

**Ashland Planning Board
Meeting Minutes
Wednesday, June 28, 2023**

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

MEMBERS PRESENT: Mardean Badger, Kathleen DeWolfe, Paula Hancock, Kendall Hughes, Andy Fitch, Frank Stevens (alternate)

OTHERS PRESENT: Amanda Goodwin, Goodwin Counseling Services LLC
Donald Coleman, co-owner White Mountain Brewing Company

DISPOSITION OF MINUTES

The Board reviewed the minutes of their Wednesday, June 7, 2023, meeting. Kathleen DeWolfe made a motion to accept the minutes as amended. Andy Fitch seconded the motion. The motion passed on a 5 yes (Kathleen DeWolfe, Andy Fitch, Kendall Hughes, Mardean Badger, Paula Hancock yes) and 0 no vote.

CASE 2023-08 WAIVER OF A SITE PLAN REVIEW APPLICATION FOR AMANDA GOODWIN, GOODWIN COUNSELING SERVICES LLC ,23 WEST STREET, UNIT 6 (T/M/L 214-009-BGO-006)

Amanda Goodwin met with the Planning Board after submitting a Waiver of a Site Plan Review Application for office space located at 23 West Street, Ashland. Ms. Goodwin presented her request and made the following points:

- Owner of the property, BCB Real Estate Holdings LLC
- Amanda Goodwin will be a new tenant in the building.
- Ms. Goodwin is locating her Goodwin Counseling Services LLC, a mental health counseling service, in office space located at 23 West Street. The office would be located in Unit 6.
- The service will include 4 therapists seeing individual clients.
- The business would have a low impact on the neighborhood.
- Signage for the business will be added to the signage for the other businesses on the site; additional signage will be attached to the balcony of the building; and sign permits will be obtained from the Building Inspector.

Kathleen DeWolfe made a motion to accept the application for Waiver of Site Plan Review as well as approve the application. Andy Fitch seconded the motion. The motion passed on a 5 yes (Kathleen DeWolfe, Mardean Badger, Andy Fitch, Kendall Hughes, Paula Hancock yes) and 0 no vote.

CASE 2023-07 WAIVER OF SITE PLAN REVIEW FOR WHITE MOUNTAIN BREWING, 50 WINTER STREET (T/M/L 110-070)

Donald Coleman, co-owner of the White Mountain Brewing, 50 Winter Street came before the Planning Board to request a Waiver of a Site Plan Review for White Mountain Brewing, 50 Winter Street (T/M/L 110-070). Mr. Coleman made the following point:

- White Mountain Brewing Company would like to relocate the beer garden (T/M/L 110-070)
- The relocation will be to locate the beer garden off the end of the existing brewing building.

Mardean Badger advised the board about the history of this property. Mardean made the following points:

- In June 2022 White Mountain Brewing came before the Planning Board after submitting a full Site Plan Review of the property.
- In March 2023 there was a change in ownership of the White Mountain Brewing; Donald Coleman became a co-owner of the business with David Page.
- There is going to be a relocation of the existing beer garden to a site off the end of the brewing building.
- The picnic tables will be moved to accommodate a cornhole games site.
- All parts of the business will be contained within the boundaries of the property.
- Steve Heath has inspected the property.
- A liquor license has been obtained that will allow beer to be transported outside within the fenced area.
- The re-located stage faces the railroad tracks more directly.

Mardean Badger advised that since this property had a full Site Plan Review completed in June of 2022, the current Waiver of a Site Plan Review for this business is merely a revision of the original Site Plan Review. Mardean Badger will write up the final documentation for this application as a revision of the original Site Plan Review.

SHORT-TERM RENTALS ZONING ORDINANCE

Kendall Hughes recommended that the Planning Board review any Zoning Ordinances relative to short-term rentals (e.g. Airbnb, Vrbo, etc.). Some of the issues with short-term rentals include definition of short-term rental, life safety requirements and inspections, occupancy levels, excessive noise, excessive traffic, and excessive trash. Conditional use permits and annual approvals might also be considered for discussion.

Mardean will gather current information regarding short-term rentals and sample ordinances from surrounding towns. If the Board wants to put an ordinance on the warrant for March 2024, it will need to have language by October or November, for December posting of January 2024 public hearings.

SITE PLAN REVIEW REGULATIONS UPDATE

The Board reviewed Article 3 of the Site Plan Review Regulations. The Board made the following recommendations:

- To include the option for *Conceptual Consultation* with all applicants in the pre-application phase of the process
- To include the option for *Design Review* with applicants and developers with larger projects in the pre-application phase of the process
- A Design Review will need a different application form
- To expand our Informal Consultation definition and application
- The Board recommended changes and expansion in language for parts of Article 3

WHITE MOUNTAIN COUNTRY CLUB UPDATE

Mardean Badger advised the Board on an update on the White Mountain Country Club Site Plan Review Application recently received by the Planning Board relative to the interior renovations of the

existing clubhouse. Interior renovations of the clubhouse is not an appropriate purpose of a Site Plan Review Application.

At the June 7 meeting with White Mountain Country Club representatives, the Planning Board stated that the Board needs a full Site Plan Review of **the entire WMCC property**, with a site plan prepared by a licensed surveyor.

ADJOURNMENT

Mardean Badger made a motion to adjourn. The motion was seconded. The motion passed. The meeting adjourned at 7:55 PM. The next meeting will be Wednesday, July 5, 2023, at 6:30 PM at 6 Collins Street.

Minutes submitted by Paula Hancock