

**TOWN OF NEW HAMPTON
PLANNING BOARD
MEETING MINUTES
Site Visit – 599 NH Route 104
Town Office Upstairs Meeting Room, 6 Pinnacle Hill Road
NEW HAMPTON, NH 03256**

April 18, 2017

MEMBERS PRESENT:

Mr. Kettenring, Mrs. Hiltz, Mr. Broadhurst, Mr. Katz, Mr. MacDonald (6:01 pm), and Mr. Mertz (6:20 pm) were present.

OTHERS PRESENT:

Permitting Assistant Mr. Pollock

CALL TO ORDER:

Chairman Kettenring called the meeting to order at 6:00 p.m.

**SITE VISIT - PRELIMINARY
HEARING/ SUBMISSION OF
APPLICATION:**

Scott Buitta, property owned by G10 LLC, 599 NH Route 104, Tax Map R-5, Lot 5; 6.3 acres, Amendment to Site Plan.

Scott Buitta was present.

Mr. Broadhurst asked what the main purpose of the site visit was and Mr. Kettenring advised it was to review the original structures and their modification.

The board walked the site towards the mobile unit. Mr. Buitta advised that this was where the food would be served from. Mr. Katz asked what the hours of operation were and Mr. Buitta said it was 10 am to sunset or once food has sold out. The members went inside the unit. Mr. Buitta said there would be a screened area next to the unit that will be reviewed by the Board of Health. There was a container for handling gray water. Mr. Buitta said electricity comes from a generator.

The board went inside the previously existing structure which had dry storage, refrigeration and office area (upstairs). Mr. Buitta said there would be no cooking or service inside the building but food prep will be done here.

The board walked to where the proposed wood shed would be, where wood would be stacked on pallets. Mr. Buitta said there would be a wall between the two portions of the 10' by 26' structure. There was confusion on the 10' by 26' structure as it appeared to be two 12'x12' structures, together being 12'x24'. Mr. Buitta said only one would have an overhang. He explained that the 5 smokers would be placed under the roofed area when it rains. Mr. Kettenring asked if the Fire Chief had reviewed the site and had asked for some fire extinguishers and signage and Mr. Buitta said he will be back for more inspections. Mr. Buitta said he'd put ¾" stone down for a base and that this area would not be accessible to the public and a fence installed. There was discussion on how stable the structures would be if they were not properly secured to the ground. Mr. Kettenring said the board should review location, size and use of the buildings. Mr. Mertz pointed out that structures must meet state building codes. Mr. Katz asked if there was consideration of vehicles pulling in with trailers and boats and Mr. Buitta said there is room for turning around.

(Planning Board, April 18, 2017, cont.)

RECESS

At 6:40 pm the board recessed to travel to the Town Office upstairs meeting room for the regular Planning Board meeting at 7:00 pm.

MEMBERS PRESENT:

Mr. Kettenring, Mrs. Hiltz, Mr. Broadhurst, Mr. Katz, Mr. MacDonald, Mr. Hays, and Mr. Mertz were present.

OTHERS PRESENT:

Town Administrator Mrs. Lucas and Permitting Assistant Mr. Pollock

CALL TO ORDER

Chairman Kettenring reconvened the meeting at 7:00 p.m.

MINUTES

Mr. Hays made a motion, seconded by Mr. Katz, to approve the minutes of 2/21/17 as written. Vote was unanimous.

CORRESPONDENCE

ZBA Notice of Decision – Approval for 2 Variances and 2 Special Exceptions on property belonging to Jeremy Hiltz Rev. Trust, Tax Map U4, Lot 20.

Letter from NHDES to Precinct Water Commissioner Mr. Barry approving application for a new water line from Mountain Pond to the treatment area, with conditions.

Letter from LRPC asking for an appointment recommendation for a town member to their commission. Mr. Hays expressed interest and said he would attend their meeting on 4/24 to learn more.

CONTINUATION PUBLIC HEARING

Michael Sharp: NH Route 104 and Riverwood Drive, Tax Map U-17, Lot 55; proposed health focus facility with two 10,000 sq. ft. buildings, Site Plan Review

There was no one present to represent the application.

Mrs. Hiltz made a motion, seconded by Mr. Broadhurst to continue the Hearing until May 16, 2017 at 7:00 p.m. Vote was unanimous.

PRELIMINARY HEARING/ SUBMISSION OF APPLICATION:

1994 Barbara Rheinhardt Rev. Family Trust, 1041 Straits Road, Tax Map R-7, Lot 3E, 14.22 acres, two-lot Subdivision

Surveyor Kevin French was present to represent the application.

Mr. French explained that the property owners own 2 abutting lots and want to subdivide the lot where the mobile is presently. He submitted a copy of the state subdivision approval, which he pointed out, needs to prove the lot being created can handle a 4-bdrm septic system even though it is only a 2-bdrm dwelling. He advised the mobile home will sit on 1.55 acres with a small area of wetlands, but the 1 acre minimum is met. The remaining land is vacant.

Mr. Pollock advised that this property is in the Waukevan Watershed Overlay District which requires a 2 acres and pointed out how the water on the property travels across Winona Road towards the lake. Mr. French said he was not aware that this was in an overlay district. Mr. Kettenring advised that in order for the 2 acre requirement to be waived it must be shown that stormwater runoff does not drain into the lake or some sufficient drainage design be put into place to keep the water on the lot.

It was noted that the 2 acre requirement doesn't need to be determined as usable acreage.

Mr. Mertz made a motion, seconded by Mrs. Hiltz, to continue the hearing to 5/16/17 at 7:00 pm. Vote was unanimous.

**PRELIMINARY HEARING/
SUBMISSION OF APPLICATION:**

Scott Buitta, property owned by G10 LLC, 599 NH Route 104, Tax Map R-5, Lot 5; 6.3 acres, Amendment to Site Plan.

Mr. Kettinging advised this continues the hearing discussion after the site visit at 6:00 pm.

Mr. Buitta showed on the drawings where the wood shed and smoke house were located. Mr. Kettinging advised that his plans showed the use of sonotubes for a means of attaching the structures to the ground, but that was not what was in place on site. Mr. Buitta said he would speak with the State to find what the method for securing the structures would be.

The board noted that the current structure is no longer contained within the previously approved location causing this amendment. Mr. Kettinging asked the board if they had any problem with the present locations as constructed. Mr. Katz said his concern was with any vehicle coming onto the site and needing to turn around with trailers. Mr. Buitta said relative to vehicle movement he said the Fire Chief will be reviewing that during his inspection. Mrs. Lucas pointed out that it is the responsibility of Mr. Buitta to ensure that his structures meet state building code, not the Planning Board.

Relative to the ¾" stone, under the area where the smokers will be moved to during inclement weather, Mrs. Lucas advised the board could express concern whether this is an appropriate surface for safe operation of the business and needing further review of the Fire Chief. Mrs. Hiltz expressed her concern with this proposed surface and Mr. MacDonald agreed. Mr. Buitta stated he would put in 4" of ledge pack for the surface area the board is concerned with.

Mr. Buitta asked if his use of split rail fencing to deter foot traffic in some areas was acceptable and the board agreed.

The board asked if the phone number Mr. Buitta planned to post on the granite portion of the existing sign was part of his original sign permit and he said it was. Mrs. Lucas advised the Selectmen approved the sign permit and would verify that it included the granite portion.

Mrs. Hiltz made a motion, seconded by Mr. Katz, to accept the amended plans. Vote was unanimous. Mr. MacDonald made a motion, seconded by Mr. Broadhurst, to approve the amended site plan with the condition that the applicant review with the Fire Chief the appropriate surface for the area where smokers would be moved to during inclement weather, and the applicant review with the state the building code requirements for his structures. Vote was unanimous.

Mrs. Lucas asked what the status was of the state approvals for food service and Mr. Buitta said he is still obtaining that. Mrs. Lucas advised those documents would need to be on file with the town.

PUBLIC HEARING (Cont)

Peter & Beth Cormier on property

Mr. Pollock advised that as the board had asked him to ensure all conditions were met, he has reviewed what was required and is satisfied

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*belonging to Hilshar Assoc. Inc.:
Site Plan Review to create sales and
display of storage sheds at 307 NH
Route 104; Tax Map R4, Lot 92A.*

conditions were met.

It was noted that Mr. Cormier must still submit a sign permit application.

**DISCUSSION OF MASTER PLAN
UPDATE**

Mr. Pollock advised he is still working on the document and needs to have some charts inserted. He said the work previously done has been recovered.

**DISCUSSION ON CAPITAL
IMPROVEMENT PLAN (CIP)**

Mrs. Lucas reviewed a draft letter for department heads to submit their plans, with meetings to be scheduled between the subcommittee and the various department heads. Mrs. Hiltz, Mr. Katz, and Mr. Broadhurst were satisfied with the letter to be distributed.

**TOWN ROADS &
TRANSPORTATION PORTION OF
MASTER PLAN**

Mr. Kettenring reminded the board they wanted to discuss creating a list of town roads that are very long, steep, and/or narrow with no secondary access and discuss their premature development to avoid future potential impact to town services. Mrs. Lucas suggested review of fire response and water sources. The board agreed to get feedback from the Public Works Director and the Fire Chief. Mrs. Lucas suggested a letter asking for feedback from the department heads and have the Planning Board review what is submitted. Mr. MacDonald offered to draft a letter for this purpose.

OTHER BUSINESS

Mr. Kettenring advised that he wrote the testimony relative to Northern Pass as agreed upon by the board. He said it was filed yesterday and distributed copies to the members.

The board discussed dates and times for the subcommittee to meet with department heads to discuss the CIP agreeing to 5/16 at 6:00 pm to review all submissions; 5/23 at 6:00 pm for Town Clerk/Tax Collector, Town Administrator & Conservation Commission; 5/24 at 6:00 for Hwy Dept. & PD; 5/31 at 5:00 pm for Fire Dept.

ADJOURNMENT

Mr. Broadhurst made a motion, seconded by Mr. Katz, to adjourn the meeting was adjourned at 8:28 p.m. Vote was unanimous.

Respectfully submitted,
Pamela Vose