



**MINUTES
PLANNING BOARD
JANUARY 10, 2013**

Don Fellows - Regular 2013
Jeffrey Ganong - Regular 2013
Dan Nezol - Regular 2014
Joshua Holmes - Regular 2015
James Lemieux - Regular 2015
Curtis Lunt - Associate 2013
Karin Paradis - Associate 2014

1. **CALL TO ORDER:** The Chairman, Mr. Fellows called the meeting to order at 7:00 PM.
2. **ROLL CALL:** Regular members present were Jeff Ganong, Josh Holmes, Dan Nezol, James Lemieux, and Don Fellows. Associate members present were Curtis Lunt and Karin Paradis. Also, present Amanda Bunker, Wright Pierce Community & Land Use Planner; Stephen G. Eldridge, Town Manager; Mike Cote, Codes Enforcement Officer; Scott Benson, Director of Economic & Community Development; Dennis Douglass, Codes Enforcement; totaling approximately ten citizens in the audience.
3. **CHAIR'S REVIEW OF MEETING RULES:** Suspended for this session. The Chairman, Mr. Fellows took a moment on behalf of the board to announce that Mike, Cote would be retiring later this month and thanked him for all the work and support he has provided to them. Mr. Fellows then welcomed and introduced Dennis Douglass who will be the new Codes Enforcement Officer.

4. **WRITTEN COMMUNICATIONS:**

MINUTES OF DECEMBER 13, 2012

VOTE (2013-1) Mr. Holmes, seconded by Mr. Lemieux moved to approve the minutes of December 13, 2012. **Order passed - Vote 5-0.**

5. **PUBLIC HEARING: Item taken out of order.**
6. **UNFINISHED BUSINESS: Item taken out of order.**
7. **NEW BUSINESS:**

PREMIER DEVELOPMENT
KELLY PARK SUBDIVISION MODIFICATION

Scott Kelly, Premier Development said that when the surveying was done for Kelly Park that one of the land owners found that part of his garage and septic system was not on their land. Mr. Kelly said that there is no money involved in the transfer of the property and completing the transfer of the land indicated on the proposed property sketch will allow the property owners to sell the property.

VOTE (2013-2) Mr. Ganong, seconded by Mr. Holmes moved to modify the Premier Development - Kelly Park Subdivision in accordance to the proposed property sketch for the Griffin lot, Wright-Pierce Project No: 12194; Date: December 2012; Figure: 1. **Order passed - Vote 5-0.**

REAR LOT CONDITIONAL USE APPLICATION
BONSAINT APPLICATION ACCEPTANCE

Jim Cormier, Survey Works said that they are representing Ron Bonsaint and he presented an overview of the entire application to the board.

Mr. Fellows said that if the board accepts the plan as complete they would be notified and a public hearing would be set.

Ms. Bunker and Mr. Cote both reviewed the plan and agree it is a very thorough application.

Jimmy Courbron, Survey Works thought that the new process the board is using may create an unnecessary backlog of applications and waivers coming before the board and suggests that we use a minor/major application process so it would be fair for everyone.

Ms. Bunker said that the range of Conditional Uses is so wide and based on current ordinances this is the best the board can do to streamline the process.

VOTE (2013-3) Mr. Lemieux, seconded by Mr. Ganong moved to accept the Bonsaint Rear Lot Conditional Use Application as complete. **Order passed - Vote 5-0.**

Mr. Fellows, Chairman said the public hearing would be set for January 24, 2013 and the board will send out written notice.

CAPITAL IMPROVEMENT PLAN

Mr. Lunt said that he reviewed the plan and it seemed consistent with the Comprehensive Plan.

Mr. Fellows said that Mr. Eldridge sent him a list of projects outlining which projects are complete. Based on the documentation reviewed he drafted a letter of recommendations to present to Council.

VOTE (2013-4) Mr. Ganong, seconded by Mr. Lemieux moved to submit a letter of endorsement that the Capital Improvement Plan is consistent with the Comprehensive Plan to the Town Council. **Order passed - Vote 5-0.**

8. PUBLIC HEARING:

PROPOSED HOME OCCUPATION ORDINANCE

Ms. Bunker gave a brief overview of the proposed Home Occupation Ordinance:

- When looking at Route 9 it really pointed out the gaps with the application and enforceability of the current Home Occupation Ordinance.
- Began with the Town of Turner's model and amended it significantly
- The proposed Home Occupation Ordinance gives tiers or levels of review

David Bowie, Upland Road reviewed the proposed ordinance and has a couple of questions. He said that the 50% of the total combined floor area of the dwelling bothered him, he would prefer to see 25%, and then anything between 25-50% would go into review. In paragraph (a) (2) there is a typo, so it should read "shall not be allowed." He also stated that on page 3 he did not understand paragraph 3 concerning grandfathered auto body shops.

Steve Warren, Main Street said he has a concern about the number of employees, he said that it did not seem consistent and was too restrictive.

There were no other comments and the Chairman closed the Public Hearing for this case.

9. UNFINISHED BUSINESS:

ACTION/CHANGES
HOME OCCUPATION ORDINANCE

The board discussed the comments made during the public hearing and suggested the following revisions:

- Page 1 – paragraph (2) correction of typo – delete the stricken text ~~shall be~~
- Page 3 – paragraph (2) g. delete the stricken text ~~Grandfathered auto body shops or auto repair facilities may continue operation without review or permitting unless there is~~
- Page 3 – paragraph (2) g. add the underlined text following: (which includes signage) shall require review and permitting.

VOTE (2013-5) Mr. Holmes, seconded by Mr. Ganong moved to accept the ordinance with the revisions discussed to pages one and three above. **Order passed – Vote 4-0-1 (Abstained: Nezol).**

10. CODE ENFORCEMENT OFFICIAL BUSINESS:

Mr. Cote said the only thing pending is a rear lot on Route 9 and when he has everything filed with his office, he will schedule it on an upcoming agenda.

11. PLANNING ASSOCIATE OFFICIAL BUSINESS:

Mrs. Bunker said that she is extremely pleased with the turn out for this evenings Kick-off meeting and that the Planning Boards' role in regard to the Route 196 Master Planning Effort will relate to the zoning and regulatory end game.

12. OTHER BUSINESS: NONE

13. EXECUTIVE SESSION: NONE

14. ADJOURNMENT

VOTE (2013-6) Mr. Ganong, seconded by Mr. Holmes moved to adjourn at 8:45 p.m. **Order Passed 5-0.**

Jody Durisko, Administrative Assistant

Date Approved: _____

** These minutes are not verbatim. A recording of the meeting is on file.*