

**Ashland Planning Board
Approved Meeting Minutes
Wednesday, February 3, 2021**

CALL TO ORDER: Mardean Badger, Chair of the Board, called the meeting to order at 6:30 PM. The meeting was conducted via Zoom video and teleconference.

MEMBERS PRESENT: Mardean Badger, Kathleen DeWolfe, Paula Hancock and Susan MacLeod, Land Use Assistant

RIGHT TO KNOW LAW: 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.

DISPOSITION OF MINUTES

Kathleen DeWolfe made a motion to approve the Wednesday, January 27, 2021 minutes as amended. Paula Hancock seconded the motion. The motion passed by a 3-0 roll call vote.

EXTENSION OF SITE PLAN APPROVAL SPR#2017-07 SANCTUARY ATC 37 WINTER STREET (TML 017-004-022 JSG REALTY)

Case SPR # 2017-07 was relative to the location of a new tenant named Sanctuary ATC in a building owned by JSG Realty LLC. ATC was given its original approval on January 4, 2018 to locate a cultivation and processing of medical marijuana facility in an existing part of the building. The original approval also indicated that there would be no additional outdoor lighting, no signage, traffic would be minimal during normal daylight business hours. Parking for employees and deliveries would be indoors. The facility would not emit any noise, odor or fumes from the business. One year later, in January 2019 would have been the expiration date of the original Site Plan approval. The Site Plan approval was renewed in January 2020 and then to 2021. The board has been requested to extend the Site Plan approval for an additional 1-year renewal.

On January 21, 2021 the board received a letter from Attorney John McCormack who has been the attorney representing Sanctuary ATC from their original approval in 2018 to the present. Attorney McCormack is requesting an additional 1-year extension of the Site Plan approval from January, 2021 to January 2022. Sanctuary ATC still intends to locate their facilities in the original building.

Mardean made the following motion: To approve the extension of the Site Plan approval for Sanctuary ATC Case 2017-07 with the following statements added to the Notice of Decision:

- That the conditions in the original Site Plan approval are still valid
- That before construction begins the applicant will provide an update to the Fire Department, Police Department and Electric Department with any life safety/emergency measures, and electricity needs before construction begins.
- Before construction begins the applicant will obtain all State and Federal permits
- Before construction begins the applicant inform the Planning Board of any other changes in space or other conditions needed.

Kathleen seconded the motion. The 1-year extension was approved on a 3-0 roll call vote.

APPROVAL OF APPLICATION FOR VOLUNTARY MERGER FORM

The board reviewed the Application for the Voluntary Merger form. The following recommendations/changes were suggested:

- That the form make room for 3 blank lines at Tax Map and Lots line so all lots and tax map locations could be delineated separately
- That all property zones display a check box next to each
- Delete all references to fees on the form. This form is filed directly with the Registry of Deeds
- The Planning Board chair and the Land Use Assistant will review the proper process for obtaining the Planning Board chair's signature as well as the notarizing of the form for filing with the Registry of Deeds

Kathleen made a motion to approve the Application for Voluntary Merger form. Paula Hancock seconded the motion. The motion passed on a 3-0 roll call vote.

MASTER PLAN REVIEW

The board discussed/reviewed the Master Plan, Chapters 5 and 6. No decisions were made regarding the Master Plan at this meeting. Further review of the Master Plan will be scheduled at future Planning Board meetings.

NEXT MEETING

The next meeting of the Ashland Planning Board will be Wednesday, February 24, 2021 at 6:30 PM.

ADJOURNMENT

Mardean Badger made a motion to adjourn. The motion was seconded. The motion passed. The meeting adjourned at 8:11 PM.

Minutes submitted by Paula Hancock