver: in Accordance with Section 6.07 of the Regulations

Section 8.01.2 – Off-Street Parking and Loading:

Required: Retail Commercial requires 1 space / 200 sq. ft. of sales floor area plus 1 space / 600 sq. ft. of storage are, which totals 41 requires parking spaces for the proposed development.

Requested: 30 parking spaces are proposed for the development. The proposed use is anticipated to be a low traffic generator and is not expected to require more than 30 parking spaced, which is consistent with Dollar General's historical operations experience throughout New England. Further, the inclusion of additional parking spaces would require unnecessary additional impervious surfaces.

Motion: by Ski K., seconded by (Connie ?) to approve parking waiver. **All in favor, motion passed.**

Steve McConarty spoke with the current property owners, who are requesting road way access to the remaining 8.4 acres of property.

A questioned was asked about the Right of Way: The State said there shall be a 50 ft. Right of Way, they established a right of way when the property was subdivided.

Per Austin Turner, they currently have legal right access to the remaining property per their current agreement but if they want to sell the remaining 8.4 acre parcel or subdivide it out. They will need to go through the same process with NHDOT etc... for providing driveway access. The remaining frontage is 114.5 ft. where 80 ft. is required.

Motion: by Connie B., seconded by Frank R., to approve the Site Plan Review with the six conditions.

Bruce P. Abstained, All others in favor, motion passed.

Letters:

- Invoice by Spring Planning & Zoning Conference for Ski K., to attend

Motion: by Connie B., **seconded:** by (Roy ?), to approve payment for Ski K., to attend conference.

All others in favor, motion passed.

• Ltr sent by Ellen White – Town Administrator from the Selectmen concerning the Build-Out Study Roy B., asked Ski, if Pat Jones had contacted him. Ski indicated she left message she would call back. Roy indicated some Conservation group wants to draw up some maps towards the Master plan.

Frank explained Before the PB commits fund to do a build-out study is to notify the Selectmen. There is still a question if from the Town meeting the results meant “NO” not to allocate the money or if it meant “NO” not to do the build-out study. There still seems to be misinterpretations of the results.

- Request for Project Review by NH Div. of Historical Resources – Tax Map: 31 Lot: 20 - 77 Broad Bay Rd.

Frank asked what the project is. Bruce indicated the owners want to be build a retaining wall to keep their beach sand from eroding into the lake. It's a Mark McConkey project that was discussed at the CC meeting.

Any Other Business Which May Come Before This Meeting

- April Budget & Revenue Report – Income \$1365.41 PB made aware
- Hitendra Patel (Kokopelli bldg.) pending hearing date.
- Westward Shores Campground Resort

Rick: suggested of having an outside engineering firm evaluate for meeting zoning regulations. To see whether they meet State & Federal regulations.

Bob G. proposed whether they meet general standards of RV campgrounds, which conditions vary place to place.

Rick: spoke with Norway Claims and they estimate between from \$1,000.00 to \$1,800.00 without looking at the plans.

Bruce: suggested Dave Shepard from LRCC.

Ski: ended the conversation until next meeting when a representative from WWSCG could be present.

Carol Holyoake: ask if there was a conflict of interest on Bob Reynolds on the letter he wrote to WWSCG, which was read at a previous PB meeting by George Ferdette of SFC Engineering and was it written on Ossipee Lake Alliance letter head paper?

Ski: commented there was a letter reads to the PB but we never actually saw the letter. There was a question that came up as to whether Bob Reynolds had sold WWSCG some property.

Bruce: seconded the motion to adjourn the meeting.

Ski: told Carol if the letter is signed by someone who also sold them some land then there could possibly be a conflict of interest. Carol asked if that's what happen. Ski replied he did not know because he does not physically have the letter.

Adjournment

Motion: by Roy, seconded by Bruce, to adjourn. **All in favor, motion passed.**

The meeting adjourned at 8:24 p.m.

Next Meeting May 17, 2016 at 7:00 p.m.

Minutes approved by majority vote of the Board on _____

Date

Ski Kwiatkowski, Chairman