

**Ashland Planning Board
Amended Meeting Minutes
Wednesday, January 27, 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

OTHERS PRESENT: John Glidden, Rebekkah Justman, Don Latulippe

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 6, 2021, minutes as amended. Paula Hancock seconded the motion. The motion passed by a 3-0 roll call vote.

CASE 2020-05 PUBLIC HEARING FOR LOT LINE ADJUSTMENT (TML 017-004-015)

Case 2020-05 for a Lot Line Adjustment between Squam River Hydro (TML 017-008-002) (Andrew Lane, property owner) and LW Packard (TML 017-004-015) (John Glidden, property owner). Andrew Lane has signed a Letter of Authorization to allow John Glidden to be his agent/representative for the Lot Line Adjustment between the two properties. The case was advertised in the Laconia Daily Sun (January 12, 2021, edition), on the Town website and the local Post Office. Twenty abutters were notified of the Public Hearing and 17 responded to the notification.

PUBLIC HEARING CASE 2020-05 LOT LINE ADJUSTMENT (TML 017-004-015)

Mardean Badger opened the Public Hearing at 6:38 PM.

John Glidden presented the proposed Lot Line Adjustment between Squam River Hydro (TML 017-008-002), property owned by Andrew Lane and LW Packard (TML 017-004-015) owned by John Glidden. As Mr. Glidden explained, in 2007 the Scribner Building located on Mill Street was originally part of the LW Packard property (017-004-015). Andrew Lane in 2007 bought the Scribner Building on Mill Street and a Lot Line Adjustment was made at that time to include the Scribner Building as part of the Squam River Hydro property (TML 017-008-002). As of 2021, Andrew Lane and John Glidden are simply reversing the original Lot Line Adjustment from 2007 and adding the Scribner Building on Mill Street back to the property ownership of John Glidden (TML 017-004-015), the LW Packard property.

The Scribner Building is good property for the LW Packard property. It is part of the original concrete pad as existing building. LW Packard will be initially using the ground floor of the Scribner Building for cold storage of woolen materials. The ground floor measures 2,000 square feet. The addition of the Scribner Building will allow business (Minus 33, a knitting company) to expand operations for another 1-2 years. This will allow them to add more knitting machinery to the current building. They intend to restore the Scribner Building in much the same fashion as it currently is.

The Scribner Building is connected to the LW Packard building by means of a covered loading dock that will accommodate enough space for a delivery truck to make a delivery. There is presently a sealed

door between the loading dock, the Scribner Building and the current LW Packard building. This can be unsealed for access to both buildings and the loading dock. The lot lines presented in the current Plot Plan have been professionally researched. The boundary lines are moved to include the entire Scribner Building.

This proposal does not include the Ashland Properties Building (Scott Heath, owner), nor does it include the generator building (Squam River Hydro property, TML 017-008-002). Both property owners, Squam River Hydro LLC and LW Packard have access to the building to take care of any repairs for either property through covenants contained in the current deeds for each property.

Kathleen DeWolfe made a motion to accept the Lot Line Adjustment Application for (TML 017-008-002) and TML 017-004-015 on Mill Street as complete. Paula Hancock seconded the motion. The motion passed on a 3-0 roll call vote.

Mardean Badger closed the Public Hearing of the Lot Line Adjustment at 6:54 PM

Mardean Badger advised that we have another party who is interested in the same property, but we have not received a complete application from anyone else at this time. At this point we will rule on this application before us.

Mardean advised that we can approve the Lot Line Adjustment before us tonight. It does not become official until it gets filed along with the Plot Plan approved by the Planning Board in the Grafton County Registry of Deeds. We will add a note to the Notice of Decision reflecting this process. The Planning Board made the following conditions:

- This lot line adjustment will not take effect until the two parties transfer the part of one property (Squam River Hydro) to the other (L. W. Packard) by deed and record the deed, along with the plan approved by the Planning Board, at the Grafton County Registry of Deeds.
- All appropriate local and state permits will be obtained before work commences.

Kathleen DeWolfe made a motion to accept the Lot Line Adjustment with all conditions listed above. Paula Hancock seconded the motion. The motion passed by a 3-0 vote. The Lot Line Adjustment is approved with the conditions noted above.

CASE #2019-10 ASHLAND HISTORICAL SOCIETY (TML 018-002-005)

The Ashland Historical Society has notified the Ashland Planning Board to request a 60-day extension since the final lease from the State has not been received. The Ashland Historical Society has plans to extend its boardwalk at the Railroad Station. The boardwalk is on State property and needs a current lease to complete the extension.

The Planning Board approved an extension at their Wednesday, October 28, 2020, meeting. We have now received a request for an additional extension. The extension if approved would go from Wednesday, January 27, 2021, to Wednesday, March 24, 2021. Kathleen DeWolfe made a motion to approve the requested extension. In addition, she would like to see David Ruell, President of the Ashland Historical Society, come before the Planning Board on Wednesday, March 24, 2021, and explain what contact/response the Society has gotten from the State. Paula Hancock seconded the motion. The motion passed on a 3-0 roll call vote.

Don Latulippe met briefly with the Planning Board to get an update on the recently approved Excavation Regulations approved by the Planning Board at their Wednesday, January 6, 2021, meeting. He will be sent a copy of the recently approved regulations.

UPDATES

Mardean Badger discussed with the Board the following updates:

- We will need to create a new application form for our newly approved Excavation Regulations. We will review a draft of this application form at our next scheduled meeting
- Farnham Update: The Planning Board has sent a written memo to the Board of Selectmen to direct the Code Enforcement Officer to inspect the business site. Attached to this memo were all Planning Board minutes where the Farnham project was discussed and all other pertinent communications relative to the business/project. The memo has been sent to the Board of Selectmen, Code Enforcement Officer, Fire Chief and Building Inspector.
- **Clarification of Planning Board Processes/Procedures:**
- **Notice of Decision: Approval/Denial:** We make sure we have a standard list of who receives the Notices of Decision. The Notice of Decision needs to go to the applicant/agent, property owner, Board of Selectmen, Building Inspector, Code Enforcement Officer, Fire Department, Police Department, a copy placed in the property file, a copy placed in the land use file, and a copy sent to the town assessor.
- **Process Regarding Complaints**
- Any complaint received by the Planning Board needs to be sent (in writing) to the Town Manager and the Board of Selectmen. The Board of Selectmen have authority to direct the Code Enforcement Officer to follow up on the complaint.
- All memos need to be submitted in writing to the above entities.
- We need to revise/update our Voluntary Merger Form. Commerce Properties will be using it for their 14 Winter Street/vacant lot project.

CLUSTER DEVELOPMENT UPDATE

Susan MacLeod, Land Use Assistant, advised the Board that a question has arisen relative to: do buildings at Squam River Landing (a cluster development) have to meet all setback requirements? After a brief discussion of regulations Mardean Badger advised that under current Subdivision Regulations for the Town of Ashland that the buildings in a cluster development have to meet all current setback requirements. If they can't meet the current setback requirements as put forth in the Subdivision Regulations, they need to go to the Zoning Board of Adjustment (ZBA) to obtain a variance for the project.

We will need to research/discuss RSA 674:21 for Innovative Land Use Controls. This initiative has to be put on the town ballot as a warrant article and put before the voters for adoption. We will review/discuss this issue in more detail and create a warrant article for this initiative for the 2022 Town Meeting.

With regard to cluster developments, Mardean would like to see a complete "As Built" map of the Squam River Landing (Barry Gaw) development with its current lots, lot sizes and current lot boundaries.

MASTER PLAN UPDATE

The Planning Board reviewed the Master Plan (Chapter 4) Natural Resources to discuss any updates to the recommendations that have taken place since Chapter 4 of the Master Plan was updated in 2013.

The Planning Board discussed briefly our representation on the LRPC Board. One of the 2 positions is up for renewal. No decision was made at this meeting. The issue will be taken up at a future meeting.

NEXT MEETING

The next meeting of the Ashland Planning Board will be Wednesday, February 3, 2021, at 6:30 PM.

ADJOURNMENT

Mardean Badger made a motion to adjourn. The motion was seconded. The motion passed. The meeting adjourned at 8:05 PM.

Minutes submitted by Paula Hancock