

PLANNING BOARD
Monday, May 2, 2022
Public meeting convenes at 7:00 p.m.
Appointments scheduled to begin at 7:30 p.m.
In person at the Town Offices with a Zoom option for the public.

Present: James Corliss, Joe Parisi, Joe Brodbine, Maria Bissell, Bob Maibusch, Steve Laskowski, Alternate James Hancock, and Fran Shippee. Also present at the meeting was Recording Secretary Jennifer Keating.

Absent: Maria Bissell (when the meeting was initially called to order)

Others Present: David Gale, Bob Gooderre, and Michelle Hilger

Call to Order: James Corliss called the meeting to order at 7:00.

Seat Alternates: Hancock was seated in place of Bissell, Bissell arrived at 7:05 and was reseated.

Review of the Minutes

April 18, 2022

Joe Brodbine moved to approve the minutes from April 18, 2022, as amended. The motion was seconded by James Hancock and passed unanimously.

Appointments

Conceptual Consultation – 547 Route 9 – David Gale – Elderly Housing

Conceptual consultations are non-binding on either party and no minutes are taken.

Conceptual Consultation – 1757 Route 9 – Bob Gooderre/Michelle Hilger

Conceptual consultations are non-binding on either party and no minutes are taken.

Items for Discussion

Review for Completeness- Granite State Auto

Before the begin of the review, Bissell raised the question regarding electronic signs. It was noted by Corliss that during the review of completeness, the board would not be commenting on the design.

Board reviewed the plan for completeness. Questions were raised by Brodbine regarding any additional paving that might occurring. Shippee asked if they were over their parking allotment, Parisi concluded that the number of parking spaces was moot, due to the zoning change. Brodbine noted that a Sheet 3 is referenced in the plans, but there does not appear to be a Sheet 3. Brodbine said that he believes there are inconsistencies in the use statement and the plan.

Corliss summarized that there is a question regarding the parking grading, the amount of paving, and the missing Sheet 3.

Corliss asked the board if the package was complete enough to schedule a public hearing.

Joe Parisi made the motion to have a public hearing on May 16, 2022, regarding the Granite State Auto project. Joe Brodbine seconded the motion. Motion passed unanimously.

Review for Completeness – Graves – Lot Line Adjustment

Application was removed prior to the meeting; the Board was unable to review the application at this time.

Capital Improvement Plan

The final Capital Improvement Plan (CIP) was presented by Bissell. She went over the updates that have been made at the Board's suggestion. Parisi asked if the various departments have looked at the CIP to ensure accuracy with their anticipated spends. Shippee suggested that the Board can email the CIP to the various departments for their review prior to signing the plan. Shippee said she will assist Bissell in collecting proper contact information for the department heads. Board thanked Bissell for her continued work on this project. At the next meeting, the Board will review any comments from the department. Bissell and Shippee stated that this project could be done yearly and will plan to meet regarding next year's plan this summer.

Items for Information

Other Business

Laskowski asked what is happening at the Forestview location. He asked if the Planning Board has been involved with a new site plan. Parisi noted that it would have been in their best interest to bring something in front of the board and that a Change in Use application will be required.

Hancock asked if the new owners knew that they needed to do so. Hancock said that he believes it is in the best interest of the town to have someone inform the new business owners that the town requires this paperwork. Parisi noted that a preliminary change of use application will need to be filed prior to the business opening. Corliss asked if there was any mechanism or who the correct person would be to reach out to the business owner. Shippee will ask Code Enforcement to stop by to suggest a Planning Board Conceptual Consultation. Parisi noted that the Economic Development Committee has been notified of the changes. Hancock suggested change to the website, with an information "For Prospective Business Owners." Bissell said that she believes that the responsibility lies with the business owner.

Maibusch asked why a change in use would be needed – Bissell explained that it was because the new business was a retail business instead of a restaurant.

Items for Signature

Adjournment

Joe Brodbine moved to adjourn at 8:45 P.M. The motion was seconded by Fran Shippee and passed unanimously.

The next meeting will be held at 7:00 PM on May 16, 2022, at the Town Offices and virtually.

Respectfully Submitted by:

Jennifer Keating
Planning Board Secretary

Approved by:


James Corliss, Chair

17MAY2022

Date