



# PLANNING BOARD

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## MINUTES OF THE PLANNING BOARD WORK SESSION

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Thursday, April 02, 2015 – 7:00 p.m. – Town Hall Conference Room

*Members Present:* Chair Stu Gerome, Scott Baker, Courtney Homer, Chip Hussey, David Moore, Rich Winsor

*Members Absent:* Selectmen's Rep - John McDevitt, Alternate - Steve Gerrato

*Staff Present:* Mark Fougere - Consultant

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Chair Gerome opened the Planning Board meeting at 7:05 p.m. A roll call was taken by the Chair; he announced a quorum was present and the meeting was being recorded.

### 1. Other Business: Sweet Grass Farm

Fred Ludington, Sweet Grass Farm, addressed the Board. Also present was Butch Ricci, Ricci Construction, was also present. Basic background information of the project was discussed; no plans were presented. In 2007, a 7,600 sq. ft. building and site plan was approved for the property at the end of Alden Avenue (Autumn Pond Park). The dirt road that extends Alden Avenue was the start of an approved Town road (approximately 200'). The subdivision has been approved; the road was also approved and construction on the road was started. Due to circumstances beyond their control, plans were put on hold for a number of years.

Their new project has a significantly smaller building (6,000 sq. ft. footprint), the septic has been downsized and the asphalt is less. The building will be located in the same spot as originally proposed. They will be back before the Planning Board for new site approval, and were asking for direction from the Board.

Chair Gerome stated that nothing had changed from a process standpoint. Although the subdivision was approved, the road would have to be constructed according to the original road design. F. Ludington told the Board that it will border on the wetlands, but all work will be done within the buffers. It was his understanding that if there was running water or a body of water contiguous with the land, then the setbacks would have changed; if not, they have not changed. He added that it was wet but not a body of water.

F. Ludington told the Board that a waiver had been issued for mapping trees bigger than 6" diameter or breast height. A waiver had also been issued for a HISS map. The waiver for HISS mapping was granted on a section that didn't need to be done.

Chair Gerome told F. Ludington that it would be his call to submit plans to the Town Engineer prior to the May public hearing, but highly recommended it be done if they were on a specific time frame. He also told them that they would probably not be able to submit updated information to the Board prior to the first meeting based on the Town Engineer's comments. It was suggested that they meet with the

Town Engineer prior to submitting their application. They will check with the Building Inspector for the road permit. M. Fougere added that if it's a Town road, the file should be checked for any bonding that may be in place, details on the plan, were there any inspections done, etc. F. Ludington stated that the Town Engineer did two inspections and shut the job down due to no compaction tests being done. There were also some design flaws in the plan.

The septic will also be redesigned and submitted. Chair Gerome stated that it may be possible to approve the site plan subject to pending conditions.

## 2. TIF District Joint Work Session with Board of Selectmen: Update; CIP Joint Work Session with Board of Selectmen

Basic background information on TIF Districts from M. Fougere was included in the packets. There was a lengthy discussion regarding TIF Districts. The projected location would be along the main route. The idea is to create the district and something would come in to build it, bringing in tax revenue that wasn't there before that could be used for bond payments. The district could only be 336 acres due a State limit on the size; the TIF district would have to be placed strategically where there would be the most potential. Chair Gerome was concerned about the return on the investment, which runs 50/50. M. Fougere stated that it depends on what happens within the district, and the Town would have to be careful. He suggested money could be collected up front, ensuring a cash flow. He further suggested developing a district and then consider the potential projects for that area within a specific time period. At one time a village district, encompassing the area from Dunkin' Donuts to the school and back to the Post Office, was discussed. The term "village" has not been defined yet; however, it's hard to create without sewer. Another potential TIF district would be the proposed age restricted housing project location.

The tentative date for the joint TIF District and CIP work session with the Board of Selectmen will be Thursday, June 04, 2015.

## 3. Conditional Approval Forms/Application Checklist

Chair Gerome and M. Fougere will work on revising the Conditional Approval forms and Application Checklist on Thursday, April 16, 2015.

## 4. Zoning Ordinance Goals

Several goals were discussed: updating sections of the Master Plan including a charrette and/or a survey, possibly rezoning the commercial district by Gowen's Corner, adding addresses to commercial signage, growth management and work force housing. Under the State statute, towns must have work force housing either evaluated to see if they are exempt or provisions in the ordinance. The Town could end up in court if a developer wanted to do work force housing and there was not an ordinance allowing it to happen. M. Fougere will work with the Town Administrator on work force housing numbers. The Building Inspector has spoken to M. Fougere about updates to the Zoning Ordinance.

## 5. Topics for Public Hearing: Thursday, April 16, 2015

Topics were reviewed. Traffic and the hydrogeological study for the age restricted housing project will be discussed at the public hearing on Thursday, April 16, 2015.

6. Approval of Minutes: Thursday, March 05, 2015 and Thursday, March 19, 2015

**MOTION:** R. Winsor moved to approve the minutes on Thursday, March 05, 2015. Second – D. Moore; five in favor, two abstain (C. Homer, S. Baker). **MOTION CARRIED**

The minutes for Thursday, March 19, 2015 were tabled to the public hearing on Thursday, April 16, 2015.

7. Other Business

Debbie Beck, 1039 Portsmouth Avenue: Addressed the Board with concerns about the number of lots given to the conservation subdivision on Van Etten Drive. It was her feeling that they should have received two less lots because the Board of Selectmen did not accept all parcels into conservation, and they are not in compliance. The Board was in agreement it was no longer a Planning Board issue and should be referred to the Board of Selectmen and Building Inspector/Code Enforcement Officer.

Also discussed: the Town Engineer and Building Inspector reviewing site plans for compliance.

The Board was updated on projects in Town.

8. Adjournment

**MOTION:** C. Homer moved to adjourn at 8:11 p.m. Second – S. Baker; all in favor. **MOTION CARRIED**

NEXT MEETING
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Thursday, April 16, 2015 – 7:00 p.m., Public Hearing, Town Hall Conference Room

Respectfully Submitted – Charlotte Hussey, Board Secretary

Approved: Thursday, May 21, 2015