

**Ashland Planning Board
Amended Meeting Minutes
Wednesday, October 26, 2022**

CALL TO ORDER: Mardean Badger, Chair of the Board, called the meeting to order at 6:30 PM

MEMBERS PRESENT: Mardean Badger, Kathleen DeWolfe, Paula Hancock, Andy Fitch

OTHERS PRESENT: Brent Drouin, realtor in Lincoln, NH
Bobby Graves, owner of Monte Alto Coffee
Jacob Rego, co-owner of Buskey's and Rego's Auto LLC
Michael Smith, local stone mason

INFORMAL CONSULTATION WITH BRENTON DROUIN AND BOBBY GRAVES
CONCERNING THE STATE LIQUOR STORE PROPERTY (T/M/L 214-007)

The Board met with Brent Drouin, owner of Century 21, Lincoln, NH and Bobby Graves, owner of Monte Alto Coffee for an informal consultation to discuss his potential proposal for the former State Liquor Store property (T/M/L 214-007) on West Street. Mr. Drouin discussed two possible proposals for the property. The first proposal was to locate several small independent related businesses in the building, like a larger building he is currently renovating in Lincoln.

Mr. Drouin inquired if he could affix multiple business signs on the outside of the building. He inquired as to the acceptable size and number of signs he could create as well as permits and variances needed. The Planning Board reviewed the sign regulations for multiple businesses in one building, in Commercial Zone II.

Mr. Drouin proposed a second use of the building, to create an open concept 3,600 sq. ft. coffee roaster business with a coffee cafe. The proposal includes plans for a drive thru for the coffee shop portion of the business. The proposal could include removing a portion of the building along the rear to make enough room to construct a drive thru for the coffee shop.

Once the proposed business was open the next phase of the project would begin. This phase would include the removal of the large glass windows on the front of the building, the reshingling of the roof using more updated material, the property would be landscaped. This phase would begin in the spring of 2023. Mr. Drouin and Mr. Graves will need to decide which of the two proposals will be used on the property. Mr. Drouin's plan is to offer a gathering place for the community to foster more connections and relationships among both residents and guests.

Mr. Drouin has considered that in order to obtain the amount of open space he will require for his proposed business may mean that the present building might need to be taken down and a building constructed in the current footprint of the building that better meets his space needs.

The Board also discussed other issues with Mr. Drouin:

- That the fence at the rear of the building is the boundary between his private property and State-owned property
- That there are parking spaces on the property that are reserved for his business; there are

parking spaces that are shared with the Irving station; there is also a shared entrance with the Irving station that abuts the property

- The property site is small and oddly configured which needs to become part of any consideration or proposal
- The Board referred him to the Zoning Ordinance relative to proper sign dimensions. It was recommended that he have a full Site Plan Review done on the property.
- It was recommended that Mr. Drouin contact Susan MacLeod, Land Use Assistant, with any questions and concerns

INFORMAL CONSULTATION WITH JACOB REGO OF BUSKEY'S AND REGO'S AUTO LLC (T/M/L 109-071)

The Board met with Jacob Rego, co-owner of Buskey's and Rego's Auto LLC (T/M/L 109-071) and Michael Smith, a local stone mason for an Informal Consultation. Mr. Rego discussed a possible proposal for the portion of his property at the rear of his lot. He proposes to use the former salvage area of the property to establish a non-permanent wood shop that would create all manner of wood items from picnic tables to Adirondack style chairs as well as smaller wooden items. His plan is to make his wood shop a non-permanent structure that can be loaded onto his truck and removed. Mr. Rego proposes to partner with Mr. Michael Smith to create a separate stone mason business for individuals and contractors. This business would be known for all manner and size of masonry with different grades of stones onsite.

The Board made the following recommendations:

- To complete a Waiver of Site Plan Review and submit to the Land Use Assistant, Susan MacLeod
- To create a detailed diagram indicating how the property will be used and where the two businesses will be located on the property
- To make allowance for the town access to the water and sewer lines at the edge of the property; indicate on the diagram access and exit from this portion of the property
- To document the present boundaries of the property

JON KWIATKOWSKI HIGH LIFE BUILDING COMPANY PROJECT UPDATE

The Board received an email from Michael S. Kimball, Access and Utilities Technician, District 3 NHDOT outlining the NHDOT concerns and required changes to the High Life Building Company project at the corner of Main and Winter Streets. Mr. Kimball made the following points:

- The plan must show the State's 33' right of way from the centerline of Main Street and be correctly labeled as "the Right of Way" line on a revised plan. Omission of this labeled right of way line on a revised plan is unacceptable.
- The business sign shown at the corner of Winter Street is not allowed to be reconstructed in the State Right of Way. The sign needs to be completely reconstructed on private property
- The location of the newly constructed temporary fence needs to be shown on the revised plan, and a reminder that the fence is constructed within the State Right of Way without State permission.
- A revised plan which includes the above changes needs to be submitted to the NHDOT District 3 office for review
- The three proposed sidewalks leading away from the front of the building are 100% within the State Right of Way

- The purposes of an excavation application should be listed completely. Including the construction of the fence and the sidewalks with reference on the revised plan.
- No construction, including for the proposed sidewalks, is allowed outside of the newly constructed fence line until after April 15, 2023.

Mardean shared a draft of a letter to Mr. Kwiatkowski explaining that the concerns of Michael Kimball of NHDOT are also the same concerns as the Ashland Planning Board. The Board is requesting that Mr. Kwiatkowski submit the same revised plan to the Board that is being requested by NHDOT.

Kathleen DeWolfe made the following motion: To send the Planning Board letter and a copy of Michael S. Kimball's letter by certified mail with return receipt and request Mr. Kwiatkowski's attendance at the Wednesday, November 2, 2022, scheduled meeting. Andy Fitch seconded the motion. The motion passed on a 4-0 roll call vote in the affirmative.

ASHLAND FLOODPLAIN MANAGEMENT REGULATIONS REVIEW

The Board reviewed the Ashland Floodplain Management Regulations that the NH Office of Planning and Development has recently reviewed and updated the language that is in the Ashland Zoning ordinance. Mardean Badger will review the Subdivision Regulations page of the review. The Board will review it at their Wednesday, November 2, 2022, meeting. Tentatively, the Public Hearing for this warrant article will be posted on December 23, 2022. The Public Hearing will be scheduled for the Planning Board meeting on January 4, 2023.

DISPOSITION OF MINUTES

The Board reviewed the minutes of their Wednesday, October 12, 2022, meeting. Kathleen made a motion to accept the minutes of Wednesday, October 12, 2022, as amended. Paula seconded the motion. The motion passed on a roll call vote of 3 votes in the affirmative and one abstention.

WHITE MOUNTAIN COUNTRY CLUB UPDATE

Mardean Badger will write a second letter to the White Mountain Country Club owners suggesting that the owners meet with the Planning Board to detail their plans for their Ashland property.

ADJOURNMENT

Mardean Badger made a motion to adjourn. Kathleen DeWolfe seconded the motion. The motion passed. The meeting adjourned at 8:20 PM. The next Planning Board meeting will be Wednesday, November 2, 2022, at 6:30 PM at the conference room at 6 Collins Street.

Minutes submitted by Paula Hancock