

OSSIPEE PLANNING BOARD

MEETING MINUTES

September 4, 2018

Minutes recorded by Connie Billings-Chairman and summarized by Laura Nash, Planning Board Secretary, amendments are noted in ***bold & italic*** type.

REGULAR PUBLIC MEETING

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

Pledge of Allegiance: was recited by all in attendance

PB Attendance by Roll Call: – Roy Barron-Vice Chair, Martha B. Eldridge-Selectmen's Rep., Dennis Legendre, Tim Otterbach, Rick St. Jean, and.

Absent Members: Peter Zavas, Steve McConarty (ZEO) and Laura Nash, Planning Board Secretary.

Rules of Conduct & Decorum: Billings noted due to several complaints the Planning Board's Rules of Conduct & Decorum were read. Billing stated he is as much to blame as others are on the Board but the Rules will be followed.

Public Input: No public input occurred.

Meeting Minutes: Review of the Meeting Minutes of 08/21/2018, ensued. Billings called for a motion.

A **Motion** by Barron to approve Planning Board minutes of August 21, 2018. Legendre seconded. No further discussion. All others voted in favor by a show of hands. Billings abstained. **Motion passed.**

Financial:

- Budget Report: 08/01/2018 – 08/31/2018

Unsatisfied Conditions: (continued from previous PB Mtgs): Billings noted no new updates and status quo.

- See separate sheet with details.

New Business:

PUBLIC HEARING

- **Case # 18-1-SPRA:** Hobb's Brewing Company, owner – Mountain Grainery, LLC of 755 White Mtn. Hwy/Route 16. Tax Map: 130 Lot: 009 had requested a continuance until the September **21st**, to a lot more time for the subsurface approval to come in from NHDES.

A **Motion** by Billings to continue **Case # 18-1-SPRA:** Hobb's Brewing Company until the next Planning Board meeting on September 21, 2018. Barron seconded. No further discussion. All others voted in favor by a show of hands. Billings abstained. **Motion passed.**

- **Case#18-4-SPR, John W. Dawson, Jr.,** owner – of 80 Route 16B. Tax Map: 93 Lot: 015 was GRANTED a Conditional Site Plan Review. Ash requested a continuance until the September **21st**, to address his letter to resolve the following conditions. **Conditional Approval** pending the following conditions:
 1. NHDOT Curb Cut approval
 2. Ossipee Water & Sewer approval
 3. Official Fire Chief Letter of Inspection approval.
 4. Lighting plan added to design plan
 5. Shall comply with All Federal, State, and Local Regulations and Ordinances.

Billings noted there is no certification statement or stamp on the plans submitted, which is required per Site Plan Review Regulation 6.04.4. (B) Content of Final Plan/Completed Application Filing. Billings read as follows and noted it needs to be added to the plans.

“B. Certification: The following statement shall be on the Final Plan: “The Site Plan Review Regulations of the Town of Ossipee are a part of this plan, and approval of this plan is contingent upon completion of all Federal, State and Local Regulations/Requirements of said Site Plan Review Regulations, excepting only waivers or modifications made in writing by the Planning Board.”

A **Motion** by Barron to continue **Case#18-4-SPR, John W. Dawson, Jr** until the next Planning Board meeting on September 21, 2018. Eldridge seconded. No further discussion. All others voted in favor by a show of hands. Billings abstained. **Motion passed.**

Old Business:

- Morse Pit: – Sager & Smith letter sent 08/23/2018 for an update on the Morse Pit. Billings noted the Board is pending a response from Attorney Sager.
- Gravel Pits: Barron reported he is waiting on the Renewal submission of the Berry Pit. Billings noted Brad Leighton of the Chickville Rd. Pit is coming in on September 18, 2018 this is a new application due to new owners.
- Master Plan: no update

Notices:

- Riding’s Auto Sales – letter sent 09/23/2018 requesting their presence for an Informal Discussion.

Otterbach inquired if the Board has received a response to the letter sent to Riding’s Auto Sales. Billings read the letter to the Board.

- Billing’s to address letter sent to the Board by the ZEO.

Billings commented after watching the last meeting during his absence, he believes there is a misunderstanding concerning Riding’s Auto Sales and the perception he gave a unilateral approval without a Board’s vote. Billings explained the situation and will apologize to Billy the next time he sees him.

Discussion over who has the authority to ask someone to come to the Planning Board for an Informal Discussion ensued. Otterbach read Site Plan Review Regulation 6.02. Phase 1 – Pre-Application Conceptual Consultation, which states:

“6.02.1 Procedure

- A. Prior to formal submission of a Plan, an Owner, Developer or authorized agent is encouraged to submit to the Board a conceptual sketch and written summary of a proposed development. Such submission is only for the purpose of discussion. The Board will make no decisions on the proposed development, but may offer guidance for changes that would facilitate its consideration.”

Otterbach commented, he reads this as the Board may suggest but cannot mandate someone to come in for a Site Plan Review.

St. Jean commented he believed the Planning Board was and has been encouraging individuals and/or businesses to come in, meet the Board, and inform the Board of their intentions, as a common courtesy.

The Board agrees it’s the jurisdiction of the Zoning Enforcement Officer to instruct individuals or businesses of which Board to pursue to obtain approvals.

A lengthy discussion amongst the members ensued over the role, responsibilities and conduct of the Planning Board members.

Public Input: Daymond Steer's of the Conway Daily Sun asked if the Rules of Conduct & Procedures were adopted. Billings informed him they were already adopted and amended last year.

Any Other Business Which May Come Before This Meeting:

No other business was brought before this Board's attention.

Adjournment:

A **Motion** by Eldridge to adjourn. St. Jean seconded. No discussion. A unanimous vote was taken by show of hands. **Motion passed.**

Meeting adjourned at 7:41pm.

Next Meeting/Public Hearing: **September 18, 2018 @ 7:00 pm**

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

Condict (Connie) Billings, Chairman

Or

Roy Barron, Vice – Chairman
(In the absence of the Chairman)

Unsatisfied Conditions

Board	Date	Applicant	List of Conditions
PB	06/06/2017	Valley Point, LLC	SPR granted pending remaining conditions: #1: Written proof of who is responsible for the clean-up of offsite drinking wells both private and public with proof on the means to do so Pending
PB	06/06/2017	Valley Point, LLC	SPR granted pending remaining conditions: #2: All excavation shall be under the supervision of NHDES with continued testing being done to prove that no new contamination is present. Pending
PB	06/06/2017	Valley Point, LLC	SPR granted pending remaining conditions: #3: All contaminated soils shall be removed from the site and safely disposed of per NHDES regulations. Pending
PB	06/06/2017	Valley Point, LLC	SPR granted pending remaining conditions: #4: No new construction of any buildings shall begin until the entire site is deemed safe and clean of all contamination. Pending
PB	06/06/2017	Valley Point, LLC	SPR granted pending remaining conditions: #5: Plans that show the prevention of further groundwater contamination. Pending
PB	06/06/2017	Valley Point, LLC	SPR granted pending remaining conditions: #6: Plans for groundwater contamination monitoring shall continue until NHDES reports the site is safe and all drinking wells are clean for a time line as set by NHDES per the Petroleum Fund Regulations or 5 (five) years whichever is greater. Pending
PB	06/06/2017	Valley Point, LLC	SPR granted pending remaining conditions: #7: Proof of State approval of the water well and septic system. Pending
PB	06/06/2017	Valley Point, LLC	SPR granted pending remaining conditions: #8: All permit/approvals of Federal, State and Local shall be in place before any construction begins. Pending
PB	06/06/2017	Valley Point, LLC	SPR granted pending remaining conditions: #9: No salt to be used for snow and ice removal. Pending
PB	06/06/2017	Valley Point, LLC	SPR granted pending remaining conditions: #10: All construction shall be materially of the latest design. Pending
PB	06/06/2017	Valley Point, LLC	SPR granted pending remaining conditions: #11: All Federal, State and Local Regulations shall be followed. Pending
PB	06/06/2017	Valley Point, LLC	SPR granted pending remaining conditions: #12: Site shall be developed as per site plans approved by this Planning Board. Pending
PB	06/06/2017	Valley Point, LLC	SPR granted pending remaining conditions: #13: Any spills, requiring notification of NHDES, per NHDES rules, shall result in the evacuation of the Oil and Water Separator system and shall be cleaned semi-annually. Pending
PB	11/21/2017	Verizon/H&R Block c/o Dave Poulin	SPR granted pending remaining conditions: #1: Official Letter from Fire Chief approving the plan. Pending final inspection letter from Fire Chief 05/25/2018 – Certified letter sent requesting an update of Fire Chief's condition for a full fire alarm system.
PB	06/05/2018	Mountain Grainery, LLC	SPRA granted pending remaining conditions: #2: NHDES Subsurface Disposal Permit for the Commercial Septic System.
PB	07/17/2018	Ossipee Granite Recovery Ctr	SPR granted pending remaining conditions #1: Official Fire Chief letter
PB	07/17/2018	Ossipee Granite Recovery Ctr	SPR granted pending remaining conditions #2: Official letter from the Water & Sewer dept.
PB	07/17/2018	Ossipee Granite Recovery Ctr	SPR granted pending remaining conditions #3: NHDOT Driveway permit approval
PB	07/17/2018	Ossipee Granite Recovery Ctr	SPR granted pending remaining conditions #4: Removal of existing fence
PB	07/17/2018	Ossipee Granite Recovery Ctr	SPR granted pending remaining conditions #5: A new 6 ft. stockade fence shall be erected between the facility and the School property along own boundary line.
PB	07/17/2018	Ossipee Granite Recovery Ctr	SPR granted pending remaining conditions #6: Revise plan to include a bus loading and unloading area and parking.
PB	08/07/2018	John W. Dawson, Jr/Laundry Mat	SPR granted pending remaining conditions #1: Curb Cut approval from NHDOT
PB	08/07/2018	John W. Dawson, Jr/Laundry Mat	SPR granted pending remaining conditions #2: Official letter from the Water & Sewer dept.
PB	08/07/2018	John W. Dawson, Jr/Laundry Mat	SPR granted pending remaining conditions #3: Official Fire Chief letter
PB	08/07/2018	John W. Dawson, Jr/Laundry Mat	SPR granted pending remaining conditions #4: Lighting Plan on Design Plan dated 07/16/2018 on aerial plan and interior plan dated 06/16/2018.
PB	08/07/2018	John W. Dawson, Jr/Laundry Mat	SPR granted pending remaining conditions #5: Variance approval by ZBA
PB	08/07/2018	John W. Dawson, Jr/Laundry Mat	SPR granted pending remaining conditions #6: Shall adhere to all Federal, State and Local Regulations & Ordinances.