

# Enfield Planning Board – Meeting Minutes

## DEPT OF PUBLIC WORKS/MICROSOFT TEAMS

### PLATFORM

### July 27, 2022

**PLANNING BOARD MEMBERS PRESENT:** David Fracht (Chair), Dan Kiley (Vice-Chair), Phil Vermeer (Secretary), Tim Jennings, Jim Bonner (Alternate and Videographer), Whitney Banker (Alternate)

**PLANNING BOARD MEMBERS ABSENT:** Linda Jones, Kurt Gotthardt (Alternate), Kate Plumley Stewart (Selectboard Representative)

**STAFF PRESENT:** Rob Taylor- Land Use and Community Development Administrator, Whitney Banker-Recording Secretary

**GUESTS:** Jim Kelleher, Barbara Kelleher, Drew Hitchcock, Shannon Hitchcock, Brad Rich, Steven Doyle, Celie Aufiero, Brian Degnan, Nick Fiore, Engineering Ventures (Foster)

#### I. CALL MEETING TO ORDER:

Chair Fracht called the meeting to order at 7:00 p.m. and took a “roll call” of members present for attendance.

Chair Fracht elevated Mr. Bonner and Ms. Banker to voting members for tonight’s meeting.

Chair Fracht said that there is a quorum, but not a full board. Those here for a public hearing are entitled to a hearing by the full board of 7 members. Tonight, that requirement is not met. Those here for a hearing may choose to continue tonight with a partial board or may choose to move their case to the next meeting, August 10, 2022.

#### II. PUBLIC COMMENTS:

Chair Fracht asked for public comments not associated with any agenda items. There were none.

#### III. SELECTBOARD REPORT: Kate Plumley Stewart

Chair Fracht said that Ms. Stewart is not present for the Selectboard report.

Chair Fracht said that Mr. Brad Rich had agreed to join the board. The Selectboard will meet next Monday to consider Mr. Rich’s application and Chair Fracht expects he will be present for the August 10 meeting hearings.

Mr. Rich introduced himself and said that he is looking forward to working on the planning board.

#### IV. REVIEW MEETING MINUTES: July 13, 2022

***Vice-Chair Kiley MOVED to table with a correction July 13, 2022, Minutes presented in the July 27, 2022, agenda packet as presented and amended.***

***Seconded by Mr. Vermeer***

Amendments:

-Page 4 motion/voting information (incorrect voters listed)

#### **Roll Call Vote:**

David Fracht (Chair), Dan Kiley (Vice-Chair), Phil Vermeer (Secretary), Tim Jennings, Jim Bonner (Alternate and Videographer), Whitney Banker (Alternate) **all voting Yea.**

**None voted Nay.**

**None Abstained.**

***\* The Vote on the MOTION was approved (6-0).***

#### V. HEARINGS:

**A. P22-07-03, Steven Doyle has applied for Minor Site Plan Review (SPR) approval to add two apartments to his three-apartment building at 59 Baltic Street (Map 37, Lot 22). This property is located in the Community Business (CB) Zoning District and is owned by Steven P. Doyle.**

Chair Fracht read the case. He asked Mr. Doyle if he wished to continue with a partial board. Mr. Doyle said that he did wish to continue.

Mr. Doyle moved to the main table to present the case. Chair Fracht opened the public hearing.

Mr. Doyle explained that the existing map that was presented has the outline of the current building as it is. The three existing apartments are in the middle portion of the building, and there are wings to both the east and west that are vacant and in disrepair. He plans to take the east side vacant area and work with a local contractor Tom Buckwold (Plainfield NH). The previous owner had done a lot of demolition and shoring up the foundation on this side. Mr. Doyle said that he would like to continue this work and turn this into a viable rental unit. Down the road, he will plan to do the same thing with the unit on the west side.

Chair Fracht asked, the two wings in disrepair – what were they before the demolition the previous owner had done? Mr. Doyle said he did not know for sure; he was not provided this information during the sale. He believes they were parts of the existing house, added living space from the main, central area. The unit on the west side has lath plaster walls and well-delineated

84 rooms, while the unit on the east side is completely gutted. Chair Fracht said that the total will be  
85 five apartments when you are done. Mr. Doyle said yes. Chair Fracht said that there are seven  
86 parking spaces, which is more than adequate, and asked what size they had measured to be. Mr.  
87 Taylor pulled up the property card to review the size of the porch. Mr. Doyle said that he was  
88 unsure, but he believed that there was some variance from the narrowest to widest standard  
89 parking spaces. He said that he tried to shoot for the middle of the figures he found. Mr. Vermeer  
90 said if the map is to scale, they are at least 10', and that he had driven by and there was plenty of  
91 room to expand them.

92  
93 Chair Fracht said that during a site plan review they try to bring properties up to standards. He  
94 asked what the current situation for trash is. Mr. Doyle said that currently, they are leaving bins  
95 at the curb. With two more tenants, they will need to add two more recycling and trash bins (one  
96 more for each unit). He will see how space is with the third set of bins and add more if needed  
97 from Casella. He said that he would plan to put them in a fenced-in space designated for the  
98 cans. Mr. Taylor clarified that he would contact the Department of Public Works for additional  
99 cans, instead of Casella directly.

100  
101 Chair Fracht asked for other questions from board members and the public, there were none.

102  
103 Chair Fracht closed the public hearing.

104  
105 ***Vice-Chair Kiley MOVED to accept the site plan as presented.***

106 ***Seconded by Mr. Vermeer***

107  
108 **Roll Call Vote:**

109 David Fracht (Chair), Dan Kiley (Vice-Chair), Phil Vermeer (Secretary), Tim Jennings, Jim  
110 Bonner (Alternate and Videographer), Whitney Banker (Alternate) **all voting Yea.**

111 **None voted Nay.**

112 **None Abstained.**

113  
114 ***\* The Vote on the MOTION was approved (6-0).***

115  
116  
117 Chair Fracht said that from here he will write up a decision, which is usually sent out within two  
118 weeks. He said there is a thirty-day appeal period to be aware of.

119  
120 **B. P22-07-04, Jim Kelleher has applied for Major Site Plan Review (SPR) approval to build**  
121 **a 6-unit apartment building on Main Street (Map 31, Lot 37). This property is located in**  
122 **the Community Business (CB) Zoning District and is owned by James Kelleher.**

123  
124 Chair Fracht read the case. He asked Mr. Kelleher if he wished to continue with a partial board,  
125 and he did. Chair Fracht opened the public hearing.

127 Mr. Kelleher said he was here to present the site plan review to redevelop 71 Main Street with a  
128 6-unit, two-story apartment building. He said that the building is 78' long by 28' deep. When he  
129 agreed to purchase the property in 2016, there was a storage building in place that was 30' x 70'.  
130 The property was leased from the State of New Hampshire. Mr. Kelleher applied for ownership  
131 through the Department of Transportation through the surplus program. During that time, he  
132 obtained the deed from the state of New Hampshire in September 2021. During that time, he had  
133 gone through several design phases. Originally, he was planning to do a 5-unit apartment with  
134 garages underneath. Mr. Kelleher said he has obtained a variance from the town to build within  
135 the setbacks and obtained a special exception to not have retail space on the first floor.

136  
137 Mr. Kelleher said that the current plan is there will be 6-units, super-insulated, serviced by town  
138 water and sewer. There are 7 parking spaces, with one assigned for handicap accessibility. There  
139 will be three common entrances that all serve the first and second floors. The building will have  
140 sprinklers for fire protection. Walkways and entry from the parking lot will be handicap  
141 accessible. Lighting will be LED in the parking lot, and there is a Liberty Utilities overhead light  
142 at the entrance to the driveway. They are within the shoreland protection and had designed a  
143 shoreland protection plan which included a stormwater management plan.

144  
145 Chair Fracht asked if the apartments are one bedroom or two bedrooms. Mr. Kelleher said they  
146 will be one-bedroom, one-bathroom, showers only, and no tubs. The first floor will be handicap  
147 accessible. There will be in-unit washers/dryers and heating/cooling will be heat pumps. Chair  
148 Fracht said that he thinks the concept Mr. Kelleher is proposing is great and will help revitalize  
149 the downtown area. He said that he has a couple of concerns about the plan as he sees it. He said  
150 that the first is parking, Mr. Kelleher spec'd 9'x18' per space. Chair Fracht said the board is  
151 unsure of their parking space regulations as some say 18' and some say 20'. He said he thinks  
152 the board will be willing to give him the 18' but is wondering where the 9' came from. Mr. Fiore  
153 said that the shallow nature of the lot becomes an issue with 10', so 9'x18' was used to get them  
154 to fit. He said that they may be able to push that out to 10', but this could create issues with the  
155 rail-trail slope down to the parking.

156  
157 Chair Fracht asked where snow removal will go. Mr. Kelleher said he believes there is a 12'  
158 buffer between the parking lot and the west apartment at 79 Main Street, as well as a buffer on  
159 the Rail Trail side where snow can be moved. He said if needed snow could be trucked out with  
160 a backhoe. Mr. Jennings said that he had seen the parking lots near the Laundromat were often  
161 plowed toward the Rail Trail which can spill over into the trail. He said that there is a slope that  
162 is steep from the rail trail but wondered if Mr. Kelleher would consider putting some boulder  
163 barriers across the area to signal to the plow driver how to push snow further toward the rail trail.  
164 Mr. Kelleher said he would prefer the snow to go along the west side of the parking lot, rather  
165 than the rail trail. Mr. Jennings said anything solid as a barrier would benefit the plowing  
166 situation there. He said that he thinks this is a very creative use of a very small lot. Mr. Jennings  
167 said he thought that drainage for snow melt would need to be addressed from the west side as

well. Chair Fracht asked to have the engineer explain the drainage system he created as he was unfamiliar with the sub-surface collection listed.

Mr. Fiore said that they are surrounded by stone, and there is a foot between them. The stormwater goes into the arch and is retained by the stone to slowly seep out so that the outflow amount is the same as it is currently. Chair Fracht asked what weight they can hold. Mr. Fiore Said with a foot of cover they are H-20 rated, so this should not be a problem.

Chair Fracht said that they also agree that a barrier (bollards or boulders) along the rail trail would be used. He asked Mr. Jennings his thoughts on what interval to place them. Mr. Jennings suggested 8' apart. Chair Fracht said he thought boulders would be more esthetically pleasing as seen at the laundromat and the furniture shop. Mr. Degnan, the owner of the laundromat property, said that the Department of Transportation (DOT) was plowing over their boulders causing snow to go onto the rail trail. The boulder helps but did not eliminate the possibility of snow piling up and spilling onto the trail.

Chair Fracht said his last concern is how will residents handle trash and recycling. Mr. Kelleher said that they plan to have 6 Casella trash and 6 Casella recycling totes along the back side of the property. Mr. Kelleher said that the foyers are big enough that they can be adapted so that the trash and recycling cannot be seen. Mr. Jennings said that they could use 3 trash and 3 recycling for all 6 units.

Mr. Jennings said that the parallel parking space shown off Main Street, he asked if there is approval from the state for this. Mr. Kelleher said he does not. He said this is a wish-list item, it is not necessary for the plan. It is also in the same location that the mailboxes are located for the apartment building across the street.

Chair Fracht read a letter from an abutter, Mr. Richard Holmquist:

*Hello Rob,*

*Thank you for sending the site plan review, can't make it to the meeting tonight but I have a couple of concerns.*

*Parking is absolutely minimum for 6 apartments in my opinion. I personally rent four of my nine parking spaces to local apartment renters. Patios on the Rail Trail won't get used and potentially people will be very near the traffic.*

*Thanks for sharing my comments.*

*Richard Holmquist*

209 Chair Fracht said that he was unsure what Mr. Holmquist meant by the patios being near the rail  
210 trail. Mr. Jennings said it read to him like a comment of not wanting to live there and have rail-  
211 trail traffic right out back, but this is not an issue for the board. Mr. Jennings also said Mr.  
212 Kelleher is required to have 1 parking space per unit plus 1 handicap space which he has. Mr.  
213 Jennings said he was looking at the ZBA minutes and agreed with the thought that 1 space per  
214 unit is likely not enough and he thinks this is something that needs to be reviewed by the  
215 Planning Board going forward. Chair Fracht said that he agreed. He also said that based on Mr.  
216 Holmquist's letter, he believes that he may have parking spaces for rent. Mr. Taylor said that the  
217 Revision Energy property owners across the street had also shown interest in renting parking  
218 spaces if needed. Chair Fracht said that the fact that Mr. Kelleher has the required number of  
219 spaces on site, covers him as far as the board is concerned. He said if tenants with two cars want  
220 to rent in the building, they will either seek parking space rental or look elsewhere which is a  
221 market-driven thing.

222  
223 Mr. Jennings said in a site as tight as this, drainage including what he calls "micro-drainage" is  
224 very important. He said some dormers will drain water directly onto the entrances and the  
225 sidewalk. He said he thought the sidewalk would need to move outside the drip line, and that an  
226 entry canopy may need to be added. Mr. Fiore said that this was a concern of theirs as well. He  
227 said they will need to have a roof gutter with a drainpipe to try and prevent some of the water  
228 along the sidewalk. Mr. Jennings said this would work but the current roof style wouldn't allow  
229 for a gutter along the entire side. Mr. Kelleher said that he would be able to change this to have a  
230 continuous roofline.

231  
232 Mr. Jennings asked if Mr. Kelleher cannot proceed with the project until he gets the shoreland  
233 permit. Vice-Chair Kiley said that it would be approved with the condition of the shoreland  
234 permit being approved. He said that it must be a condition of approval by the Planning Board.

235  
236 Mr. Jennings asked if there is a basement. Mr. Kelleher said that there is a slab. Mr. Jennings  
237 also said that they may want to check with the Department of Public Works sewer about the  
238 sewer manhole shown near the street, it may not be required. None of the other buildings on that  
239 street have one.

240  
241 Mr. Jennings asked if they would consider a lamp post that aesthetically is close to the town light  
242 posts. He also said that the lighting is 3000K which is a nice warm color. Chair Fracht and Vice-  
243 Chair Kiley agreed.

244  
245 Mr. Jennings said Mr. Kelleher may want to consider sound deterioration along the rail-trail  
246 wall. Mr. Kelleher said that the framing will have sound dampening along the Styrofoam exterior  
247 and will have a spray foam interior. Mr. Jennings asked if Mr. Kelleher had considered EV  
248 charging. Mr. Kelleher said he planned to run a conduit for future use.

Chair Fracht asked for questions from members of the public. Mr. Degnan, an abutter, said he thinks this is a great idea in downtown Enfield. He said that the laundromat will not reopen, but he is looking into a possible coffee shop. He said the more people downtown the better and thinks this will help kick-start Enfield downtown.

Chair Fracht asked for further comments, there were none. Chair Fracht closed the public hearing.

Chair Fracht asked for comments from board members. Mr. Jennings asked if there was a list of conditions. Chair Fracht asked if the board would accept, the 9' parking spaces, or if they think it should be sent back for another variance. Mr. Vermeer said is it in the regulations? Mr. Taylor said it is in the R1, 3, and 5 zones, but is not in the CB specifically. Later in the regulations is a 10x20, and a 10x18 is also referenced. Chair Fracht said his concern is the 10'. Mr. Jennings said he is inclined not to pause it for a small detail like that. Mr. Fiore said that this would push the entire lot 4' closer to the Rail Trail, and that would require a retaining wall. He said that there is a 10' buffer from the railway for railroad operations, which could mean losing a parking spot if a train was ever put through that area. Mr. Jennings asked if they could approve it as a condition of either changing it to 10' or getting a variance for the 9' – and leave the decision of which up to the property owner. Mr. Jennings asked if they do this, would Mr. Kelleher have to come back to the Planning Board? Chair Fracht said no, that if it was approved as either/or, the application for a building permit would need to have either/or to be approved. Mr. Jennings asked what the schedule is for the build. Mr. Kelleher said it was up in the air based on approvals from the Planning Board and the shoreland permit. Mr. Jennings asked if they could require a 10' or a 9' variance but encourage the ZBA to approve the variance. Chair Fracht said that he thinks this could be in the decision, Mr. Taylor agreed and said that the ZBA would still be free to do what they wish.

Chair Fracht said that the list of conditions he had was:

- Approval of the shoreland permit from the State of New Hampshire
- Bollards or boulders roughly every 8' along the south edge of the parking lot for plowing
- Re-work the gutters and drainage so water is not dumped onto the north sidewalk (a plan that is satisfactory to code enforcement)

Mr. Jennings said another drainage issue is the west end if the snow would be stored between this building and the neighboring building. Mr. Jennings suggested bollards or boulders – some kind of physical barrier to prevent too much snow storage here. Mr. Kelleher suggested he could put a lamp post and an EV charging station on either side of this location. Chair Fracht said he would like to add a condition to say Mr. Kelleher will install posts for EV chargers to the left and right of the center lamp post here. He said the chargers would not need to be installed yet, just the conduit. Mr. Taylor suggested the word “pedestal” for the “lamp post”.

Chair Fracht continued the list of conditions and reviewed the previously discussed:

- Approval of the shoreland permit from the State of New Hampshire
- Bollards or boulders roughly every 8' along the south edge of the parking lot for plowing
- Re-work the gutters and drainage so water is not dumped onto the north sidewalk (a plan that is satisfactory to code enforcement)
- Redesign of the parking lot to meet the 10' width per space or a variance from the ZBA for 9' wide spaces (the PB recommends the ZBA approve the 9' spaces)
- Installation of an EV charging two pedestals and conduit on the west side of the parking lot which will include conduit to the pedestal or another barrier such as bollards or boulders.
- Approval of state driveway permit

Chair Fracht asked if there is a state driveway permit. Mr. Kelleher said that is an existing curb cut but is waiting for approval from the state.

**Mr. Jennings MOVED to approve the site plan as presented for Tax Map 31, Lot 37 subject to the conditions discussed.**

**Seconded by Vice-Chair Kiley**

#### **Roll Call Vote:**

David Fracht (Chair), Dan Kiley (Vice-Chair), Phil Vermeer (Secretary), Tim Jennings, Jim Bonner (Alternate and Videographer), Whitney Banker (Alternate) **all voting Yea.**

**None voted Nay.**

**None Abstained.**

**\* The Vote on the MOTION was approved (6-0).**

#### **VI. CONCEPTUALS:**

##### **A. Drew Hitchcock- (Former Roller Rink Site)**

Mr. Hitchcock came to the table to present. Mr. Hitchcock said that he owns Hitchcock Woodworking as well as Hitchcock Property Service. He took over Hitchcock Woodworking in 2018. He is looking to expand and would like to add a lumber yard space to sell retail hardwood, plywood, etc. They are looking at the roller rink space and provided some conceptual plans. Mr. Vermeer asked if they plan to tear the roller rink down. Mr. Hitchcock said that they do not. Mr. Hitchcock said they would plan to have the woodshop at the center and would need maintenance and outdoor storage as well for property services. On the right side, closest to Route 4, he is proposing a lumber yard. Mr. Vermeer asked for clarification of the locations within the building relative to Route 4. Mr. Hitchcock said also that there is a tenant that would fill the backspace, a metal shop.

Mr. Taylor showed on the map that the end toward Route 4 is the north end of the building, where the lumber yard would be. Mr. Taylor said that this was approved four years ago as a dog kennel. The current owner, Mr. Hersey did a significant amount of site improvement. He said that Mr. Hitchcock has been in contact with Mr. Ehrenzweig, the building inspector to discuss

the concept. Mr. Taylor said that he thought some of the consultations with Mr. Ehrenzweig had already been included in the plan. Mr. Taylor said that he also had spoken with Mr. Hitchcock about the town water which is very close to the site; the pressure tank is just up the hill. 185 Route 4 has town water. Mr. Taylor said he would need to speak with Mr. Jim Taylor, Public Works Director, about the possibility of getting town water/sewer to this location. Mr. Hitchcock said that because this is a wood shop over 2500 square feet, and would require sprinklers, town water would be a necessity. The cost is too significant to install a cistern. Mr. Jennings said that the current septic systems would need to be evaluated.

Chair Fracht asked how many people would be working there, as an estimate. Mr. Hitchcock said that he would estimate probably 12 total. Mr. Hitchcock said that about 4 of those positions he anticipates being able to add at this location, but his current location does not allow for the expansion. He said that they sell direct to contractors generally, and customers rarely come to their space. He said that the lumber yard would drive customers to the space and that the idea would be the two other entities could serve needs, but the volume would be low.

Chair Fracht said that he is trying to remember what Mr. Hersey had done for grading on the east side. Mr. Taylor projected on the map. Chair Fracht said that he recalled there was a very narrow area along the east side where the garage section is planned. Mr. Hitchcock said that he would plan to elevate this area to be level with the building. The locations can accommodate box trucks and vans that would be used at the proposed businesses.

Mr. Jennings asked for any information on the zoning district and variances that might be needed. Mr. Taylor said this in the CB district, and multi-use is allowed. Mr. Hitchcock will need a site plan and asked if the Planning Board would consider it major or minor. Chair Fracht said he would consider it major for a change of use based on the size of the suite. Mr. Jennings said he would agree because of drainage engineering needed and stormwater runoff treatment and discharge.

Chair Fracht said that there is a proposed paint room for the cabinet shop and asked if there would be an equivalent for the metal shop. Mr. Hitchcock said yes. Chair Fracht asked what kind of toxic or noxious odors these might produce. Mr. Hitchcock said that he cannot speak for the metal shop, but for the cabinet shop they use 100% water-based finishes. There are minimal volatiles. Chair Fracht said they would want to look at the metal shop and see what possible exhaust gases might be and what mitigation might be required. Mr. Vermeer suggested the building code should cover a lot of this. Mr. Jennings agreed. Mr. Hitchcock said that the metal shop is a tentative tenant, but his preferred tenant.

Mr. Jennings asked if the maintenance garage was a separate business. Mr. Hitchcock said it was, he owns a separate property maintenance business, and this garage would be for that equipment.

Mr. Jennings said that the uses of the building may change over time, and they want to plan for as much flexibility as possible. He said a very detailed site plan would be necessary.

Chair Fracht asked what the timetable would be for a formal site plan, with an engineer review. Mr. Taylor explained that there are two site plan review standards, where the difference is an increase in the fee for major vs. minor, and that the submission requirements are more involved with the major. The major would require engineering such as drainage as Mr. Jennings had spoken about. The major site plan requires significantly more detail. This is also better for the property owner. Town water coming across Route 4 would also require significant engineering since Route 4 is a major highway.

Ms. Aufiero said that before Mr. Hersey rearranged the parking lot, there was a wetland that was more defined in that area. She said that water would collect in this area and there was a concern about pooling water going down into the cemetery, etc. On the neighboring property owned by Mr. Hersey, there is a wetland area that holds water. Ms. Aufiero said she does not know how the rocks that were added impact drainage, snow melt, etc. Chair Fracht said therefore they would want a major site plan review to have an engineer look at where water needs to go, etc. This would be reviewed with the site plan. Chair Fracht said he would encourage Ms. Aufiero to attend to understand the drainage.

Mr. Jennings said that it is possible to have some functions there, perhaps a simpler operation in the building that may not need a major site plan until they significantly change the parking lot grades, etc. Mr. Hitchcock said he proposed this timeline, where he would only put the wood shop in first and would not do the lumber yard or the tenant. They would do phases as they are able. Chair Fracht said he would still suggest a major site plan review because of the change of use. Mr. Vermeer said this would also grandfather him in for future expansion. Mr. Taylor asked if the change to a dog kennel a major site plan was. Vice-Chair Kiley said it was not. Chair Fracht said a change of use above a certain number of square feet. Mr. Taylor read the regulation. Chair Fracht said the building is more than 2500 square feet would be what kicks it into the major site plan review category. Vice-Chair Kiely suggested the use of light-industrial with retail as a possible category.

#### **B. Alan Strickland- 4 Goodhue Hill Road**

Mr. Strickland came to the table to present. He introduced himself and his wife Ms. Herrin. He said they are here because they would like to purchase from their neighbor 1/10 of an acre which includes a shed. To do this, they need PB approval because their lot is under ½ acre and the neighbor's lot is 1 acre. So, they will be moving toward a conforming lot, but their neighbor would become non-conforming. The neighbor is more than happy to not have to maintain this portion of their property.

Mr. Strickland explained the history of the property, where the shed was once close to a house that was demolished and is now far from the home on that property and much closer to Mr. Strickland and Ms. Herrin's property.

Vice-Chair Kiley asked if they could make a non-conforming lot from a conforming lot. Vice-Chair Kiley said they would go from one conforming and one non-conforming to two non-conforming in this case. Chair Fracht asked if they could increase the property, they bought it, so

they have a 1-acre conforming lot. Vice-Chair Kiley suggested a lot-line adjustment as a possibility.

Mr. Jennings asked where the new Master Plan envisioning Enfield Center's water/sewer. Chair Fracht said that they must consider the current regulations in place.

Mr. Taylor suggested a long-term lease with the neighbor's property which would not affect the lot lines. The lease can be if they wish (a 99-year lease for example, which is done in Lebanon with Home Depot having a long-term lease from the Johnsons who own Fore-U and the land). Vice-Chair Kiley said this would also not require a survey. Mr. Taylor said if it was a sewer/water lot they could go down to ½-acre, but these are not. Chair Fracht asked what the tax implication would be. Mr. Taylor said there are different styles of leases. Chair Fracht asked if the town would break up a single 1-acre parcel into two tax bills. Mr. Taylor suggested that they can talk to the tax collector about this.

Mr. Jennings asked if Mr. Strickland and Ms. Herrin would need to apply for a variance, through the ZBA. Chair Fracht said correct. Mr. Jennings asked why they are there. Chair Fracht said it is a conceptual to have the board look at their proposal and react. The board's reaction is that they cannot do what they want to do. Chair Fracht said he would guess that the ZBA is unlikely to approve a variance, but they never know.

## **VII. UPDATE ON MASTER PLANNING TASK FORCE WORK: David Fracht**

Chair Fracht said there is no update on the Master Plan Task Force.

Mr. Jennings said he believes they are at the point where they were expecting the draft. Chair Fracht said he had reached out to Ms. Saxton and had not received a response. He will follow up with a phone call. Mr. Jennings asked if Chair Fracht can follow up with the board officially when he hears from Ms. Saxton.

Mr. Jennings said that the grants for re-writing zoning ordinances, where are these? Mr. Taylor said that the 100M total amount has been broken into funds. There is 5M for property owners to convert properties to workforce housing (this is a matching grant). He said there is some cost-sharing money available. Mr. Taylor said tomorrow's seminar will talk more about the planning side, and there is money to redo zoning and make it more favorable for workforce housing. Mr. Jennings suggested Mr. Kelleher may be a recipient of this. Mr. Taylor said he is in various communications with Mr. Kelleher, he is doing several projects in town. Mr. Jennings asked if they could be sending out requests for proposals for professional services for consulting on a new zoning ordinance. Mr. Taylor said he could speak with Town Manager Morris about this to gauge his interest. Mr. Taylor said the current consultant for the Master Plan, Ms. Saxton, also had done the Route 4 zoning district overlay for Enfield, and that zoning is something she works on as well. Ms. Saxton may be a candidate for this. Chair Fracht agreed as Ms. Saxton is up-to-speed on Enfield. Chair Fracht asked if they would need to take it to a town meeting to accept grant funds. Vice-Chair Kiley said no, it could be extended if needed for grant funds.

**VIII. OLD BUSINESS:**

Chair Fracht said that Mr. Conkey with the gravel pit hearing that did not happen at the July 13 meeting, the board asked for better graphics than what was originally submitted. Mr. Conkey included an updated drawing that provides much better detail of the project for the August 10 hearing. Chair Fracht said he would suspect that it will be a contentious hearing. Vice-Chair Kiley suggested that the meeting moves to the Community Building if a lot of abutters are expected. Ms. Aufiero said that this is the end of the prime wetlands. Vice-Chair Kiley said this is currently approved as a gravel pit, operational for 50, or 60 years. It is only a change of owner, not a change of use. Mr. Jennings said if the hearing had happened, he was feeling unprepared as he had no context on the history of the project. He asked what are the issues the board needs to decide and asked if he could have a written summary of this. Mr. Taylor said he would put together a memo. Chair Fracht said he would hope to draw this out at the hearing, but ahead of time would be nicer. Mr. Taylor also said he is happy to chat with Mr. Jennings as well. Vice-Chair Kiley said gravel pits are considered differently. It is not a change of use, but when it changes owners and no excavation has happened, the new owner must get a new permit. Mr. Taylor said the use from a zoning standpoint does not change. Mr. Taylor said there is case law that sets precedent for abandonment, but this gravel pit had not been abandoned. Vice-Chair Kiley said there are still piles of gravel sitting there, just because it is not being taken out does not mean it is not still a gravel pit.

Mr. Taylor will summarize the history of the property.

Mr. Taylor said that the meeting had been warranted for the DPW, but he could put together a closed-circuit for the kitchen area as well. The room will accommodate 80 people according to the fire code.

**IX. NEW BUSINESS:**

None.

**X. NEXT MEETING:** August 10, 2022**XI. ADJOURNMENT:**

*A MOTION was made by Vice-Chair Kiley to adjourn the meeting at 9:12 p.m.*

*The MOTION was seconded by Mr. Vermeer.*

**Roll Call Vote:**

David Fracht (Chair), Dan Kiley (Vice-Chair), Phil Vermeer (Secretary), Tim Jennings, Jim Bonner (Alternate and Videographer), Whitney Banker (Alternate) **all voting Yea.**

**None voted Nay.**

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508 **None Abstained.**

509

510 *\* The Vote on the MOTION was approved (6-0).*

511

512 Respectfully submitted,

513 Whitney Banker

514 Recording Secretary