

**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:

- Each residence needs to be a minimum of 750 square feet.
- 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 to see that the project meets all rental requirements and life/safety requirements.
- Confirm adequate off street parking for 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 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). 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:

- Are the charging stations for Dunkin Donut customers only or any motorist? The appropriate number of parking spaces needs to be maintained for the business.
- Are the charging stations for Tesla cars only or for any electric vehicle?
- 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.
- Building and electrical permits are required.
- If there is additional signage promoting the charging stations, the sign regulations must be consulted.
- Full 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.)
- Impact of project on Summer 2020 construction of new Main Street sidewalk.
- 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.
- The zoning ordinance allows a residence to be converted from 1 to 2 living units.
- It is recommended that the owners consult Fire Chief, Steve Heath 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 71 Main Street (T/M/L 016-012-001, Elisabeth Peoples). 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.

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. 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