

**OSSIPEE PLANNING BOARD
MEETING MINUTES
April 4, 2017**

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

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

Pledge of Allegiance:

Attendance by Roll Call: – Connie Billings-Chairman, Roy Barron-Vice Chair, Sandra “Sam” Martin-Selectmen’s Rep., Dennis Legendre, Bob Gillette, Peter Zavas, Tim Otterbach, Rick St. Jean and Steve McConarty (ZEO). **Absent:** None

Meeting Minutes: the Meeting Minutes from 3 /21/2017 were reviewed.

Gillette sent via email request of a couple of changes. Changes were made. Request for decreased use of adjectives describing discussions taking place. Board members agreed. Changes made.

A Motion made by **Barron** to approve the minutes of the 3/21/2017 Planning Board meeting as amended. Seconded by **Gillette**. No discussion. A unanimous vote was taken.

Financial: Budget & Revenue Reports:

- Sager & Smith, PLLC – Invoice for Westward Shore Case - \$1,321.25 **A Motion** made by **Billings** to approve payment and send to ZBA for share in the cost. Seconded by **Martin**. No discussion. A unanimous vote was taken.
- Sager & Smith, PLLC – Invoice for Freedom vs. Ossipee – ZBA Appeal - \$72.50 **A Motion** made by **Barron** to approve payment and send to ZBA for share in the cost. Seconded by **Martin**. No discussion. A unanimous vote was taken.
- Sager & Smith, PLLC – Invoice for Planning Board – General Matters - \$253.03 **A Motion** made by **Billings** to approve paying the bill in the amount of \$253.03. Seconded by **Legendre**. No discussion. A unanimous vote was taken.
- Jones & Beach Engineers, Inc. received an invoice with a remaining balance \$3,052.41. Chairman Billings spoke with Brad Jones on 3/22/2017 at 3:15 PM. Who informed Billings to disregard this bill and Brad Jones will inform the billing company of this account is paid in full.

Unsatisfied Conditions: (continued from previous PB Mtgs) Connie B. noted - NO UPDATES

Board	Date	Applicant	List of Conditions
PB	11/03/2015	LBWD	Ltr stating manufacturing/light industry only. – Letter to be sent by PB to BOS requesting ZEO to investigate.
PB	09/20/2016	WWSCR-Northgate Ossipee, LLC	SPR granted pending remaining conditions: Pending Court decision. #1: Water Supply Approval
PB	09/20/2016	WWSCR-Northgate Ossipee, LLC	SPR granted pending remaining conditions: Pending Court decision. #2: Subdivision Approval
PB	09/20/2016	WWSCR-Northgate Ossipee, LLC	SPR granted pending remaining conditions: Pending Court decision. #3: NHDES Septic Approval

New Business:

- **Case # 17-2-SPR:** Irving Energy c/o Michael Henault, 135 Route 16B - property owner Highlands Fuel Delivery, LLC. Tax Map: 87 Lot: 28 & 30. Seeking a Site Plan Review for the addition of (1) 30,000 gallon underground propane tank to be located to the right of the current structure. ZBA granted a Conditional Special Exception for an underground tank on 9/13/2016, final approval was granted on 12/13/2016. PB approved a Lot Merger for Tax Map: 87 Lots: 28 and 30 on 09/06/2016.

Conditions listed below have been received by the Planning Board except current Soil Sample:

1. Ownership of Deed listed in succession - Submitted
2. Final Plot Plans with Surveyors stamp – See Conditions below
3. Tax Card for Tax Map: 87 Lot: 30 and proof taxes are paid. - Submitted
4. Letter of Authority to represent from Irving Energy to Mike Henault - Submitted
5. Current Soil Sample from Carroll County Book - See Conditions below
6. Letter from Fire Chief - Submitted

Henault answered Barron's question of keeping tank secured underground within murky soil area. Henault stated there will be concrete cradles for the tank to sit in. The cradles will be anchored into the ground. The tank will have (8) per side of anode rods to secured the tank underground. All piping will extend up through a dome on top of tank and a yearly inspection is done to prevent erosion.

Motion made by **Billings** to grant a Conditional Approval of **Case # 17-2-SPR:** Irving Energy c/o Michael Henault, 135 Route 16B - property owner Highlands Fuel Delivery, LLC. Tax Map: 87 Lot: 28 & 30 for a Site Plan Review for the addition of (1) 30,000 gallon underground propane tank. Gillette seconded. No Discussion. A unanimous vote was taken.

Conditions:

1. To provide a minimum size of 24 x 36 Full set of stamped
2. Perforated piping for increased drainage,
3. Plans of tank and piping specifications, abutments, tie downs etc....

- **Case # 17-3-SPR: (Case Continued until 4/18/2017)** Valley Point, LLC c/o White Mtn Survey, to develop 2400 Route 16. Tax Map: 7 Lot: 11.

- 1 The scoping meeting announcement scheduled for April 6, 2017 at NHDOT Bureau of Traffic Conference Room, Route 106 in Concord, NH at 10:00 AM.

Notices: Billings read notices to the Board.

Intent to Excavate:

1. Town of Ossipee, Polly's Crossing Rd. Tax Map: 243 Lot: 2. Total acreage of Lot: 355+. Total Permitted area is 25 acres. Excavation area is \pm 2 acres. Reclaimed area is 0 acres. Remaining cubic yards of Earth to Excavate is approximately 200,000 cu. yds. To be done by Downey Shea.
2. Town of Ossipee, Archer' Rd. Tax Map: 231 Lot: 1. Total acreage of Lot: 66. Total Permitted area is 5 acres. Excavation area is 5 acres. Reclaimed area is 0 acres. Remaining cubic yards of Earth to Excavate is (not listed) cu. yds. To be done by Robert J. Ambrose of Ambrose Bros., Inc.

Intent to Cut: Board discussed not needing Intent to Cut Notices in the future.

1. Tax Map: 261 Lot: 20, on Granite Rd. Owner is Sharon & Burton Johnson, to cut 38 acres of 48 acres by Western Maine Timberlands, Inc. Taxes are paid and no cemetery on the property.
2. Tax Map: 73 Lot: 225, 27 & 29, on Route 16 & 16 B. Owner is Jonathan Rivers, to cut 10 acres of 103 acres by Richard Buswell. Taxes are paid and no cemetery on the property.

ZBA – upcoming cases: Billings read notices to the Board.

- **Case #16-11-V: Mark McConkey c/o Dummer Boys** – 1605 Route 16; Tax Map: 53 Lot: 3 – has applied for a Variance from Article 35.2.p of the Ossipee Zoning Ordinance to permit alterations to existing building to make 1 bedroom apartment.
- **Case # 17-1-SE: Michael & Wendy Houle** – 112 Hodsdon Shore Rd. Tax Map: 73 Lot: 133 – has applied for a Special Exception from Article 23.3.2 Section: XXIII of the Ossipee Zoning Ordinance to remove existing roof and add (4) feet to an existing bedroom along with a (8) foot deck on top of existing structure below.

April Cases on Agenda:

- **Case # 17-3-V: Robert Perry** – 4 Forest Lane. Tax Map: 65 Lot: 023 Sub: 33 – has applied for a Variance from Article VI Section: 6.4.1. A & 6.4.2.A of the Ossipee Zoning Ordinance to replace an existing shed and construct a new utility shed within the 40 ft. frontage setbacks.

Old Business:

- **Planning Board Fee Schedule:** Last official update was 07/15/2015, and 10/04/2016 the public notice fee was updated. A lengthy discussion ensued line item by line item. Revised Fee Schedule to be provided at the next Planning Board meeting before presenting for public hearing.

Motion made by Billings to eliminate the “Preliminary and Final” from application fee titles and rename to “Application Fee” and to remove “\$7.00” from the postage line item and rename to “Current Postage Rate plus \$1.00.” Martin seconded. No further discussion. A unanimous vote was taken.

- **Motion** made by Billings upon corrections made by the secretary to the application fee schedule. Revised Fee Schedule to be provided at the next Planning Board meeting on April 18, 2017 for final approval and effective date. Barron seconded. No further discussion. A unanimous vote was taken.

Projects 2017:

1. **Zoning Ordinance Revisions:**

Billings suggested the Board should start at the next meeting updating the Zoning Ordinances and not waiting until the end of the year. Board members agreed.

2. **Master Plan Revision**

A discussion about the vision, purpose, housing, economic development, business attractions, historical resources and summary of recommendations. Objective is to keep it short, readable and memorable. But to seek input from other Ossipee Boards, Committee’s and most important the Residents on what they would like to see for Ossipee in the future.

Board Discussion:

Gillette spoke with Carol Garland and Ted Bateman about providing *background of housing market and*

vacancy rate for the Master Plan.

Billings noted Mr. Gillette is to draft an Outline for the next meeting. The Board will review, discuss and initiate any changes/revisions.

Barron suggested some Zoning District revisions need revision as well to attract certain businesses.

Various members offered suggestions on areas to focus on, opinions to seek, chapters, subject and layout of the plan.

Billings requested the members start reviewing and thinking of changes to the Master Plan, Zoning Ordinances, in preparation for the next Town Meeting. Site Plan Review Regulations and Subdivision Regulation revisions can be approved through a public hearing.

Billings reminded the members that Valley Point, LLC. Gas Station will be returning for the next meeting. Billings reminded the Board to keep in mind that the Zoning Ordinances were written in 1986 or 1987 and did not contain the safe guards of today's technologies. Billings believes with a gas station in the water resource district, Valley Point should be able to apply for a Special Exception within the district versus Not Allowed in accordance with current zoning. To keep in mind situations similar to this for when reviewing Zoning changes and to give businesses a chance.

Zavas questioned types of businesses to allow as an example, gas stations. Billings noted unless the Selectmen ask the Planning Board to put a moratorium on gas stations, it would still have to go before the people for a vote. Discussion ensued over restricting businesses, potential tax breaks for first 5 years but ultimately could hurt the Town in the long run.

Any Other Business Which May Come Before This Meeting

Ed Comeau noted HB 131 addresses public notice fees for petitions. HB 131 states the first person's signature on a petition is responsible for all public notices and fees. If petitioner does pay fees within 5 business days the Board of Selectmen, have the right to decline the petition.

Ed Comeau noted HB 316 addresses State wide Property Tax Exemptions for Commercial and Industrial Construction. Effect the State Tax base not Local Tax base. It has gone through the House of Representatives and is in the Senate Committee.

Comeau addressed the Housing/ Workforce Overlay. Questioned the amount of workforce housing in Ossipee. Since the ADU changed, the Town will need to hire someone to figure the formula out, but if Ossipee has a certain number of rented ADU's it can be calculated to go towards the Housing/ Workforce Overlay requirements.

Adjournment:

Motion made by Barron to adjourn the meeting. Martin seconded. No further discussion. A unanimous vote was taken.

The meeting adjourned at 9:14 p.m.

Next Meeting: April 18, 2017 @ 7:00 pm

Minutes approved by majority vote of the Board on –

Date

Conduct (Connie) Billings,
Planning Board Chairman