

**OSSIPEE PLANNING BOARD
MEETING MINUTES
February 7, 2017**

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

Live Recording of meeting can also be found on <http://www.governmentoversite.com>.

Call to Order: Chairman, Connie Billings called the meeting to order at 7:00 PM.

Attendance by roll call: – Connie Billings – Interim Chairman, Roy Barron, Dennis Legendre, Rick St. Jean and Steve McConarty (ZEO). **Absent** Frank Riley, Ski Kwiatkowski, Bob Gillette, and Bruce Parsons.

Meeting Minutes: the Meeting Minutes from 12/20/2017, 1/17/2017 and 1/31/2017 were reviewed.

A Motion by Roy B. to approve the minutes of the 12/20/2017 Planning Board meeting as written and Seconded by Rick St. Jean. No further discussion. A unanimous vote was taken.

A Motion by Roy B. to approve the minutes of the 01/17/2017 Planning Board Public Hearing #1 and Planning Board meeting as written and Seconded by Rick St. Jean. No further discussion. A unanimous vote was taken.

A Motion by Roy B. to approve the minutes of the 1/30/2017 Planning Board meeting as written and Seconded by Rick St. Jean. **Discussion:** Connie noted a date correction was needed for 01/30/2017 to 01/31/2017 minutes. Correction was made. No further discussion. A unanimous vote was taken.

Unsatisfied Conditions: (continued from previous PB Mtgs) Ski noted - NO UPDATES

Board	Date	Applicant	List of Conditions
PB	11/03/15	LBWD	Ltr stating manufacturing/light industry only. – To be sent by PB
PB	09/20/2016	WWSCR-Northgate Ossipee, LLC	SPR granted pending remaining conditions: Pending #1: Water Supply Approval
PB	09/20/2016	WWSCR-Northgate Ossipee, LLC	SPR granted pending remaining conditions: Pending #2: Subdivision Approval
PB	09/20/2016	WWSCR-Northgate Ossipee, LLC	SPR granted pending remaining conditions: Pending #3: NHDES Septic Approval

Informal Discussion:

(Informal discussions are non-binding, any comments or discussion heard, are non-binding on either party)

Mitch Yeaton – White Horse Addiction Center interested in property for sale at 525 Route 25 & Pequawket Trail. Tax Map: 049 Lot: 003 as a new site for a Multiple Residents, 16 bed facility center. Property is within the Rural District. Mr. Yeaton was informed to get his plans together and he would need to apply for a Special Exception with the Zoning Board of Adjustments.

New Business:

• **Case # 16-7-SPR:** Valley Point, LLC c/o White Mtn Survey, Tax Map: 7 Lot: 11. Build a 5,000 sq. ft. convenient store w/ 25 parking spaces, drive-up window for coffee & prepackaged food, 8 fuel pumps on 4 islands, etc.... Before Mark Lucy of White Mountain Survey & Engineering, Inc. presented the case. Connie B. called for a motion to accept the application as complete

A Motion by Rick St. Jean., to accept the application as complete and seconded by Roy B., No further discussion. A unanimous vote was taken in favor by show of hands.

Mark Lucy – White Mtn. Survey & Engineering, Inc. Requested a continuance until the next Planning Board meeting on February 21, 2017 due to insufficient Board members present because of the snow storm.

A Motion by Roy B. to continue the case until February 21, 2017 was made and seconded by Rick St. Jean. No further discussion. A unanimous vote was taken by show of hands.

Old Business:

- **Master Plan 2016 Revision** – Work Group Committee: Bob Gillette, Rick St. Jean, and Dennis Legendre: **Status Update:** No updates from work committee.
- **Jones & Beach Engineers, Inc.** invoice = \$6,679.75: A formal letter was sent to Jones & Beach stating the position of the Planning Board. The Planning Board subsequently received a response letter from Jones & Beach agreeing to the original cost quote of \$4,500.00 for services render during the Westward Shores Campground Site Plan Review case.

A **Motion** by Connie B. to accept revised invoice for \$4,500.00 and submit for payment to Jones & Beach Engineers, Inc. Seconded by Dennis L. No further discussion. A unanimous vote was taken by show of hands.

Marie McConarty inquired what the letter was in reference to. Connie B. explained the discussion he had with Brad Jones on 01/31/2017 and the formal letter stating the Board's position on the contract agreement of \$4,500.00 for the peer review between Town of Ossipee Planning Board, Jones & Beach Engineers, Inc. and SFC Engineering, Inc.

Site Plan Review Revision: Connie asked the secretary to speak on the revisions. Nash conveyed there are currently three (3) links on the website. One is the application the other two (2) are checklist for either a Major or Minor project. These three (3) forms have all been consolidated into one application form. Contact information, prices, requirements, and readability have all been updated. Connie requested to have a check box on page one for Amendment to Site Plan Review. A Motion by Roy B. to approve the revised Site Plan Review application along with Connie's addition of Amendment to Site Plan Review. Seconded by Rick St. Jean. No further discussion. A unanimous vote was taken by show of hands.

Letters:

- Bob Gillette notifying the Board that he will be away until February 21, 2017. But is not expected to be at the Planning Board meeting that same night.
- Bob Gillette requesting the Board members to submit a Budget request for the Master Plan. Connie noted the Budget is already set and it's too late to add any new request. Dennis L. questioned why Bob is asking for a budget for printing if the Master Plan is nowhere near being completed. Discussion over no one on the Board has seen or reported any updates on the Master Plan. Dennis L. continues to have a hard time with expending money on a plan that no one will use or has previously used. The Board understands the frustration but are require by law to update the Master plan every 10 years. Nash stated months ago the PB voted to update one section at a time beginning with the Town Census because Rick St. Jean said he could get the data from LRPC. Nash noted she has not seen the information thus far. Connie B. asked Rick if he has the data and to get it to the secretary as soon as possible.

- **NH Department of Transportation** – Notice of Public Hearing to be held at the Ossipee Town Hall on 02/22/2017 at 6:00 PM to hear public discussion on Ossipee project # 01431. The intersection proposed improvements at NH Route 16/25 and NH Route 28 with pavement rehabilitation of NH Route 16/ NH Route 25 northerly 3.36 miles.
- **Mount Washington Valley Housing Coalition:** Notice of upcoming workshops and NH Municipal Technical Assistance Grant. A **Motion** by Roy B. to invite Victoria Laracy from the Mount Washington Valley Housing Coalition to a Planning Board meeting to discuss available options she is presenting. Seconded by Connie B. No further discussion. A unanimous vote was taken by show of hands.

Any Other Business Which May Come Before This Meeting

Ash Fischbein presented to the Planning Board asking about applying for a Site Plan Review to hold Outdoor Events and if there is an official checklist for this process. Connie told Ash when applying for a Site Plan Review and he would need a permit from the Selectmen for one Outdoor Event before, he could apply to the Planning Board for a SPR to hold multiple events. Discussion over whether Ash needed prior approval from the Selectmen ensued. Ash and some Boards requested to see the Selectmen's Zoning Ordinance for Temporary Outdoor Events. Nash provided copies of the Ordinance, Guidelines and the application for Temporary Outdoor Events to all attendees. Nash informed Ash, he is to fill out the SPR application but to use the checklist from the Outdoor Event Guidelines and incorporate that information into the SPR application. Board review of the Ordinance took place. Roy inquired into how many events. Ash replied 3- 4 a year. But in order to take into consideration of abutters, Ash is acceptable to having conditions applied to his Site Plan Review approval, if he was granted one.

Discussion over the Guidelines, page 5, Section title – Authority; sparked a difference of opinions.

A **Motion** by Roy B. to have Connie B. consult Town Attorney, Rick Sager on if the Selectmen have to authorize any of the guidelines or is the decision up to the Planning Board members for multiple Outdoor Events, and seconded by Rick St. Jean.

Ed Comeau question what information the PB does not have in order to proceed with the SPR for Outdoor Events for Ash. Several Board members have questions on how to process some request, in part because there are no separate Planning Board guidelines or applications for these events. Section 1.02 of the Ordinance states for one event the Selectmen for more than one goes to the Planning Board for approval.

With no further discussion, a unanimous vote was taken by show of hands. Ash is to start the process of applying for a Site Plan Review.

Jim Rines has a client going to be seeking s Site Plan Review of the Old Drive – In behind Hannaford's. In 2002 White Mtn. Survey got a SPR approval, septic, and Alteration of Terrain approvals for property. The property has switched hands a couple of times and State permits have lapsed. Connie informed Jim Rines the Site Plan approval has expired also because no construction was done it for over a year. The new owner wants to do a reduced version of what was previously approved. The PB reviewed preliminary plans Rines provided.

Jim Rines requested to be notified if there will not be a full 5 member Board for the next meeting.

Ed Comeau informed the Board of House Bill HB256, which amends the Accessory Dwelling Units (ADU's) adding having an ADU within condominiums.

Adjournment:

Motion: by Rick St. Jean., seconded by Roy B, to adjourn the meeting. No further discussion. A unanimous vote was taken by show of hands.

The meeting adjourned at 8:16 p.m.

Next Meeting: **February 21, 2017 @ 7:00 pm**

Minutes approved by majority vote of the Board on – _____
Date

Condict (Connie) Billings, Chairman