

**Ashland Planning Board
Amended Minutes
Wednesday, November 1, 2017**

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

MEMBERS PRESENT: Members present were Mardean Badger, Susan MacLeod, Leigh Sharps, and Carol Fucarile.

OTHERS PRESENT: Members of the public present were Eli Badger, June Bavis, Anne Marie Letourneau, Kevin Dunn, and Atty. Patrick Wood.

DISPOSITION OF MINUTES

The minutes of the Wednesday, October 25, 2017 meeting were tabled for this meeting. They will be reviewed at a future meeting.

NEW BUSINESS:

Attorney Patrick H. Wood of Patrick Wood Law Office, LLC came before the Planning Board representing Mr. Kevin Dunn. Mr. Dunn is the present owner of 61 Thompson Street in Ashland, NH (M/L 015-002-002). Attorney Wood came before the Planning Board for a Pre-application Consultation. He presented an enlarged tax map of the property at 61 Thompson Street as well as a copy of the present deed to the property. He briefly discussed the history of the property. He made the following points:

- For the past 40 years this property has been used commercially.
- Former owners included the Hiltz Construction Company and the Latulippe Construction Company who used the property as a commercial property.
- The building on the property has been used as office space, conference rooms, and commercial businesses.
- The building presently consists of an attic and two additional stories.

Atty. Wood advised that Mr. Kevin Dunn recently purchased the property at 61 Thompson Street. The following points were made concerning the intended use of this property:

- Mr. Dunn presently resides on the second floor of the building as his permanent living space with a washer and dryer installed on the first floor. The second floor living space measures 1,600 square feet. This meets the 750 square foot regulation for proper floor space for a residential dwelling.
- It is his intent to use the property for commercial purposes.
- There will be no painting or sandblasting done on the property.
- The property will be used for maintenance of trucks and machinery that are owned by Mr. Dunn, although he may trailer in other trucks or machinery from a shop he owns elsewhere in the area for maintenance.
- He will store commercial equipment from his other shop on his Ashland property.
- He has a mobile repair truck with crane which he will use from his Ashland property to go out to do repairs on large equipment and trucks on the road. If the equipment and trucks need more repair than he can do at the side of the road they are taken to his other facility elsewhere in the area for additional repair. His customers will call him at the Ashland address. The business would be in operation from 7 AM-5 PM.

The Ashland Planning Board made the following recommendations:

- There is presently someone living on the second floor of a building on a property that is intended for commercial use.
- When there is a change of ownership of any property, the new owner needs to come before the Planning Board for a Site Plan Review
- Under the Latulippe ownership the property was grandfathered as a commercial property due to its 40 year history as a commercial property.
- With change of ownership, and with someone living in the building on the property means this property has had a change of use from commercial to commercial/ residential mixed use.
- The property needs to be inspected by the Fire Chief to see if it meets all life safety code regulations. The property needs to be inspected by the Building Inspector to see that it meets all building regulations. If there should be any conflict regarding the recommendations of the Fire Chief concerning life safety codes and the Building Inspector for any building regulations the Fire Chief's recommendations need to be adhered to first.
- There has to be a fire wall between the commercial and residential portions of the building. It needs to meet current fire codes.
- There is concern about the property being used for auto repair and the building's proximity to the river that runs behind the property.
- The property needs a Site Plan Review since there is no Site Plan Review for this property presently on file in the Ashland Town Office.
- Regulations specify that there needs to be a buffer between a commercial property and a residential property. This buffer can be vegetation or a fence.
- The Site Plan Review needs to address the issue of noise or obnoxious use.

Two neighbors raised concerns about the noise, the traffic in and out of the property and the visibility of multiple vehicles to neighbors and abutters.

Mardean Badger made a motion that the Planning Board require a full Site Plan Review due to the fact that there has been a Change of Use from a commercial property to a mixed use property and this property has no Site Plan Review on file with the Town Office. The Site Plan Review needs to address the issue of intensification of use for both the building on the property as well as the property itself. The Planning Board needs all inspection reports. Carol Fucarile seconded the motion. With four affirmative votes the motion passed.

The Planning Board made the following recommendations to Mr. Dunn and Atty. Patrick Wood:

- That the Planning Board recommend a full Site Plan Review for the property.
- That the new owner engage a surveyor for the Site Plan Review.
- That the Site Plan Review address the issue of the property's proximity to the river that runs directly behind the property as well as the Squam Overlay District.
- The Site Plan Review Application and accompanying documentation needs to be submitted to the Planning Board by the end of business on Thursday, December 14, 2017 in order for the Site Plan Review to be presented to the Planning Board at its Wednesday, January 3, 2018 regularly scheduled meeting

The Planning Board reviewed briefly the Leavitt Hill Update. The Planning Board is still waiting for a written document from EFAR concerning the amount of money in escrow for the Leavitt Hill Project and whether there has been enough monies put aside to complete the project.

The Planning Board discussed briefly the present regulations relative to the permitting of driveways on a property. The discussion centered on changing the regulations relative to driveways to reflect the present driveway regulation practices or to require that there be a written inspection report attached to each building permit with regards to inspection of the driveway per regulation. A copy of the permit is then filed with both the Town and the current property owner. The Planning Board felt that any change in driveway regulations would need further discussion. Any appeals of the driveway regulations would come before the Planning Board.

The Planning Board discussed the PSU projects. They discussed the possibility that PSU students could design and develop a survey for the Master Plan. The students would develop the survey, complete the survey, gather the data and analyze the data from the survey.

The Planning Board discussed briefly how to get the residents more involved in the creation of the Master Plan and more involved in the Economic Development of the Town. Several ideas were discussed but no decision was made at this meeting.

The Planning Board Chair was advised by the Town Administrator that a certified letter was sent (as requested by the Planning Board) to the absent member and signed for as received. If there is no response or a letter of resignation is not received by Friday, November 3, 2017 the issue will be put on the next Selectboard agenda for discussion and possible vote.

ADJOURNMENT

There was a motion made and seconded to adjourn. The meeting adjourned at 7:45 PM.

Minutes submitted by Paula Hancock