

**Ashland Planning Board
Draft Minutes
January 6, 2016**

CALL TO ORDER: Susan MacLeod, chair, of the Ashland Planning Board called the meeting to order at 7:20 PM.

MEMBERS PRESENT: Susan MacLeod, Fran Newton, Mardean Badger, Carol Fucarile, Cheryl Cox

MEMBERS ABSENT: Normand DeWolfe, alternate

PUBLIC HEARING

The Planning Board is submitting two warrant articles concerning the Zoning Ordinance Section 2.3C and Section 2.2a.

The warrant article pertaining to the Zoning Ordinance Section 2.2a reads as follows:
“Are you in favor of an amendment as proposed by the Planning Board to the existing Zoning Ordinance, Section 2.2a entitled Zoning Regulations Commercial as follows?”
[the language change is in the italic characters.]

2.2 Zoning Regulations

2.2a Commercial: The purpose of this zone shall be primarily for retail and service type shopping facilities, facilities, offices and banking facilities. The area shall provide access parking, adequate lighting, good design, and similar related items for convenience and safety.

The following uses are permitted:

- Stores and shops for the conduct of any wholesale or retail business
- Offices, banks, personal services, and medical facilities
- Auto service stations and garages
- Theaters, halls and clubs
- Lodging facilities, hotels, motels and restaurants
- Residential uses including apartments *only on second floor or above*
- Accessory uses
- Personal storage units
- Communication Towers
- *Current commercial retail/office on the ground/ first floor level of buildings directly on Main Street from Winter Street to Mill Street (known as the business district in the Commercial Zone), cannot be converted to a residential unit.”*

Explanation to be in the voters’ guide:

The intent of this amendment to Section 2.2a is to restrict residential uses in the Commercial Zone specifically on Main Street from Winter Street to Mill Street; the effect of which is to preserve the historic commercial character of the Village’s downtown consistent with the Master Plan. Ground/first floor level residential uses are inconsistent with the goal of preserving the downtown character. Residential uses will continue to be an allowed use on the second floor and above in buildings with ground floor storefronts.

There being no comments or changes, this will be submitted for the warrant as written.

The warrant article pertaining to the Zoning Ordinance Section 2.3C reads as follows:
 “Are you in favor of an amendment as proposed by the Planning Board to the existing Zoning Ordinance, Section 2.3C entitled “Land and Space Requirements” as follows?”

2.3C Lot Size and Frontage; Building Setback and Coverage. Lots and buildings shall conform to the following standards.

Zone	Min Lot Size Sq. Ft.	Min Lot Frontage Sq. Ft. (b)	Min Blding Set Back (ft)	Min Blding Set Back (ft)	Min Blding Set Back (ft)	Max % of Lot Covered Building	Min % Lot Allotted to Green Space
			Front	Rear	Side		
Commercial w/s & w	None	100 (c)	35 (e)	15(e)	15 (e)		10% (g)
Commercial w/o	40,000(a)	100 (c)	35(e)	15 (e)	15 (e)		10% (g)
Industrial	40,000 (a)	150	35	25	25		10% (g)
Village Res w/s& w	15,000	100	35	15	15	35%	10% (g)
Village w/o	40,000 (a)	100	35	15	15	35%	
Rural Residential	40,000(a)	100	35	25	25	30%	
Pemigewasset Overlay	2 acres	150	35	200	25		
Little Squam Overlay	2 acres	150	35	50	25		

- (a) Or as determined by the Soils and Slopes Table in 2.4
- (b) A lot owned in common as a recreation area and serving nearby dwelling units is exempt from the minimum lot frontage requirement.
- (c) Minimum lot frontage may be reduced where lot sizes of less than 40,000 sq. ft. are permitted.
- (d) The minimum structure setback from Little Squam Lake shall be 50 feet.
- (e) A commercial building need not be set back more than the average of the front setback of the commercial buildings on the lots to either side. If a vacant lot exists on one side, the minimum front setback shall be required. The minimum side and rear setbacks may be reduced to conform with the side and rear setbacks of structures on adjoining properties at the discretion of the Zoning Board of Adjustment.
- (f) The minimum structure setback from the Pemigewasset River shall be 200 feet. In the Industrial-Commercial Zone, the structure setback from the Pemigewasset River may be

reduced to 50 feet, through a special exception granted by the Zoning Board of Adjustment.

- (g) All lots with three or more residential units in the Commercial and Village Residential zones shall provide for recreation or playground purposes, in addition to the minimum percentage for green space, 500 square feet plus an additional 100 square feet for each residential unit over three.

Explanation for the voters' guide.

In the last two lines of the table as it is currently written with references to the footnotes (d) and (f) all setbacks appear to be the same as the Rear. Footnotes (d) and (f) mention the rear setback only from the waterbodies (Pemigewasset River or Little Squam Lake). Front and side setbacks are the same as required by the zone (without the overlay) in which the property is located.

It was noted that the footnotes (d) and (f) should remain in the Rear setback column. That correction will be done and this wording submitted for the warrant.

Being no further comments, the Public Hearing was closed.

DISPOSITION OF MINUTES

The Planning Board reviewed the minutes from the December 2, 2015 meeting. Mardean made a motion to approve the minutes. Carol seconded the motion. It was a unanimous vote of the Board.

The Planning Board reviewed the minutes of their December 16, 2015 meeting. Mardean made a motion to accept the minutes. Fran seconded the motion. It was a unanimous vote of the Board.

CORRESPONDENCE

The Planning Board met with Colby Lenentine concerning 3 Lakes Landscaping LLC. The owner of the property is Keith Philbrick. Mr. Philbrick and Mr. Lenentine were notified that 3 Lakes Landscaping LLC was a business located in a residential zone. For this reason Mr. Lenentine had been notified that he was out of compliance by the Code Enforcement Officer Bob Flanders. Mr. Lenentine was given a timeframe to compile and complete the proper documentation for his business. The Planning Board explained to Mr. Lenentine that he needed to complete the following process:

- Write a letter to the Ashland Zoning Board of Adjustment that he is actively seeking the services of a surveyor to complete a Site Plan for his business. He is actively endeavoring to complete the proper paperwork and documentation. Explain to the ZBA the contacts he has made to secure a surveyor and to complete the paperwork documentation requested. A copy of this letter should also go to Bob Flanders, Code Enforcement Officer and the Town Administrator, Heather Thibodeau.

- Fill out the Zoning Board of Adjustment application completely and answer all questions posed. The answers for the 5 criteria are his case for the request being granted.
- The property owner (Keith Philbrick) should be involved with the property survey because the Special Exception status being sought is for the property, not the tenant.
- Mr. Lenentine was told the various avenues open to him going forward in this process.

Susan received correspondence concerning a bond on the infrastructure of Squam River Landing Civil Takeoffs LLC. The bond requested would cover paving and release monies to pay for things already done. There was a motion made by Fran Newton: to give Susan MacLeod the power to sign the bond papers for EHFAR LLC. Mardean Badger seconded the motion. It was a unanimous vote of the Board.

The Board members proofread and edited the annual report. The deadline for submission of the annual report is Tuesday, January 13, 2016.

The Board discussed the submission of their concerns to the Northern Pass Project from the perspectives of the Ashland Planning Board, the Ashland Conservation Commission, the Ashland Water and Sewer Commission and other parties affected by the project. The deadline for the submission of these concerns is February 5.

The next meeting is the Board meeting, Wednesday, January 20, 2016, 6:30 pm at the Ashland Town Office.

With nothing more to come before it the Board adjourned. The meeting adjourned at 8: 50 PM.

Minutes submitted by Paula Hancock