

PLANNING BOARD
Monday, August 15, 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 Brodbine, Maria Bissell, and Steve Laskowski. Also present at the meeting was Recording Secretary, Jennifer Keating. Judith Idelkope, Alternate James Hancock, and Bob Maibusch, were present via Zoom. Joe Parisi arrived at 7:06.

Absent: Fran Shippee

Others Present: Mark Lanoue

Call to Order: James Corliss called the meeting to order at 7:01 P.M.

Seat Alternates: Judith Idelkope served as the Selectboard's Alternate.

Review of the Minutes

August 1, 2022

Laskowski moved to approve the minutes from August 1, 2022, as amended. The motion was seconded by Brodbine and passed unanimously via roll call.

Appointments

Public Hearings

Continued Hearing – Mark Lanoue/ Granite State Auto Sales

Application for a Change in Use for property located at 1763 Route 9, (Map 10A, Lot A5) consisting of approximately 4.57 acres in the Commercial Zone. This is a public hearing for accepting of the application.

Corliss called the public meeting to order at 7:34 pm. He summarized that the applicant should be submitting a new plan today, the town has provided the former approved signed plan. Lanoue presented the updated plan, Dated August 14, to the board.

The board reviewed the updated plan. The note regarding the arborvitaes has been corrected. Brodbine said that the notations regarding the lot coverage appear to be correct; Parisi confirmed that these numbers are identical to the existing plan as “proposed.” Parisi asked if the current sign was double sided, Lanoue answered yes.

There was a new note regarding lighting. Parisi commented that it was slightly inconsistent. The notation states that exterior lighting had to be cut off at the boundary but did not talk to interior lights. Parisi stated that all the applicant would have to do would remove “exterior lighting”.

Lanoue stated that he was frustrated with the process. He left the meeting at 7:42pm.

The board stated that notation regarding the new gravel should be removed, because there would be no more gravel added. Laskowski states that it appears to be an error that it was left on.

Parisi stated that there was an item on the original plan that noted the existing edge of gravel. That is no longer on the plan. He asked if that was still the existing edge of gravel. Brodbine said that Lanoue said that nothing has changed, so from that the board could say that most likely that is still the existing edge of the gravel. Brodbine said that referring to the legend, the line was referring to the drainage. Corliss asked the board if they thought that it needed to be added back, the board thinks that it is currently acceptable.

Bissell commented that it appeared that the existing lighting locations had been added as requested. Parisi questioned one of the drawings on the new plan. On the existing plan, it states that it is two propane tanks and a jersey barrier. He would like to see this notation added to the new plan as well. The new plan is also missing a note about a split rail fence (which is on the former approved plan), Parisi would like to see it added to the drawing as well.

Corliss asked the board if they had any further thoughts.

Laskowski asked if there needed to be an engineer's stamp on the submitted plan. Parisi pointed out that compared to the approved plan, it appears that grading changes have been made to the parking lot. He said that comparing the two plans, he believes that further changes have been made to the property. He asked if an engineer's stamp should be required, because modifications have been made to the site. Brodbine reviewed the plans as well as and determined that he thinks that Parisi's observations are incorrect. Laskowski said that he thinks that an engineer's stamp is an easy enough change to make sure that the site plans are accurate.

Hancock said that he thinks that the board is nit-picking the application. He understands why the applicant is frustrated. Parisi commented that the board has been looking for the existing plans for a few meetings.

James Corliss moved to conditionally approve the reconfigured application for the Change in Use for Granite State Auto Sales with the following conditions: remove note 7; on note 9, remove the words exterior lighting; identify the jersey barrier and the propane tanks; identify the split rail fence; and provide an engineer's stamp Parisi seconded the motion.

Brodbine made an amendment to remove the requirement for an engineer's stamp. Bissell seconded the motion. Vote held via roll call, 4 yes, 1 no. Motion passed,

The amended conditional approval motion reads to conditionally approve the reconfigured application for the Change in Use for Granite State Auto Sales with the following conditions: remove note 7; on note 9, remove the words exterior lighting; identify the jersey barrier and the propane tanks; and identify the split rail fence. Vote held via roll call; motion passed unanimously.

Corliss made notations on one of the drawings for the applicant.

Items for Discussion

Southwest Regional Planning Commission

Joe Parisi asked Idelkope what the Selectboard submitted to the Southwest Regional Planning and what was submitted. The personal comments from Hancock were submitted, but she does not

believe that the comments from the Transportation Subcommittee were submitted. Idelkope will check with Alyssa Thompson, the Town Administrator, to see what was submitted. Bissell asked Idelkope why the comments from the Transportation Subcommittee were not submitted – Idelkope said that she will refer to the minutes and let her know.

Updated Town Zoom Protocol

Laskowski stated that he believed that there is a new Standard Operating Procedure for the Zoom meetings. Idelkope clarified that the board members all need to be visible on the camera. Brodbine commented that he thinks all board members should be bringing computers so that they can participate.

Brodbine asked if the board had to elect to allow remote participants. Parisi thinks that remote participants simply cannot be a voting member if they are remote. Parisi is looking for clarification regarding the town's policy. Brodbine would like to ask what the town's policy is regarding remote voting via Zoom.

Corliss referred to the 2020 Rules of Procedure, which were on the website. Maibusch, who was watching via Zoom, believed that he thought that the Board Members should be able to participate via Zoom, but should not be a voting member unless a quorum is not established in person.

Corliss stated that the board needs to review the Rules of Procedure, particularly regarding the remote participation, this can be done at the September meeting.

Items for Information

Voluntary Mergers

Corliss stated that the Voluntary Merger approved at the last meeting has not yet been received by the Registry of Deeds. He commented that on the application, it stated that the application could be filed by the applicant, however, the town has been doing the filing. Corliss would like to find out if the form is incorrect or if the town's procedure was incorrect.

Legislative Updates

Laskowski spoke to changing legislation in the state house that will affect the Planning Board. Laskowski attended a video conference that was reporting on the amendments. Corliss asked how the Planning Board would be notified. Laskowski said he will send a note to the Secretary for distribution.

Other Business

Adjournment

Brodbine moved to adjourn at 8:19pm. The motion was seconded by Bissell, motion passed unanimously.

The next meeting will be held at 7:00 PM on September 19, 2022, at the Town Offices and virtually.

Respectfully Submitted by:

Planning Board – August 15, 2022

Jennifer Keating
Planning Board Secretary

Approved by:



James Corliss, Chair

22SEP2022

Date