

# Town of Enfield

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## Planning Board Meeting Minutes

October 25, 2017



### **APPROVED Nov 9, 2017**

Present: Dan Kiley-Chairman, Dave Fracht-Vice Chair, John Kluge-Selectmen's Representative, Kurt Gotthardt, Scott Osgood-Planning Board Administrator, Jim Bonner alternate, Paula Rowe alternate and recorder.

Regrets – Rita Seto, Tim Taylor

Guests: Tim Sidore- Ledgeworks, Dr Bruce Hettelman- abutter, Charlie Depuy- Enfield Energy Committee Chair and Chris Rollins- Rollins Land Survey. Ryan Aylesworth-Enfield Town Manager.

I. CALL MEETING TO ORDER – With two members not in attendance Chair Kiley appointed alternates Paula Rowe and Jim Bonner to seats at the table.

### II. APPROVAL OF MINUTES

1. Minutes of Sept 27, 2017 – Nancy Scovner made a motion to accept the minutes as written, with a second from David Fracht. Kurt Gotthardt informed of some corrections to PBA Osgood. Motion carried with one abstention.
2. Minutes of Oct 11, 2017 – David Fracht made a motion to accept the minutes as written, John Kluge second this. David Fracht had corrections. Kurt Gotthardt had corrections. A discussion on Oct 11 regarding how often the board would meet, and the mechanics of getting the packet out was reviewed. PBA Osgood noted there was no formal motion or decision on how often the Board would meet, and asked that this be an agenda item for the next meeting. A vote was taken to approved the minutes, vote was 1 no, 1 abstention, and 2 years. Motion did not pass.

### III. SELECTMEN'S REPORT

John Kluge Selectman ex officio board member representative. Meeting with Rob Taylor, Director of the Lebanon Chamber of Commerce, will connect with the TIF committee as well. Sewer Connection waivers on Route 4 will be scrutinized to a greater degree. Route 4-A sewer extension for Lakeview has brought many complaints, but the project is coming to an end. A discussion was held at the Selectboard meeting regarding a retreat.

IV. CITIZENS FORUM - None

V. CONCEPTUAL HEARING – None Scheduled

### VI. PUBLIC HEARINGS

1. Chris Rollins of Rollins Land Survey will present a request for a Boundary Line Adjustment to Lots 3 & 1 on Tax Map 20, at 590 & 593 NH Route 4-A.  
PBA Osgood stated the application was complete. Motion to accept the package as complete came forward from Nancy Scovner with a second from David Fracht and carried.

Motion to open the public hearing came forward from John Kluge with a second from Nancy Scovner and carried.

Chris Rollins represented the applicants and reported on the survey. This gives 20 feet to the Thomas' property. PBA Osgood noted outreach from two abutters for information on the BLA. Both were acceptable to the adjustment. Motion to close the public hearing came at 7:29 p.m. from Nancy Scovner with a second from John Kluge.

Discussion was held. It was noted that existing property lines on the Brodeur Lot has notes that indicate these are to be eliminated and that the lots have been merged. Chris noted this action will occur automatically and is a recognized process of the Registry. David asked for adjustments to the plan to remove the inconsistencies. Chris said this would be a lot of work to do. Kurt asked for a confirmation be agreed to by the board that this will occur. The board agree by consensus with no motion or vote taken. Kurt noted discrepancies with the scale on the plan. Chris noted the information on the detailed plan, and the information on the text documentation come from different sources, and that the process of adding documentation and printing cause minor adjustments to the printed work.

Motion to accept this boundary line adjustment as presented came from Nancy Scovner, with a second from David Fracht. Motion carried unanimously.

Mylar was signed by Chairman Kiley. PBA Osgood will forward to the registry for recording.

## 2. Continuation of Hearing for 60 Main St

Chairman Dan Kiley stepped down from this hearing, as he has not been present for prior meetings on this matter. David Fracht stepped in as he is Vice Chairman. The Board has received a survey plat without the parking spaces shown and a plat by the applicants architect showing the spaces. VC Fracht noted a number of lots were infringing on the right of way, and one has a telephone pole blocking it. Asked Selectman Kluge if there were any agreements with the Town on residential parking in the ROW. Selectman Kluge stated there were not. It was noted that the graphic architects scale on the Architect plan was incorrect, which has made measuring the spaces very difficult. Details on the easements noted on the survey plat were requested. Easement language for the lots was submitted and read by Mr. Sidore. The information did not include all the affected spaces.

Vice Chair Fracht noted that he cannot distinguish between the right of ways and parking spaces. Vice Chair Fracht asked Tim Sidore which survey do you want us to present for approval. Kurt Gotthardt and Dave Fracht stated to Sidore that they cannot accept these plans as the scale measurement is not equal on both drawings. Sidore stated he would use the surveyor's plan and not the architect Studio Nexus plan. Fracht asked Sidore for a surveyor to show the parking spaces on the plat.

7:47 a motion was made to open the Public Hearing. 2<sup>nd</sup> and approved unanimously.

Dr. Hettelman asked what uses are allowed on Town land. He said that the town owned property at the end of Blacksmith Alley is substantial but has trash on it. It could hold 5 or 6 parking spaces and that the parking spaces for the apartment building encroaches on the town easements. He said they are constantly shoing illegal parkers away. He asked that the board not allow phantom spaces. He stated he has great concern for the parking if they purchase Blacksmith Alley.

Nancy stated that Tim has not been following the law.

Tim said they are trying to help with the parking problem.

Dan asked if the cars can actually fit into the spaces shown.

Charlie Depuy asked why an engineer or surveyor has to put the parking spaces on the plat. Vice Chair Fracht said it has to be memorialized on paper. There is a difference between where everyone is parking and legal parking places. Kurt Gotthardt said these plans do not meet the requirements. He noted that an easement would be necessary to get to spaces 22 & 23. Tim stated that there are Jersey barriers there that delineate the spaces

Dan asked if the current parking situation had been memorialized. If so he stated, it may be seen as legal parking.

Dr. Hettelman pointed out that along the old hardware store Sidore has planned too many parking Spaces, and pointed this out to the board and Sidore on the plat.

Dan Kiley asked Tim if he had an agreement with abutters and would he designate parking spaces for his tenants. Tim said the spaces are not assigned, but he could take that under consideration.

Dr. Hettelman said the parking spaces need to be addressed as he owns the building next to Davidson's and there is a problem.

Sidore said he has shown 24 parking spaces, but needs only 22.

Sidore noted they have an agreement to buy the former Frost property at 11 Blacksmith Alley.

8:24 Vice Chairman Fracht asked for an end to the public session. He asks the Board to require Mr. Sidore to have an engineer or surveyors plat showing the parking spots as a site plan. Fracht advised using coloring on the plat. The Board agreed that a site visit would be helpful. Saturday, Nov 4 at 10:00 am is tentatively scheduled for the Board to make a site visit. This could be extended to December 13<sup>th</sup>, 2017

Dan noted that is over 60 days since the beginning of the hearing. Dan Kiley, as a member of the audience, said that Sidore has to make the decision to extend or not.

The next Planning Board meeting is scheduled for November 8<sup>th</sup>, 2017.

Sidore asked the board if having the surveyor placing the parking lots on the plat and a site visit would be sufficient. He asked if the Board could grant a conditional approval. David said no.

Sidore extended his verbal approval to continue this meeting and agreed to a Site visit on November 4<sup>th</sup>, 2017.

Nancy Scovner made a motion to continue this hearing to the site visit on November 4<sup>th</sup>, 2017, 2<sup>nd</sup> with unanimous approval.

## VII. BUSINESS DISCUSSIONS

1. Review Chapter on Vision and Chapter on Land Use – Tabled to a future meeting due to the late hour.
2. Review Energy Chapter 2014 Draft – Charlie Depuy, Chair of the Energy Committee was present and reported on the energy plan written by the Energy Committee in 2014. A draft was presented to all board members. He noted that the Energy Committee wants to see an energy efficiency and conservation plan by the town. The draft goes back to 2013-2014. He noted that land use in this area is not a walkable village district, per the Energy Committee. Charlie offered to look at other parts of the Master Plan that relate to Energy and review them and to provide updates the 2014 plan and appendixes.

Ideas were presented on updates to the land Use s and Transportation network. These included running sewer to Lapan Circle, installing a bicycle bridge over the River at Westcott Road. It was noted the bridge came down in the hurricane of 1938, but some GPS systems show it as still in place.

Charlie noted the Village plan encompasses an area that is too large to meet the goal of having walkable communities and that the housing need to be more concentrated. Extending new housing along Rte. 4 to the Canaan was discussed.

Charlie noted the appendixes are noted on the plans, and are good resources that indicate what can be done to improve the energy use and the walkability of the Town. Including an urban compact in the Zoning Ordinance was brought up. Having a checklist for energy impacts added to the Zoning Ordinance was noted.

3. Review Chapters updated in 2006 – Short discussion on the existing chapters on what would be included in a new Master Plan.
4. Discuss schedule and process for Master Plan – Scott noted a time frame of 14 months to discuss and update the sections of the Master Plan with a completion date of March 2019. Noted a meeting is scheduled with Ryan and the UVLSRPC Executive Director to see what resources the RPC could provide to the effort.

#### VIII. COMMUNICATION

1. Permit by Notification – 174 Crystal Lake Rd – 296 foot long wall on Crystal Lake. Roberts.
2. Permit by Notification - 436 Lockeaven Road

#### IX. NEW BUSINESS

A Future Site Plan reviews are being developed.

#### X. NEXT MEETING – November 8, 2017

- XI.** ADJORNMENT - John Kluge made a motion to adjourn at 9:06 p.m. with a second from Nancy Scovner and carried.