



TOWN OF ASHLAND  
PO BOX 517 - 20 HIGHLAND STREET  
ASHLAND NH 03217  
603-968-4432 FAX 603-968-3776  
landusepb@ashland.nh.gov

**ASHLAND PLANNING BOARD**  
**April 1, 2020 at 6:30 pm**  
**Electronic Meeting (Remote Access)**

*NOTE: Due to the current COVID-19 pandemic, the Governor has issued Emergency Order #12 that waived the location requirement of public officials at a public meeting. This meeting will be conducted electronically. **We encourage members of the public to join our meeting via our "Zoom" connection. Click on the link below:***

<https://zoom.us/j/374647279?pwd=UkpzQTEwYmhreHJvTGpySzBEK3ZiZz09>

**Meeting ID: 374 647 279 Password:194119**

**One tap mobile: +19292056099, 374647279**

**If issues occur or you have questions, contact us by email [landusepb@ashland.nh.gov](mailto:landusepb@ashland.nh.gov)**  
**(The email will be monitored during the meeting.)**

**MEETING AGENDA**

*(Order of agenda items may be adjusted during the meeting)*

**Call to Order**

Electronic Meeting Information (Right-to-Know Law)

**Roll Call**

**Minutes**

March 4, 2020 – For Approval

**New Business**

Ed Noseworthy (Tesla) – Installation of EV Charging Stations  
158 Main Street, TML 004-002-027  
Anthony Adamsky – Informal Consultation  
Kevin Smith -- Renewal of FFL (ATF)  
18 Fairway Drive, TML 002-001-009

**Old Business**

**Work Session**

Amendments Approved, March 10, 2020  
Master Plan – Survey and Chapter 1  
Earth Excavation Regulations – Draft Review

**Correspondence**

**Next Meeting(s)**

**Adjournment**

*Posted 3/30/2020 – Town Office, Post Office, Website*

**Town of Ashland**  
**Right-to-Know Law**  
**Electronic Meeting Notification**

**Meeting: April 1, 2020 at 6:30 p.m.**

As ***Chair of the Ashland Planning Board***, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Board is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to the meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, this is to confirm that we are:

- a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means;*

We are utilizing the Zoom platform for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through the Zoom platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # **+19292056099, ,374647279#** and password **194119** , or by clicking on the following website address: <https://zoom.us/j/374647279?pwd=UkpzQTEwYmhreHJvTGpySzBEK3ZiZz09> .

- b) Providing public notice of the necessary information for accessing the meeting;*

We previously gave notice to the public of how to access the meeting using Zoom. The instructions with the agenda are provided on the Town of Ashland's website calendar at [www.ashland.nh.gov](http://www.ashland.nh.gov) and posted at the Town Hall and the Post Office.

- c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access;*

If anybody has a problem or wishes to ask a question, please email us at [landusepb@ashland.nh.gov](mailto:landusepb@ashland.nh.gov) . The email will be monitored during the meeting.

- d) Adjourning the meeting if the public is unable to access the meeting.*

In the event that the public is unable to access the meeting, we will adjourn the meeting and have it rescheduled at that time.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

Let's start the meeting by taking a Roll Call attendance. When each member states their presence, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

**Ashland Planning Board  
Draft Meeting Minutes  
Wednesday, March 4, 2020**

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

MEMBERS PRESENT: Mardean Badger, Kathleen DeWolfe, Susan MacLeod

OTHERS PRESENT: Eli Badger, Raymond Mason, Paula Hancock

INFORMAL CONSULTATION 32 HAROLD AVERY ROAD (T/M/L 018-004-011)

The Board met in an informal consultation with Raymond Mason of 32 Harold Avery Road, (T/M/L 018-004-011). Mr. Mason is proposing renovating his residence from a 4 bedroom, 2 ½ bath **single-family residence** to a 2-unit residence. He wants one unit for his own use and one unit to rent. The Board made the following recommendations:

- ~~The~~ **Each** residence needs to be a minimum of 750 square feet.
- ~~Residence will need a fire door.~~
- He will need to obtain electrical, plumbing and building permits.
- **It was recommended that he consult** Steve Heath, Fire Chief, **prior to start of construction** ~~will need to inspect the residence~~ to see that the project meets all rental requirements **and life/safety requirements.**
- ~~Steve Heath, Fire Chief, needs to inspect the residence for life/safety requirements~~
- **Confirm** adequate off street parking for both units.
- ~~Installation of a CO2 and smoke detector units in both units~~

DISPOSITION OF MINUTES

Kathleen DeWolfe made a motion to accept the minutes of Wednesday, January 22 meeting as amended. Mardean seconded the motion. The motion passed by a 3-0 vote with one abstention.

CASE #2019-10 ASHLAND HISTORICAL SOCIETY CONTINUATION FROM AUGUST 7

Kathleen DeWolfe made the motion: To continue Case #2019-10 Ashland Historical Society to the Wednesday, April 22, 2020 Planning Board Meeting at 6:30 PM at the Water and Sewer Department Conference Room. Susan seconded the motion. The motion passed by a 3-0 vote.

EV CHARGING STATION 158 MAIN STREET (T/M/L 004-002-027)

The Tesla Auto Company, ~~(NCEC, LLC)~~ is proposing the installation of an EV (**electric vehicle**) Charging Station at the Ashland Dunkin Donuts (**NCEC, LLC**) property at 158 Main Street (T/M/L 004-002-027). ~~The proposed charging stations will be for Tesla cars only.~~ It will consist of the installation of a transformer and eight service posts. The units will be installed along one side of the Dunkin Donut parking lot. The Planning Board had the following concerns:

- **Is Are** the charging **stations** for Dunkin Donut customers **only** or any **motorist** ~~Ashland resident?~~ **The appropriate number of parking spaces needs to be maintained for the business.**
- **Are** the charging **stations** ~~is~~ for Tesla cars only **or for any electric vehicle?**
- ~~Charges can take up to 20-75 minutes per charge~~
- Parking spaces are not in the setback.
- Is there enough room to install the chargers without encroaching into the setback?

- The Ashland Electric Department must be consulted regarding the placement of electrical connections and the amount of electricity that will be needed for the proposed project.
- ~~A Tesla representative needs to meet with an Ashland Electric Department supervisor to discuss the proposed electrical use.~~
- Obtain required Building and electrical permits are required.
- If there is additional signage promoting the charging stations, the sign regulations must be consulted.
- ~~Required maintenance of the charging station; repair any damage to stations by snowplows~~
- ~~There is no dialog between the Tesla company and the current property owner and abutting property owners or their agents.~~
- ~~Designated parking spaces for use by Tesla drivers or by all Dunkin Donut customers~~
- ~~Are there adequate parking spaces for Dunkin Donut customers as per zoning ordinance~~
- ~~Site Plan for 158 Main Street on file dated 2003~~
- Full revised Site Plan Review process will be required, with an updated site plan submitted. (A 2003 site plan is available in the land use file for the property.)
- ~~Discussion of size of signage and the amount/size/alignment of all lighting~~
- ~~Impact of project on the design of the Summer 2020 construction of new Main Street sidewalk at 158 Main Street~~
- ~~Public Hearing needs to be scheduled (required)~~
- Any concerns about setback encroachment needs to be reviewed by the Zoning Board of Adjustment.

#### CORRESPONDENCE

Mardean received correspondence concerning issues with the following properties:

##### 23 COTTAGE STREET (T/M/L 016-008-005)

The Planning Board received correspondence from Ms. Anne L. Folsom, owner of 23 Cottage Street (T/M/L 016-008-005). She is proposing creating a rental unit (formerly a “mother-in-law” apartment) in her residence. The Board made the following recommendations:

- The rental unit needs to be a minimum of 750 square feet.
- ~~There are no~~ The zoning ordinance issues of allows a residence being expanded to be converted from 1 to 2 bedrooms living units.
- It is recommended that the owners consult Fire Chief, Steve Heath, needs to inspect the residence prior to construction to ensure that it meets all life and safety requirements as well as all rental unit requirements.
- Obtain all electrical/plumbing/building permits.
- Be sure that all rental unit renovations are completed by licensed professionals.
- 2 off street parking spaces need to be allocated for the owner and tenant.

##### 71 MAIN STREET (T/M/L 016-012-001)

The Planning Board received an inquiry from a realtor (Lynn Durham) regarding previous and allowed uses of the property at a proposal from Elisabeth Peoples, owner of 71 Main Street (T/M/L 016-012-001, Elisabeth Peoples). She is proposing opening a Bed and Breakfast at 71 Main Street. The Board made the following recommendations: The commercially-zoned property has previously been a bed/breakfast and a bakery/breakfast place; office use is also permitted in this zone. Potential buyers will need to consult with the Planning Board regarding appropriate site plan review process for any commercial use or bed/breakfast use.

- ~~This is located in the Commercial Zone~~

- ~~Full Site Plan Review required~~
- ~~The business needs to be owner occupied~~

#### 7 DREWS LANDING (T/M/L 012-003-001)

The Planning Board discussed briefly the property proposal submitted by property owner Peter Worthington for 7 Drews Landing (T/M/L 012-003-001). The Board concluded that additional research needs to be done, **especially regarding the location of the proposed addition in relation to DES requirements and the Squam River overlay zone** ~~before a proper decision on the proposal can be rendered~~. Further discussion was tabled to the next scheduled meeting of the Board.

#### MASTER PLAN

The Master Plan discussion has been tabled to the next scheduled meeting.

#### COMMERCIAL EARTH EXCAVATION

The Commercial Earth Excavation discussion has been tabled to the next scheduled meeting.

#### ADJOURNMENT

Mardean made a motion to adjourn. The motion was seconded. The motion passed unanimously. The meeting adjourned at 7:45 PM. The next meeting will be Wednesday, March 25, 2020 at 6:30 PM at the Water and Sewer Department Conference Room at 6 Collins Street.

*Minutes submitted by Paula Hancock*