

**Ashland Planning Board
Draft Minutes
January 4, 2017**

CALL TO ORDER: Susan McLeod, Chair of the Ashland Planning Board, called the meeting to order at 6:30 PM.

MEMBERS PRESENT: Members present for the meeting were Susan McLeod, Cheryl Cox, Carol Fucarile, Mardean Badger and Leigh Sharps.

MEMBERS ABSENT: Fran Newton was absent with permission.

OTHERS PRESENT: John March of Mountain Mapping Surveyors sent a representative for the Continuation of the Edward Adamsky Site Plan Application Public Hearing. Tava Singham and Kathleen DeWolfe attended the meeting.

DISPOSITION OF MINUTES

The Board reviewed the minutes from their December 28, 2016 meeting. Mardean Badger made a motion to accept the minutes as amended. Cheryl Cox seconded the motion. With five votes in the affirmative the motion passed.

CORRESPONDENCE

Susan McLeod, Chair of the Planning Board opened a Public Hearing at 6:35 PM to review sections of the Zoning Ordinance relative to signs. Susan summarized the proposed changes made to these sections of the Zoning Ordinance previous to the Public Hearing:

- The fee schedules for sign permits shall be amended without having to be voted on at Town Meeting.
- Delete all fee amounts from the Zoning Ordinances relative to all permits.
- Refer to the current fee schedule
- Add the phrase: “the content of any business sign can be nonbusiness. Towns can’t dictate the content of business signs
- Signs can’t be placed on Town or private property without written permission
- Temporary signs are a set size. Temporary signs need to be removed within 48 hours of the advertised event.
- Realty signs are considered temporary signs and a specified number shall be permitted
- Signs on Bed and Breakfast businesses shall be 6’ in size, shall indicate entrance, exit and parking signs and will be permitted on the Bed and Breakfast business property.
- An invalid or unconstitutional section of an amendment does not invalidate the content of the amendment.
- Article 10 in the Zoning Ordinances now becomes Article 11.
- Removal of signs and notification of violators will be done by the Code Enforcement Officer for the Town. The signs will be removed and stored so that the violators may reclaim their signs within the following 30 days.

- Residents should submit their complaints in writing to the State concerning the proper placement of signs on State property. It will take about 30 days for the State to properly respond to any written complaint.
- An oversized sign that is within 250' of the river and within the Squam River Overlay District: does the owner need to seek a sign permit from DES?
- No signs shall be placed back to back on State property
- Each time a number is used in the text of a Zoning Ordinance the number must be spelled out and written numerically as well.
- The Building Inspector gives out all sign permits

With no further comment from the public Susan McLeod, Chair of the Planning Board, closed the Zoning Ordinance Public Hearing at 6:45 PM.

Susan McLeod, Chair of the Planning Board, opened a Public Hearing relative to proposed changes to the present Building Regulations. The following points were made:

- Regulation 2.2 add the phrase "Site Plan"
- Regulation 3.1 add the phrase: " if a resident erects a new building or makes renovations the materials for which cost more than \$800 the building will need a Building permit. Add the phrase "market value if new" to the text of the proposed regulation. The Building Inspector views the building site and setbacks.
- Regulation 7.3 refers to sewage disposal. The regulation reads in part: "all public buildings within 100 feet of a sewer line shall hook up."
- Article 7.3. This article will read: The Ashland Board of Selectmen is authorized to grant waivers to statutory requirements under RSA 147:8 regarding hooking up to municipal sewer lines.
- Article 10 relative to issues other than Permit Fee Schedules.
- Article 15 Fees: The Board reviewed RSA 41:9-a which states: the Board of Selectmen allows the Planning Board to change fees provided the Planning Board first holds a Public Hearing on any proposed changes in compliance with RSA 41:9-a Section IV.

With no further comment from the public the Public Hearing relative to the proposed changes to the present Building Regulations was closed at 7:00 PM.

Susan McLeod, Chair of the Planning Board, opened a Public Hearing relative to Case 2016-12 M/L 016-002-002 the Edward Adamsky Site Plan Review Application at 7:00 PM. There have been several emails sent between Cris Solomon of Samyn-D'Elia Architects, Charlie Smith, Town Administrator, and Tony Randall local surveyor who continue to research the history of the abutting property of 44 Main Street Tax Map 16-002-001. This property is not owned by the Town of Ashland. This property 16-002-001 was taken by Eminent Domain by the State of NH Department of Transportation in order to widen Rte 3 back in the 1960s.

The Planning Board suggested that Edward Adamsky approach NH State Representatives to expedite the research for the abutting properties to 44 Main Street. It was suggested by the Planning Board that the Public Hearing relative to 44 Main Street be continued until all issues have been resolved. If the applicant gives his consent for the continuation of the Public Hearing the timeline is extended past the 65 days for a decision. The applicant would have to:

- Get a Lot Line Adjustment
- Appear before the Zoning Board for a variance
- Appear before the Planning Board for a Site Plan Review
- If the State conveys the property to La Rocca Enterprises LLC the applicant does not need a boundary line adjustment

The Planning Board summarized the timeline for the Site Plan Review Application:

- The Planning Board first reviewed the Edward Adamsky Site Plan Review Application on November 9, 2016.
- Wednesday, December 7, 2016 the Planning Board accepted the application as completed. The Planning Board has 65 days from this date for a decision.
- There is no concern with the project as presented.
- Concern: no one can put a ramp on someone else's property
- Case 2016-12 M/L 016-002-002 will be continued to the Planning Board's next regularly scheduled meeting on Wednesday, February 1, 2017 at the Ashland Elementary School Library at 6:30 PM.

Susan McLeod closed the Public Hearing at 7:15 PM.

Barry Gaw of EHFAR and owner of the Squam River Landing came before the Planning Board to discuss extending the bond for the infrastructure work for the calendar year 2017. As a result of the discussion the following points were made:

- The Planning Board finds no issue to extending the bond.
- The Water and Sewer Department has reviewed extending the bond and has signed off on the issue.
- The Department of Public Works has not responded in writing to the extension of the bond issue.
- There was a concern raised that the Town was holding enough money to cover the expense of the complete paving of Leavitt Hill Road.
- The concern was raised does Leavitt Hill need more work than just the sealing of pavement cracks?
- Barry Gaw advised the Planning Board that he will contact Tim Paquette, Director of the Department of Public Works, to calculate an adequate estimate for the adequate paving of Leavitt Hill Road.
- This may mean releasing less for the paving project.
- Barry Gaw has a deadline of Tuesday, January 17, 2017 to complete the estimate for the paving project.
- Tim Paquette will submit his estimate in writing with a copy to both the Planning Board and Barry Gaw.

The Planning Board discussed the proposed Land Use Assistant position. The following points were discussed:

- The Planning Board has reviewed all areas of their present budget to see from where they will take monies to cover the cost of a Land Use Assistant position.
- There seems to be a concern raised about the amount paid for minute taking for 24 meetings for the Planning Board in a calendar year.
- The Land Use Assistant position duties would include minute taking for both the Planning Board meetings and the Ashland Zoning Board meetings. Both boards minute

taking expenses for 2016 came to \$836.25. The Planning Board will put aside \$1,000 for minute taking for the calendar year 2017.

- The proposed Land Use Assistant position will allow applicants coming before the Planning Board for Site Plan Reviews and Site Plan Applications to meet with the Land Use Assistant to review the application and process before appearing before the Planning Board or the Zoning Board of Adjustment. This will resolve the issue of Planning Board/Zoning Board members making contact with applicants before the applicants' appearance before the Boards.
- The Land use Assistant would establish and follow the paperwork trail on each application received by either board.
- It was discussed that if the proposed Land Use Assistant position were to be created and funded that the Conservation Commission, Economic Development Commission, and the Heritage Commission could benefit from the work of such a staff member.
- The Land Use Assistant position would create continuity to the process, a larger planning concept and expertise in assistance.
- The Board discussed the advantages and disadvantages of making the position a volunteer position versus making it a paid position.
- No decisions have been made concerning the creation and funding of this proposed Land Use Assistant position.

The Planning Board members spent the remainder of the meeting discussing issues that will come before Town Meeting in March.

ADJOURNMENT

The next meeting is the Board meeting, will be Wednesday January 25, 2017 at 6:30 pm at the Ashland Town Hall.

With nothing more to come before it the Board adjourned. The meeting adjourned at 7:40 PM.

Minutes submitted by Paula Hancock