

**Ashland Planning Board
Amended Meeting Minutes
Wednesday, September 5, 2018**

CALL TO ORDER: Mardean Badger, Chair of the Planning Board, called the meeting to order at 6:30 PM.

MEMBERS PRESENT: Mardean Badger, Susan MacLeod, Fran Newton

OTHERS PRESENT: Anthony Adamsky, Yvonne Downes, Jennifer White, Alan Cilley, Christine Cilley, Susan Corbett.

DISPOSITION OF MINUTES:

The Board reviewed the minutes of their Wednesday, August 22, 2018 meeting. Susan made a motion to accept the minutes as amended. Mardean seconded the motion. Fran Newton abstained. The motion passed 2-0-1.

The Planning Board received an email from Matt Dickson, Project Manager of EFHAR, and Craig Moore, DPW Director. The email advised that R &D Paving has been selected to pave Leavitt Hill in mid-October. The paving will be from the stop sign at the beach to the last fire hydrant on Leavitt Hill.

QUINCE TREE PROPERTIES (Anthony Adamsky), 51 Main Street, (M/L 017-006-013)

Anthony Adamsky, owner of 51 Main Street, (M/L 017-006-013) came before the Board to submit a Site Plan Review application for a change of tenant. Mr. Adamsky will be renting the storefront at 51 Main Street to Susan Corbett who will be opening an art gallery/consignment retail space named Plumb. There have been no changes to the interior of the space. The only modifications will be to update the interior lighting. The gallery will be open during the day, 10-6. At Christmas the gallery may be open until 7 PM. Winter hours may vary. There may be occasional public events.

The Planning Board was advised that the signage for the new business may use the existing hanging sign bracket. The new signage is expected to be about half the size of the previous signage and will require a permit. Mr. Adamsky was advised that if he intends to make any major changes to the building he will need to check the building permit regulations. He was advised to talk with Steve Heath regarding any life safety regulations. Mr. Adamsky intends to update all smoke detectors.

The Planning Board advised Mr. Adamsky that his application would be considered for a waiver of site plan review at the September 19 meeting of the Planning Board.

YVONNE DOWNES, 6 Mill Pond Lane, M/L 017-005-003

Yvonne Downes (6 Mill Pond Lane, M/L 017-005-003) met with the Planning Board to update them on the status of her home occupation. Ms. Downes has spoken with the State and is waiting for an surety bond with the correct address. She will hang a business license temporarily at the Ashland address. She advised that her business will be opening soon at another location and not at the Ashland location. Ms. Downes will notify the Planning Board when the new location is up and running.

JUDY SMITH, MILL NO. 3, 39 Winter Street, M/L 017-004-020

Judy Smith was to meet with the Planning Board relative to her Owl Brook Builders Site Plan Review Waiver. The Planning Board will contact her to reschedule the meeting.

DON LATULIPPE, 580 N. Ashland Road, M/L 008-001-001, Excavation Permit Renewal

The Planning Board reviewed all documentation on file at the Town Office relative to Don Latulippe's request for a renewal of his 5-year Excavation Permit. The documents included:

- Building Permit, 2001, 2 telecommunications towers
- Intent to Excavate Notices with various dates
- Septage Site Permit, management and reclamation plan
- Additional materials were forwarded from the Town Clerk:
 - Application for Site Plan Review (6/8/95) for removal of gravel
 - Site Plan for Latulippe Pit, N. Ashland Road for Phase 1 (55,100 sq.ft.), including relative location, contour lines, soil data, erosion protection, and pit operation notes.
 - Planning Board minutes (June 22, 1995) indicating acceptance and approval of change in use for gravel removal operation, with permit to expire 5 years from approval date.

The Planning Board has a concern about a bond for funds for reclamation of the site. There is no reference to a bond in the 1995 minutes. The Board continued the request for an Excavation renewal to their next meeting. The Planning Board will reschedule a consultation with Don Latulippe at a future meeting.

CORRESPONDENCE:

The Board received correspondence from Ms. Lisa Emery Hughes of Hughes Realty relative to a three unit condo and septic system project at Ropewalk West. Ms. Hughes and the builder of the project have been invited to meet with the Planning Board for an informal consultation.

The Board was advised that Energy North HEG is planning to purchase the Mobil Station property, 162 Main Street (M/L 004-002-026). They have also been invited to meet with the Planning Board for an informal consultation.

The Planning Board has contacted (via email) Kevin Dunn of 61 Thompson Street (M/L 015-022-022) that he needs to file a Site Plan Review for his property with the town. There was no response so they will contact him again by mail.

The Planning Board discussed a checklist of Planning Board materials that should be provided for new Planning Board members. The Board also discussed Rules and Procedures documents. The Board discussed briefly sign regulations referenced in the Zoning Ordinance.

The Planning Board was advised that Dot's Bread and Butter Restaurant at 138 Main Street (M/L 004-004-036) has closed. The business and building have been sold to a new owner and new business. There were no other details available at this time.

Mr. Richard Kirby (146 Main Street, M/L 004-002-029) will be contacted relative to coming before the Board for a Waiver of Site Plan Review for the new business occupant.

ADJOURNMENT:

Fran made a motion to adjourn. Mardean seconded the motion. The motion passed unanimously. The meeting adjourned at 7:20 PM. The next meeting will be Wednesday, September 19, 2018 at 6:30 PM at the Ashland Elementary School Library.

Submitted by Paula Hancock