

**Ashland Planning Board
Draft Meeting Minutes
Wednesday, July 24, 2019**

CALL TO ORDER: Mardean Badger called the meeting to order at 6:30 PM.

MEMBERS PRESENT: Mardean Badger, Susan MacLeod and Kathleen DeWolfe

OTHERS PRESENT: Kaitlyn Morse, Land Use Assistant; Barry Gaw, EHFAR; Craig Moore, Public Works Director; and Paula Hancock

DISPOSITION OF MINUTES

The Board reviewed the minutes from their Wednesday, June 26, 2019 meeting. Kathleen DeWolfe made a motion to accept the minutes as written. Susan MacLeod seconded the motion. The motion passed by a vote of 3-0.

TRACY GIRL ICE CREAM 113 RIVERSIDE DRIVE (T/M/L 015-001-018)

Jerry O'Leary, owner of 113 Riverside Drive (T/M/L 015-001-018) submitted an Application for a Waiver of a Site Plan Review for Tracy Girl Ice Cream at 113 Riverside Drive. The Board tabled the application to obtain more information about the tenant. They will review the application further at their next meeting.

LEAVITT HILL ROAD PAVING PROJECT UPDATE

Barry Gaw, of EHFAR met with the Planning Board to update them on the Leavitt Hill Road paving project. He advised that EHFAR and R&D Paving have signed a contract on Wednesday, July 24, 2019 to pave Leavitt Hill Road. R&D Paving said the paving project is currently scheduled for the second week in September, 2019. The total cost of the project will be \$50,112.25. The cost to EHFAR will be \$41,593.17. The cost to the Town will be \$8,519.08 for the paving from the fire hydrant to the stop sign. Craig Moore, Public Works Director, said there were no issues with the Leavitt Hill Road paving project. He would like the town portion of the paving project to include paving to the town bath house, so he will contact R&D Paving for the additional cost.

Barry Gaw also indicated that in the future he will return to the Planning Board to discuss some reconfiguration of the plot plan for the Squam River Landing development, to possibly include re-sizing of some lots and additional road access. Mardean requested an updated layout showing the current lot configuration.

ASHLAND HISTORICAL SOCIETY

The Planning Board advised that the Ashland Historical Society has submitted two applications, one to the Planning Board and one to the Ashland Zoning Board of Adjustment. Ms. Jane Sawyer of the Ashland Historical Society needs to obtain an official letter from the Bureau of Rail and Transit, a division of DOT, owners of the right of way on which the railroad tracks are located. The Bureau needs to give the Historical Society written permission to complete their project and specify that the Ashland Historical Society be given permission to speak for the Bureau as its official agent.

CORRESPONDENCE

The Building Inspector/Code Enforcement Officer position is presently vacant. The Land Use Committee has previously met on the last Friday of the month at 9 AM. Dates of the July and August meetings need to be determined.

The new Home Occupation Application draft will be reviewed by Board members and discussed at their next meeting.

The Board began discussion of an Accessory Dwelling Unit section to be added to the Zoning Ordinance. No decisions about the regulations were made at this meeting. The Board will continue to review the wording of the regulations at a future meeting.

The Board received correspondence about the residence at 9 Hill Avenue. A realtor was inquiring if additional unit(s) could be created within the residence, which currently has 3 units. The Board advised that the addition of a fourth unit to the residence would need a complete Site Plan Review [see Site Plan Review Regulations, 1.3-D and 1.3-F(d)]. The addition of a fifth unit would not be possible. If the additional unit measures less than 750 square feet, the owner would need to go to the Zoning Board of Adjustment for a variance.

ADJOURNMENT

A motion was made and seconded to adjourn. The meeting adjourned at 8:23 PM. The next meeting will be a Joint Public Hearing with the Zoning Board of Adjustment, Wednesday, August 7, at 6:30 PM at the Water and Sewer Department conference room at 6 Collins Street.

Submitted by Paula Hancock