

**Ashland Planning Board  
Draft Minutes  
May 4, 2016**

CALL TO ORDER: Susan MacLeod called the meeting to order at 6:30 PM

MEMBERS PRESENT: Members present for the meeting were Susan MacLeod, Carol Fucarile, Fran Newton, Cheryl Cox and Mardean Badger, and Normand DeWolfe, alternate.

DISPOSITION OF MINUTES

The Board reviewed the minutes for the April 6, 2016 Planning Board meeting. Mardean Badger made a motion to approve the minutes. Fran Newton seconded the motion. It was the unanimous vote of the Board. The Board tabled the April 27, 2016 minutes. This set of minutes will be reviewed at the next regularly scheduled Planning Board meeting on Wednesday, June 1, 2016.

PUBLIC HEARING

Susan MacLeod, Chair of the Planning Board, opened the Public Hearing Compliance Hearing regarding 2015-04 The Northern Lakes Veterinary Hospital owned and operated by Dr. Donald Lester (Tax Map 018-002-002). Susan advised the Board that she was in receipt of a letter from the applicant Dr. Lester suggesting we reschedule the Compliance Hearing. The Compliance Hearing was rescheduled for Wednesday, June 1, 2016 at 6:30 PM at the Ashland Elementary School Library. The attorneys for both the applicant and abutters have been notified as has the abutters to the Lester property. The Site Walk of the Lester property was cancelled and rescheduled for Tuesday, May 31, 2016 at 5 PM. The Public Compliance Hearing was therefore closed.

CORRESPONDENCE

The letters inviting property owners and business owners to a discussion of the Design Standards for the Town of Ashland to give their input and ideas for the process were sent out on May 4, 2016. The meeting is planned for Wednesday, May 25 at 6:30 PM at the Ashland Elementary School cafeteria.

The Ashland Electric Department came before the Planning Board with a proposed project. At the outset of the presentation Carol Fucarile, Planning Board member, recused herself from the presentation, discussion and subsequent vote on the proposal citing the following reason: "I feel that there is a conflict of interest with this case, as my husband, David Fucarile, is one of the Electric Department Commissioners. Because of this, I am recusing myself from this case."

The Electric Department Superintendent, Lee Nichols, presented the proposal to the Planning Board. The presentation included several documents from several state agencies including the Municipal Association. David Fucarile, Sandra Coleman and Dan Vaughn, Electric Department Commissioners attended the meeting. There were six issues addressed in the proposal:

- That access to the 6 Collins Street property from Rte 132 is changed. At one entrance barriers will be installed across the entrance. The barriers will be 4' high and be 4' lengths of telephone pole material with reflectors attached for visibility. They will be spaced across the entrance.

- The property is 36' from the edge of the road and 25' from the center of the road
- After discussion of the Electric Department project proposal the following process was established:
- The Board of Selectmen or the Planning Board need to have a Public Hearing on this project proposal to put forth the plans and advise on Zoning Ordinances.
  - Buildings designated for government use need to have a Site Plan Review
  - The proposed Electric Department building would be a new use and an expanded use of the land
  - There is a comment process required as part of the process
  - Any proposed projects from any town department need to complete all proper documentation and procedures going forward.

The Planning Board will submit a report to the Board of Selectmen outlining their comments on the Electric Department Project. The report is written in its entirety elsewhere in these minutes. The following motion was made by Fran Newton: The Ashland Planning Board will generate a report to the Board of Selectmen prior to the Board of Selectmen meeting on May 16. Mardean Badger seconded the motion. With all votes in the affirmative the motion passed.

The Planning Board reviewed the Waiver of Site Plan Review for 79 Main Street. The Board advised that a change of tenant necessitates a Site Plan Review. The Board sent a follow up letter to the property owner requesting additional information regarding the type of business locating at 79 Main Street.

The Planning Board reviewed the present Application for Waiver of Site Plan Review form. Mardean distributed the present Application for Waiver of Site Plan Review form with changes. A motion was made by Fran Newton to approve the Application Form with the proposed changes. Carol seconded the motion. With all votes in the affirmative the motion passed.

The ADC Marketing Committee meeting has been rescheduled for Tuesday, May 17.

#### ADJOURNMENT

The next meeting of the Board will be Wednesday, May 25, 2016 6:30 pm at the Ashland Elementary School Cafeteria.

With nothing more to come before it the Board adjourned. The meeting adjourned at 8: 02 PM.

*Minutes submitted by Paula Hancock*

Date: May 5, 2016  
To: Ashland Board of Selectmen  
Ashland Electric Commissioners  
From: Ashland Planning Board  
Re: Comments on Proposed Electric Department Construction

At the Planning Board's meeting on May 4, 2016, the Planning Board received a presentation from the Electric Department regarding construction of a 40' x 80' structure to house vehicles and equipment, adjacent to the Utilities Building on Collins Street. After hearing the presentation and reviewing the documents provided by the Electric Department, the Planning Board has the following observations:

- The proposed one-story building meets the appropriate setbacks as required by current Zoning Regulations.
- The plan does not encroach on the state's right-of-way, does not increase the points of egress from Route 132, and includes a barrier along Route 132 as requested by NH Department of Transportation (DOT).
- Construction of the building will include proper site drainage.
- There will be no additional impervious surfaces (driveways will not be paved).
- There will be no increased impact of traffic or noise on abutters.
- The building will be constructed on town property and will house vehicles currently on site.
- Any exterior lighting will be directed downward as required by current Zoning Site Plan Regulations.
- Fire and life safety requirements will be as directed by Steve Heath, Ashland Fire Chief.
- All appropriate permits (building and driveway) will be obtained.
- A complete as-built plan will be filed at the Electric Department and at the Town Office.

The Planning Board decided that what was requested by the Board of Selectmen in a letter dated April 28, 2016, has been addressed adequately. The Electric Commissioners agreed to have the necessary construction plan information to present to the Board of Selectmen on May 16, 2016.