

**OSSIPEE PLANNING BOARD**  
**MEETING MINUTES**  
**August 2, 2016**

Minutes recorded by Laura Nash, Planning Board Secretary; amendments are noted by ***bold/italic*** type. Live Recording of meeting can be found on <http://www.governmentoversite.com>.

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

**Attendance by roll call:** Ski Kwiatkowski - Chairman, Connie Billings – Vice Chairman, Bob Gillette, Roy Barron, Bruce Parsons, Dennis Legendre, Frank Riley, Rick St. Jean (Alternate), and Steve McConarty (ZEO). **Absent:** none

**Meeting Minutes:** Review to approve previous Meeting Minutes of 07/19/2016

**Motion:** by Bob G., seconded by Roy B., to adopt the minutes of July 19, 2016.

Bob G., requested on page 3 the minutes reflect “***Bob Gillette suggested using self-closing cast iron caps and Dan Flores is looking into it.***”

**All in favor of accepting the change, by show of hands, motion passed.**

**Informal Discussion:** **Cancelled on Thursday, July 28, 2016**

- George Scarfo –purchasing property at 525 Route 25, Tax Map: 49 Lot: 3 – currently owned by Harry C. Merrow Family Trust. Wanting to put campers on property for family and friends vacation spot.

**New Business**

- **Case #16-6-SPR (Minor):** Agent: Mark McConkey c/o Hitendra Patel of Ivhan Realty Trust, Owner; 2420 Route 16, W. Ossipee. Tax Map: 26 Lot: 10. Owner’s intent is to convert the existing office space in the back of the building to become a two-bedroom apartment to house the manager. Mark McConkey present the case for the owner. Mark M., provided an updated Highway Permit and letter of conditions from the Ossipee Fire Chief. Also, requesting the following **Waivers:**

1. SPR Regulation: 6.04.4 (G) (3) - Scaling drawings at (1”=20’)

**Motion:** by Ski K., seconded by Roy B., to approve waiver. **All in Favor, motion passed.**

2. SPR Regulation: 8.02 (B) - Landscaping in harmony with surrounding areas, with buffers, clearings kept to a min.

**Motion:** by Ski K., seconded by Roy B., to approve waiver. **All in Favor, motion passed.**

3. SPR Regulation: 8.03.4 - Storm water drainage, pre- and post-development run-off flow; snow storage areas (OZO 5.5)

**Motion:** by Ski K., seconded by Roy B., to approve waiver. **All in Favor, motion passed.**

4. SPR Regulation: 8.02.4 - Outside lighting plan, showing compliance with Design Standards

**Motion:** by Ski K., seconded by Frank R., to approve waiver. **All in Favor, motion passed.**

5. SPR Regulation: Utilities plan

**Motion:** by Bob G., seconded by Roy B., to approve waiver. **All in Favor, motion passed.**

**Motion:** by Roy B., and seconded by Dennis L., to accept the application. **All in Favor, application accepted.**

Discussion of Fire Chief Huddleston’s letter of conditions was noted and submitted for record.

Conditions:

1. A two (2) hour fire wall (fire separation) between the Mercantile Occupancy, (the retail space) and the apartment space. This fire wall is to completely isolate the two occupancies.

NFPA Chapter 101, Section 6.1.1.4.4.1. The Fire Protection Engineer that designs the Sprinkler System can assist in the plans for this.

2. A second means of egress from the apartment occupancy. NFPA Chapter 101, Section 24.2.2.1.2.

3. Installation of a “NFPA 13 D” Fire Sprinkler System. This is a standard for a 1 or 2 family attached dwelling. NFPA Chapter 101, Section 24.3.5.2.

4. The Fire Department shall be supplied with the contact information of the company that monitors the Fire Alarm System.

5. The LP Gas cylinder storage rack outside the building shall be located at least 10 ft. away from any doorway. NFPA Chapter 1, Section 69.5.4.1.1, (2).

6. A minimum of two (2) Portable Fire Extinguishers, minimum 10 BC, shall be installed in the mercantile space.

**Motion:** by Roy B., seconded by Bruce P., to approve Site Plan Review-Minor pending Fire Chief's 6 conditions be met. **All in Favor, motion passed.**

**Steve McConarty and Fire Chief Huddleston** will conduct a final walk through the property and report back to the PB for final approval of SPR when conditions are met.

**Unsatisfied Conditions (continued from previous PB Mtgs):**

Board	Date	Applicant	List of Conditions
PB	11/03/15	LBWD	Ltr stating manufacturing/light industry only. – To be sent by PB – <a href="#">Ski to meet with Laura to construct letter.</a>
PB	05/03/2016	Lisciotti Dev't/Dollar General	SPR granted pending 6 conditions: <a href="#">Pending</a> #1: Official Letter from Fire Chief
PB	05/03/2016	Lisciotti Dev't/Dollar General	SPR granted pending 6 conditions: <a href="#">Pending</a> #3: Final Sale Agreement/Deed
PB	05/03/2016	Lisciotti Dev't/Dollar General	SPR granted pending 6 conditions: <a href="#">Pending</a> #5: Town Water Connections/Permits

\* Items attached for Board review and decision.

**Old Business: (Request for Continuous received 08/02/2016)**

- **Case #16-3-SPR – Westward Shores Lakeside Camping Resort**, 110 Nichols Road, Tax Map and Lot: (23/6, 7, & 8) - (24/15, 18, 19, & 40) - (28/5, & 6) - (29/1, 2, & 3) - (38/15) for expansion of a recreational camping park.

**Motion:** by Roy B., seconded by Bruce P., to approve a continuous per SFC Engineering's request, until August 16, 2016, PB meeting. **All in Favor, motion passed.**

- **Guest Speaker:** John Picard – Ski called and cancelled guest speaker prior to meeting. The following letters were received for **PB information only** concerning WWSCG: (Copies in packet)
- LRPC – Final Report, received August 2, 2016
- Freedom CC & PB – ltr received 07/29/2016 stating opposition to WWSCR.

**Master Plan 2016 Revision** – Work Group Committee: Bob Gillette, Rick St. Jean, And Dennis Legendre:  
No Update.

**Letters: (PB Information Only)**

- **Rokeh Consulting, LLC** – Mr. Leighton & Chickville Rd Project. Roy B., spoke with Rokeh Consulting, questioned permits made suggestions to prevent erosion and will follow closely until project is complete.

### Any Other Business Which May Come Before This Meeting

- **Event Ordinance** – Bob Gillette explain to PB, the special meeting the Selectmen had pertaining to the proposed temporary Event Ordinance permitting public events. Bob G., explained how the PB would be affected. Bob G., noted any commercial for-profit business wanting to hold recurring public events would need to first go through a Site Plan Review process.

This ordinance is based off of Wolfeboro's Public Event Ordinance. Bob spoke with Rob Houseman, Wolfeboro's Director of Planning, and asked how it works for them. Basically, any for-profit business would need to amend their SPR approval to adjust for these types of events. Once the SPR process is approved by the PB, the business would no longer need to go before the Selectmen or PB for permits again for future approval of such events. According to Rob Houseman, Wolfeboro has no set SPR regulations for these events, they use "common sense" when determining event approvals. Ossipee proposes on following same process. Bob G., recommended setting non-binding guidelines in effort to stay consistent in this process. Bob G., and Ski K., independently contacted local government legal advisors, who stated there has to be a 'genuine change in use' of the property under discussion for the PB to have jurisdiction. Frank R., commented according to RSA: 105; 155; and 286 does authorize the Board of Selectmen to approve or disapprove outdoor events or to change specific ordinances under these RSA's. Comments and suggestions have gone back to the lawyers and hoping to have the Ordinance ready for a public vote in about 3 weeks.

- **July Budget & Revenue Report:** Ski K., noted and made recommendations for budget adjustments for advertising expense and secretary's salary for next budget year. Laura Nash, Secretary to work with Town Administrator, Ellen White on budget adjustments.
- **Plan NH – Accessory Dwelling Units (ADU's) in NH:** PB will work on through the fall to have on March, Town ballot.
- **NHTOA** – NH Timber Harvesting Law seminar on regulation updates
- Gravel driveway off Route 16. Ski K., questioned if ZEO, Steve McConarty is aware of any logging application filed for this project. Per Roy, no permit or application needed they are only cutting brush.

### Adjournment

**Motion:** by Roy B., seconded by Bob G., to adjourn the meeting. **All in favor, motion passed.**  
The meeting adjourned at 7:58 p.m.

**Next Meeting: August 16, 2016 at 7:00 p.m.**

**Minutes approved by majority vote of the Board on - \_\_\_\_\_**

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**Ski Kwiatkowski, Chairman**