

**Ashland Planning Board
Amended Meeting Minutes
Wednesday, February 7, 2024**

CALL TO ORDER

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

MEMBERS PRESENT

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

OTHERS PRESENT

Jon Rokeh
Jeremy Avery
Stephen Lake
Sandra Coleman
Jim Joyce
Raymond Newton
Philip Hastings, attorney for WMCC LLC
Tony Randall, local surveyor
Colleen Raposa, owner of 25 Main Street
Ryan Hudock, agent for WMCC LLC
Devon Thibeault

DISPOSITION OF MINUTES

The Board reviewed the minutes from the January 3, 2024 meeting. Kathleen DeWolfe made a motion to approve the minutes as amended. Andy Fitch seconded the motion. The motion passed unanimously, 5-0 roll call vote.

The Board reviewed the minutes from the January 15, 2024 meeting. Kathleen DeWolfe made a motion to accept the minutes as presented. Paula Hancock seconded the motion. The motion passed on a 4 yes (Mardean Badger, yes, Kathleen DeWolfe, yes, Paula Hancock, yes and Kendall Hughes, yes) 0 no votes and one abstention (Andy Fitch)

The Board reviewed the minutes from the January 24, 2024 meeting. Kathleen DeWolfe made a motion to accept the minutes of January 24, 2024 as presented. Andy Fitch seconded the motion. The motion passed on a 4 yes (Mardean Badger yes, Andy Fitch yes, Kathleen DeWolfe yes, Kendall Hughes ~~yes~~) 0 no votes ,1 abstention (Paula Hancock) on a roll call vote.

CASE #2024-05 SUBDIVISION, 14-LOT TML 106-122 GRANITE RIDGE DEVELOPMENT, THOMPSON STREET, RURAL RESIDENTIAL ZONE, MEL LAND TRUST

Mardean Badger, chair of the Board, stated that there was an issue regarding Case #2024-05, the Granite Ridge Development on Thompson Street. When the abutters of the Granite Ridge Development on Thompson Street were originally notified, there were 10 abutters (across the street) who were not notified. Therefore, these 10 abutters need to be notified along with the original list of abutters of this project. The agent for this project will notify all abutters concerning the change of date of this case.

This case will be continued to the Planning Board meeting on Wednesday, March 6, 2024 at 6:30 PM at 6 Collins Street. Abutters are all property owners who live adjacent to the proposed project property as well as property owners who live across the street or across the stream from the project property.

CASE #2024-04 2-LOT SUBDIVISION TML 212-021 SCENIC VIEW ROAD (Rte 3 AND 25) RURAL RESIDENTIAL ZONE AND SQUAM OVERLAY OF WILLIAM AND YOLANDA AUDY

Mardean Badger, Chair of the Board, stated that there was an issue regarding Case #2024-04, a 2-lot subdivision on property owned by William and Yolanda Audy. When the original abutters of the Audy property were notified, there were at least ten abutters across the river who were not notified. The applicant will notify all abutters again notifying them of the change of date of this case. **This case will be continued to the Planning Board meeting on Wednesday, March 6, 2024 at 6:30 PM at 6 Collins Street.**

BOUNDARY SURVEY FOR TML 201-002, 3 COUNTRY CLUB DRIVE

The Planning Board discussed with Philip Hastings, attorney for WMCC LLC, and Ryan Hudock, agent for WMCC LLC, the recently submitted Boundary Line Survey, which had been requested by the Planning Board. Ryan Hudock made the following points about the survey:

- The White Mountain Country Club property is an historic property so the records research for the property proved to be extensive.
- All boundary monuments on the property were located and noted on the final survey.
- The present maintenance barn on the property had never been plotted but is now properly noted and located on the current boundary survey, indicating that the majority of the building is on an abutting property.
- White Mountain Country Club has been in conversation with Cold Springs Home Association concerning the boundary line survey. There are some differences between WMCC and Cold Springs Home Association that need to be resolved. The differences may result in a possible boundary line adjustment in the future
- The Reach Drive roadway is not in the legal right of way. This will mean further discussion with Cold Springs Home Association. This may mean returning to the original entrance to the White Mountain Country Club property and do away with the Reach Drive roadway.

CASE #2023-15 SITE PLAN REVIEW TML 201-002. 3 COUNTRY CLUB DRIVE, REPLACEMENT OF IRRIGATION PUMPHOUSE STRUCTURE

The Planning Board then discussed with Ryan Hudock, an agent for WMCC LLC, a Site Plan Review Application for a replacement of the irrigation pumphouse structure. Ryan Hudock explained that the current irrigation pumphouse is in need of extensive repair and will be replaced by a new structure of approximately the same size.

Kathleen DeWolfe made a motion to accept the application as complete. Kendall Hughes seconded the motion. The motion passed on a 5 yes (Mardean Badger yes, Andy Fitch, yes, Kathleen DeWolfe, yes, Paula Hancock, yes, Kendall Hughes, yes) 0 no on a roll call vote.

Devon Thibeault expressed to WMCC about his Flood Plain concerns. The new pumphouse will be located in the flood plain and in the flood way. WMCC will need to obtain a flood plain development permit.

Ryan Hudock made the following points:

- The new structure will be a concrete structure, with vinyl siding and metal roof, placed over the existing wet well.
- New pumps will be installed for irrigating the golf course and will be located in the flood plain flood way.
- The new structure will be flood-proofed. Louvers will be installed to allow the water to go through the structure.
- Proper clearances for electrical components inside the pumphouse will be addressed.
- The new pumphouse will have the same setbacks as the replaced structure.
- WMCC is working with and coordinating with Devon Thibeault in obtaining all proper permits for this project, following approval of the Site Plan application.

Kendall Hughes made a motion to approve the construction location for the new pumphouse and that all flood plain regulations and permits and wetland permits be obtained.

Kathleen DeWolfe seconded the motion with a condition to comply with all building and floodplain permits as needed. The motion passed on a 5 yes (Mardean Badger, yes, Andy Fitch, yes, Kathleen DeWolfe yes, Paula Hancock yes, Kendall Hughes yes) 0 no vote on a roll call vote.

CASE 2024-03 SITE PLAN REVIEW TML 201-002 3 COUNTRY CLUB DRIVE. NEW DECK AND PATIO AREA FOR EXISTING CLUBHOUSE BUILDING

White Mountain Country Club submitted a Site Plan Review Application for a proposed expansion of the deck and patio area of the White Mountain Country Club clubhouse. The Board reviewed the application. Mardean Badger made a motion to accept the Site Plan Review Application as complete. Kathleen DeWolfe seconded the motion. The motion was approved.

Ryan Hudock, agent for WMCC LLC made the following points about the new deck and patio area of the clubhouse as follows:

- WMCC has installed a permitted septic system.
- The new patio area would be outside and the present deck would be made longer.
- The surface of the patio will be constructed of patio stone pavers but the color of the stone is still being determined.
- The stone pavers will allow for proper drainage. The outskirts of the roof will drain and slope to the west.
- The patio will drain toward the existing putting green.
- The stone pavers will need to be removed to gain access to the septic tanks.
- Concerns were raised about eliminating interior portions of the clubhouse which will now be located outside. There was a concern raised about the access door to the proposed patio
- The Planning Board requested that WMCC submit an updated floor plan relative to the clubhouse seating (interior), fixed and movable seating, and patio seating.
- The Planning Board noted that the Zoning Ordinance (Section 3.2b) regulates the number of required parking spaces for new construction and renovation – 3 spaces per patron/employee for commercial uses and 1 space for every four seats for public assembly spaces.

- Parking must be provided for the clubhouse patrons, employees of the clubhouse, golfers coming to use the golf course and need parking for their golf carts.
- Use of the clubhouse as a venue will mean additional parking near the clubhouse for the event.
- The Planning Board is requesting a more detailed plan that shows all available parking around and across the street from the present clubhouse.
- Fire safety provisions and public assembly permit needs to be signed off by the Fire Chief.
- With a parking area across the street from the clubhouse, WMCC needs to address the issue of pedestrian traffic crossing the street and its subsequent safety.
- The Planning Board is requesting more information concerning number of patrons using the clubhouse, expanded deck and new patio area.

Mardean Badger made a motion to continue the new deck and patio area of the clubhouse portion of the meeting to the next scheduled Planning Board meeting on Wednesday, March 6, 2024 at 6:30 PM at 6 Collins Street. The motion passed on a 5 yes (Badger, Fitch, DeWolfe, Hancock, Hughes yes), 0 no votes on a roll call vote.

STEVE AND COLLEEN RAPOSA APPLICATION FOR MODIFICATION OF SITE PLAN REVIEW FOR PROPERTY AT 25 MAIN STREET TML 110-170

Kendall Hughes recused himself from all discussion and vote on the Modification of Site Plan Review for property owned by Steve and Colleen Raposa at 25 Main Street.

Mardean Badger made Frank Stevens (alternate) a voting member of the Board for this application.

The Raposas have submitted an Application for Modification of a Site Plan Review for 25 Main Street TML 110-170. The property has had a history of previous restaurant businesses at this location.

Kathleen DeWolfe made a motion to approve the Modification of Site Plan Review application. Andy Fitch seconded the motion. The motion passed on a 5-0 vote (Badger yes, DeWolfe, yes, Fitch, yes, Hancock yes, Stevens, yes) 0 no vote on a roll call vote.

UPDATES

BRANDON HILTZ PROPERTY UPDATE (TML 214-015)

A letter has been sent to Brandon Hiltz to request a meeting between Hiltz and the Planning Board concerning his plans for his property at the end of West Street. The following requests were made by the Planning Board.

- The Planning Board is requesting a Site Plan Review for the Hiltz property on West Street.
- There is an issue concerning the current use classification of the property. The current use issue needs to be resolved.
- The Planning Board is concerned about logging being done on the property and construction of a road up the hillside.
- The Planning Board noted that there have been reports of blasting charges being used on the property.

KWIATKOWSKI PROPERTY UPDATE (TML 109-065)

The Planning Board has made the following requests from Mr. Kwiatkowski:

- A digital copy of any and all condo documents to date to be sent to the Planning Board and for the town assessor.
- A Subdivision Application is required for the condominium conversion of the Kwiatkowski property.
- Additional issues are being addressed through Code Enforcement.

ADJOURNMENT

Mardean Badger made a motion to adjourn. The meeting adjourned at 8:05 PM. The next Planning Board meeting will be Wednesday, February 28, 2024 at 6:30 PM at 6 Collins Street.

Minutes submitted by Paula Hancock