



TOWN OF NEW LONDON, NEW HAMPSHIRE

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**PLANNING BOARD
REGULAR MEETING
MEETING MINUTES
Tuesday, June 9, 2015
7:00 PM**

MEMBERS PRESENT: William Helm (Chair); Paul Gorman (Vice Chair); Michele Holton (Secretary); Janet Kidder (Board of Selectmen's Representative); Jeremy Bonin; William Dietrich; Elizabeth Meller (Alternate); Tim Paradis (Alternate); and Marianne McEnrue (Alternate)

MEMBERS ABSENT: Emma Crane

STAFF: Lucy St. John (Planning and Zoning Administrator), Chris Work (Recording Secretary)

Call to Order: Chair Helm called the meeting to order at 7:00 PM. He asked Liz Meller to sit in for Emma Crane, who is absent tonight, and she agreed to do so.

Introduction of New Members

Board members welcomed Janet Kidder, who is replacing Peter Bianchi as the Board of Selectman's Representative to the Planning Board. Chair Helm explained that every year the Board re-organizes itself and changes committee assignments.

Election of Officers

Chair Helm noted that the next order of business for the 2015-2016 Planning Board was the election of officers for the positions of Chair, Vice Chair and Secretary.

MOTION WAS MADE (Paul Gorman) AND SECONDED (Jeremy Bonin) to nominate William Helm for the position of Chair. Since there were no further nominations, the board voted to elect William Helm as Chair of the Planning Board, with Bill Helm abstaining. MOTION WAS APPROVED.

MOTION WAS MADE (Jeremy Bonin) AND SECONDED (Michele Holton) to nominate Paul Gorman for the position of Vice Chair. No further nominations were made and the board voted to elect Paul Gorman as Vice Chair of the Planning Board, with Paul Gorman abstaining. MOTION WAS APPROVED.

MOTION WAS MADE (Jeremy Bonin) AND SECONDED (Bill Dietrich) to nominate Michele Holton for the position of Secretary. There were no additional nominations, and the board voted to elect Michele Holton as Secretary of the Planning Board, with Michele Holton abstaining. MOTION WAS APPROVED.

Review and Action on the Minutes of May 5th and Site Walk Notes May 20th (Owls Nest and Pike Brook Roads)

The May 5th Minutes were briefly reviewed.

MOTION WAS MADE (Liz Meller) AND SECONDED (Jeremy Bonin) to approve the May 5, 2015 minutes as written. MOTION PASSED UNANIMOUSLY.

The May 20th Site Walk Notes were briefly reviewed.

MOTION WAS MADE (Paul Gorman) AND SECONDED (Michele Holton) to approve the Site Walk Notes of May 20th (Owls Nest and Pike Brook Roads) as written. MOTION PASSED UNANIMOUSLY.

Public Comment

Robert Stahlman was present to discuss possible zoning map changes to expand the commercial district, in the vicinity of his office building, which is located at 74 Pleasant Street.

Mr. Stahlman provided a brief history of the site, businesses that have occupied the building over the years, and current and past parking issues, including the need to rent off-site parking spaces to accommodate the various tenants of the professional office building.

He displayed a map showing the lot and adjoining properties. He would like the Board to consider possibly changing the zoning in this area to commercial, as a commercial parking lot is not a permitted use in the residential zoning district. He added that the lot is completely surrounded by commercial properties. If the board would consider rezoning the lot, Mr. Stahlman asked whether it would be possible to subdivide the property, since there is 1.3 acres. Or, if the lot cannot be reclassified as commercial, perhaps a parking lot on residential property would be allowed?

Mr. Stahlman noted the building has not been fully occupied from 2005 until last year, and he does have enough parking spaces for the current tenants. However, he has had to turn down two additional tenants because he cannot offer them a parking area. Mr. Stahlman feels he will need access to more parking spaces in order to sell the building. He reminded the board that this office building is one of only two in town.

Chair Helm mentioned that he believed there were four condos in that area as well. Marianne McEnrue clarified that Mr. Stahlman's intention would be to purchase the whole lot and then turn the area in back into parking spaces? Mr. Stahlman replied that he would like subdivide the lot and build parking spaces in the back. Mr. Stahlman explained, that if the property were rezoned, he would suggest that the back half would be zoned commercial and the front part would continue to be residential.

Ms. St. John explained that Mr. Stahlman had inquired about changing the zoning, and she explained the zoning amendment process, which includes a vote of the Town and public hearings. She also had discussed the Zoning Board of Adjustment process, should he want to consider filling an application to the ZBA for a variance. She suggested to Mr. Stahlman that he may want to discuss these issues with the Board, as the Planning Board will be reviewing zoning amendment ideas for the March Town meeting.

Chair Helm asked Mr. Stahlman if he understood that any zoning change has to be presented and voted on at the annual town meeting. There is also the option of going before the ZBA and asking for a variance on that property. Chair Helm emphasized that it would be unlikely for the town to agree to hold a special town meeting for a re-zoning issue. Mr. Helm noted the Planning Board will be working over the next few months to prepare proposals for zoning amendment changes. He explained that the ZBA would decide whether Mr. Stahlman could have commercial parking in a residential zone, if he submitted a variance application for their consideration.

Mr. Stahlman replied that he could not wait until next March, so he probably would put this request before the ZBA. Chair Helm reiterated that this would be the fastest route to get the matter resolved.

Janet Kidder indicated that she has a conflict of interest in this matter, because her family owns property abutting the Stahlman property. She said Mr. Stahlman had approached the family about using this property for parking, but they did not want their green space paved over. She also noted that she has not ever gotten the sense that the town wants to increase the commercial area in New London. She agreed it would be quicker to go through the ZBA at this time.

Michele Holton commented that it made perfect sense for Mr. Stahlman to claim a hardship by not having access to sufficient parking space for his commercial building, and she thought the ZBA would consider it. Mr. Stahlman agreed that he will contact the ZBA about this issue.

Paul Wutz, Owls Nest Road

Paul Wutz stated that he lives at 153 Owls Nest Road and owns the driveway that starts at Rt. 103A and goes to the northern boundary of his property. He apologized for his inability to make the earlier Planning Board meetings. Chair Helm pointed out that the conceptual discussion regarding the High Pines Subdivision Plan is on the agenda as #9 and this would be discussed later in the meeting.

Amended Agenda Item

Chair Helm also mentioned that a clerical error had occurred and a conceptual discussion with Colby Sawyer College had inadvertently been omitted from tonight's agenda. The agenda is amended, under Other Business to include a discussion about Colby Sawyer College plans to repurpose the use of McKean Hall, from a dormitory to offices.

Tree Cutting Applications (Shoreland Overlay District)

- Ryan property located at 143 Lighthouse View Road. Tax Map 115-001-000. Application received March 18, 2015. Proposal to remove two (2) hemlock trees. Tree cutting approved April 7, 2015 contingent on receipt of a remediation plan. Continued from the May 5th meeting. Mr. Ryan was present to discuss the remediation plan. Chair Helm commented that it was a very comprehensive remediation plan.

MOTION WAS MADE (Michele Holton) AND SECONDED (Liz Meller) to approve Mr. Ryan's remediation plan as presented. THE MOTION PASSED UNANIMOUSLY.

- Mulhern property located at 157 Owls Nest Road. Tax Map 141-001-000. Application received May 13, 2015. Proposal to remove two (2) trees. Mr. Mulhern was present to speak on his own behalf. He showed photographs of his property and pointed out one tree on the lake that the woodpeckers have gone after, and said it is leaning toward his boat slip. Another tree close by is rotted out underneath. Chair Helm emphasized that no site walk has been done, and the plan is not in a format that shows all Mr. Mulhern's property. Mr. Mulhern emphasized that the tree near the lake is fractured and a good wind will take it down. He said when he submitted the plan, no one informed him that it was inadequate. Chair Helm asked board members if they wished to waive a site visit – board members agreed that the tree looked pretty bad – and all concurred the tree should go. Janet Kidder commented that is unfortunate the Planning Board makes people jump through hoops to take trees down.

MOTION WAS MADE (Michele Holton) AND SECONDED (Janet Kidder) to approve the Mulhern tree-cutting application as presented. THE MOTION PASSED UNANIMOUSLY.

Lot Merger Application

- Pike Brook Road Revocable Trust, Jacqueline M. Hudkins, Trustee. Property located at 96 & 98 Pike Brook Road. Tax Map 135, Lots 8 and 9. Zoned R2, Shoreland Overlay District. Pike Brook Road is a private road. Chair Helm noted this request does not violate any current ordinances nor does the property have any violations. He suggested that unless someone had an objection, the application should be approved.

MOTION WAS MADE (Jeremy Bonin) AND SECONDED (Liz Meller) to approve the merger of lots 8 and 9 on property located at 96 and 98 Pike Brook Road. THE MOTION PASSED UNANIMOUSLY.

Site Plan Application and Public Hearing

- **The Millstone Restaurant at 74 Main.** Property located at 74 Newport Road. Tax Map 059-32-000. Owned by Thomas and Vicki Mills Trust. Zoned Commercial. Proposed outdoor dining deck in the front of the building. Waivers requested. Plan prepared by Frank Anzalone Associates. A conceptual plan was discussed at the May 5th meeting.

Mr. Anzalone and Rick Stockwell were present. Mr. Anzalone gave a brief overview of what the Millstone Restaurant would like to do. He explained, the owners propose to add outdoor seating to the right of the main entrance. A doorway will be added leading beyond the window. There will be seating for 16 outside. Current indoor seating is 116. The restaurant now has 30 parking spaces and needs 8 more. Mr. Anzalone has a letter from Jeff Owens, who owns the dry cleaning store/laundromat across the street, agreeing to lease 8 parking spots to the Millstone for the next 20 years.

Chair Helm referred to Ms. St. John's staff report noting the site history, and that Site Plan Review and waivers have been granted for the site over the years. Ms. St. John noted that the applicant has asked for numerous waivers. The Board determined that this is not a project of regional impact and that no site visit was necessary, as most are quite familiar with the site. Abutters were noticed and a public hearing will be held this evening.

The Board then focused on a key issue, which was the parking requirements. Chair Helm referred to the Off-Street Parking Regulations of the Site Plan Regulations, Appendix A and other parking provisions. Chair Helm commented that the restaurant would need 38 parking spaces and only has 30. This is a de facto use of this property. The Planning Board has always allowed the restaurant to go ahead with 30 parking spaces.

- ✓ 10% provision- That lease spaces shall not exceed 10% of the total number of parking spaces required. It was noted that Mr. Owens only has 4 parking spaces on his property left if he leases eight (8) parking spaces to the Millstone. The board will not want to agree to such a lease for 20 years, as this is not a viable solution.
- ✓ Extending the parking lot- Michele Holton asked about the possibility of extending the parking lot on the right and Frank Anzalone said there was no available land on the lot.
- ✓ Reducing seats inside- Mr. Stockwell said his volume is up only after 6:00 or 6:30 PM, so he would consider reducing the number of seats inside. Michele Holton thought that was a great idea.
- ✓ Time limit on a parking lease- Mr. Anzalone asked if the board would consider a time limit on the lease. Chair Helm responded that the property has less parking than required by the present regulations, so it has an informal variance, and maybe the board would want to waive the requirement for offsite parking for this situation. Chair Helm feels the board would have to discuss this further, noting that people who are not able to park in the parking lot will seek other places that are empty without a formal agreement.
- ✓ Waiving the parking requirements- Marianne McEnrue asked if the board could waive the requirement to meet parking regulations. It was explained that the parking provisions

are in the Site Plan Regulations, to allow the Board flexibility, and so that parking issues can be addressed without an applicant needing to get a variance from the Zoning Board of Adjustment, as they currently would if they were specifically included in the Zoning Ordinance.

- ✓ Parking spaces available on other lots or use at other times of day- Bill Dietrich asked if people have parking spaces open at certain times of the day, why can't they lease them. Liz Meller observed that a lot of people park at Scytheville Row without permission. Marianne McEnrue observed that the businesses in Scytheville Row are not generally open in the evening. She wondered whether the Millstone would need additional parking during the daytime. Ms. McEnrue suggested that it might be useful to think about a variable parking requirement in Scytheville Row. In response, Frank Anzalone said Richard Stockwell had approached the owner at Scytheville, but was told they barely had enough parking spaces for their own businesses.
- ✓ Current and previous parking requirements- Lucy St. John commented that quite a few businesses in town do not meet the parking regulations and they probably did not meet them initially, as well.
- ✓ Granting waivers to the parking- Paul Gorman said his concern is that the board needs to think about how it keeps granting waivers. There is this parking regulation and the board wants to be sympathetic to businesses, but at some point, someone is going to come along and the board is going to say no. And then there will be an issue. Janet Kidder commented that she considered the parking regulations too restrictive and recommends they be reviewed and revised, as the current ones are archaic. Her feeling as a business owner would be to grant the waiver. Jeremy Bonin said he still feels that the board should stick with the regulations. In the interim, he advised that it would be acceptable to have a net zero increase in persons, and then tackle the problem in the future. Reduce the seats inside.

Public Hearing Opened.

Frank Anzalone said the outdoor seating would only be opened in warmer weather and will close when the restaurant closes. He noted they did not have much bar business after 9:30 or 10 PM. Mr. Anzalone added that there will be some simple bistro lighting, there are no deliveries after 11 AM, and there will be no outdoor entertainment. Marianne McEnrue asked where the bistro lighting would be, and he answered above the deck. Mr. Anzalone also stated that there is a birch tree that will remain in the middle of the deck. Air conditioning will be relocated to the left. All plantings will be reused.

Walter Goddard, an abutter said he and his wife Eleanor own the Concord Coop Building next to the restaurant. He explained that he and his wife thought the addition was going to go in the back. He had advised the people who rent the building from them that this Planning Board meeting was being held and encouraged them to show up, or give the town a call, and since no one did, he considers it a sign that they have no concerns.

Chair Helm asked Mr. Stockwell if he had a liquor license for the outdoor addition and Mr. Stockwell responded that he needed approval of assembly to get a liquor license. There will be no change in signage. Chair Helm said a variety of waivers would have to be approved, all of which were normal when making minor changes. Snow storage is not an issue.

Janet Kidder asked if the Police Department had weighed in on this. Ms. St. John referred to the comments from the various departments included in the staff report. She noted that Chief Andersen has commented, noting he initially thought the proposed deck was going to be in the back, and he didn't have any comments. He didn't provide any additional comments once learning that the improvements were proposed for the front of the building.

Chair Helm stated that it appears there are no issues granting waivers, except for the parking. Jeremy Bonin recommended keeping the number of seats at 116 and granting a waiver on 5 parking spaces, not 8. Mr. Stockwell repeated that he thought adding this outdoor deck would increase business. He noted that a lot of people are not aware that the building is a restaurant.

Frank Anzalone said he had no problem reducing the inside seats when outside seats were in use. He will ask for a waiver of 5 parking spots.

Public Hearing closed.

MOTION WAS MADE (Jeremy Bonin) AND SECONDED (Bill Dietrich) - To approve all the waivers requested and approve the Site Plan with the following conditions:

1. Waive the current parking requirements for five (5) additional parking spaces with the condition that there will not be an increase in the total seating capacity, which is 116 seating spaces and thirty (30) parking spaces; and
2. The indoor seating will be reduced when the outdoor dining seating is used.

THE MOTION PASSED UNANIMOUSLY.

Conceptual Discussion

- **High Pines Subdivision Plan.** Property owned by Samuel, William and Amelia Stevens. Located at 217 Owls Nest Road with frontage on Lake Sunapee. Tap Map 135-001-000. Zoned R-2, Residential and other overlay zoning districts. Proposal to subdivide the property for one additional lot and upgrade a section of Owls Nest Road. Plan prepared by Clayton Platt, surveyor. A conceptual plan was discussed at the May 5th meeting and Site Walk conducted on May 20, 2015.

Clayton Platt was at the meeting to bring the board up to date. Mr. Platt said the Stevens' just want to know where the board is on this matter. Lucy St. John referred to the comments included in the May 20th Site Walk minutes which were approved by the Board earlier this evening.

Chair Helm asked if they were just interested in feedback from the board and abutters at this time, and Mr. Pratt replied in the affirmative. Chair Helm explained that this is conceptual discussion, and a continued conceptual discussion from the May 5th meeting.

Chair Helm asked for comments from the public, noting this is not a public hearing.

Paul Wutz (TM 141-001-0030). Mr. Wutz who had spoken earlier in the meeting, reiterated that he lived on Owls Nest Road and his property starts from 103A up to and through the northern boundary of his property. He was not able to come to the last meeting or the site tour. Mr. Wutz said that in the last 30 days or so, he has been privy to a flurry of e-mails from abutters. He owns that private road, but no one has contacted him about permission for a second right of way. Mr. Wutz maintained that up until last Saturday, nobody had approached him for authorization to widen the private road or install one or more various turn-offs. On Saturday, Mr. Wutz received an e-mail from Mr. Stevens, who wrote that he had a request: "Would you mind? I am going to be widening my road in a couple of weeks and would like to install a turn-off in your driveway." Mr. Wutz responded to Mr. Stevens that he was confused. He was not aware any of this was going to take place. Mr. Wutz asked board members if he could see the Stevens' application, but Chair Helm replied that no application had been submitted. This was just a conceptual discussion.

Mr. Wutz said notes from the site walk had not been posted on the Town's website. He is concerned how this subdivision proposal might impact his private driveway. He showed a plan and pointed out his driveway. He noted the driveway was upgraded in 2001. Chair Helm said he assumed his deeds have easements allowing people to pass through these properties, and Mr. Wutz acknowledged he did, and observed they go back for decades. Mr. Wutz said there is only a right of passage, however, not an easement.

Mr. Wutz explained a cistern was installed at the time of subdivision. The other two lots beyond the three which were subdivided do not have access to that cistern. He said there is another cistern down the road.

Mr. Wutz commented the turnaround is on Mulhern's property and is an existing turnaround. Mr. Wutz said his presumption would be that in order for Stevens to successfully split his lot, he would need a second driveway for access to his property. He noted that no one had talked to him about this either. Mr. Platt disagreed. Mr. Wutz said he is not sure, depending on the proposal and where the turnout would be, that this might lead to major logging activity. Wutz noted that there is a turnout area that is near the fire cistern area. The swing out that goes to the cistern that might do, but Mr. Bonin replied that it is not long enough.

Barbara Kreisler (Tax Map 135-002 and 003). Said she is an abutter to the Stevens property. She asked the board if the Fire Chief had indicated how big the road would be. She noted that a number of the families do not use their property in the winter. She commented that she does use this end of the road, but not that much, so why should she have to pay for it, and she never really wanted the road to be updated anyways. She commented she likes the narrow

road, and prefers that the lots not be subdivided, but understands that they can if they meet the regulations.

Mr. Mulhern (Tax Map 141-001-000) asked who is going to pay for the improvements to the road? He commented that all the residents on the road don't contribute to the road maintenance specifically noting that Mrs. Kreisler doesn't pay her share or contribute to homeowner's association. He commented that Mrs. Kreisler says she has a deeded right-of-way, right of passage, but it isn't in his deed and he hasn't seen it, so he believes she does not have a deeded ROW.

Bruce Putnam (Tax Map 135-006) commented that road was improved to the Stevens some years back, and allows a fire truck to pass. Bruce Putnam volunteered that he might be mistaken, but said the current road is 14 feet, plus two feet on either side, which makes it 18 feet.

Chair Helm asked those individuals who had taken part in the site walk for comments.

- ✓ Paul Gorman noted that as one walks down the road, some driveways are large and very different, and then the road narrows down. Mr. Gorman acknowledged that the Fire Chief does want the road widened. Paul Gorman stated that he agreed with Mr. Bonin. He thinks the board has an opportunity to get the road enlarged and improved.
- ✓ Liz Meller commented that with the size of fire trucks these days, some trees might obstruct them and turnarounds are important to lay lines to the cistern. Liz Meller thought the bridge would not be able to hold the fire trucks. She added that there is a lot of concern about how to reach this property in case of fire and getting water there, and fire hoses would need to be laid to reach some of the structures. Liz Meller noted the road had already been widened to 14 feet, and she wondered whether the residents are required to widen it further, since it is a private road. This will change the entire nature of the road.
- ✓ Jeremy Bonin commented that two trucks cannot pass each other on that road as it exists. Jeremy Bonin told Mr. Platt the board is only considering one turnaround. Mr. Bonin agrees with improving the road where they can, but during this subdivision, the remainder of the road should be brought up to the same standard or they will end up with a section of unimproved road. His recommendation is that the Stevens' should improve the road up to Kreisler's lot line. He noted that there is a turnout area near the fire cistern area, but it is currently not long enough.

Chair Helm noted that the Planning Board can rule on safety rules regarding the road. Chair Helm asked board members if they thought Chief Lyons' recommendations should be adhered to. He said Mr. Platt is looking for some indication whether the road is fine at 14 feet, or is 20 feet necessary? Mr. Platt reported that Chief Lyon had indicated he would like to see an area of Owl's Nest Road with driveways widened to 24 feet for safety reasons. Mr. Stevens plans to pay for that.

Chair Helm commented that the Planning Board would probably like to see the improved road extended to the end of the Stevens' property lot line. It would like to see someplace where the fire truck could pass on the first three properties. He is hearing that Mr. Stevens has agreed to pay for all that and will work with the homeowner's association. He is also hearing Mrs. Kreisler say she wants to exercise her right to go across that road. Mrs. Kreisler replied that she had not heard a good enough reason so far. Chair Helm continued that the road - starting with Mulhern's property with the existing turn-in - should be 18 feet, and should be extended to Kreisler's property line, but this width would not be for the road area which pass over the Mulhern, Niehaus or Wutz properties. Mrs. Kreisler observed that her property comes to a little point, so none of this will really impact her property. Chair Helm stated that if the road is going to be improved, it should be done to improve safety. He asked Ms. St. John if the issue is about safety, can the board be relieved of liability. Ms. St. John responded that conditions and responsibility for maintenance can be addressed during the process.

Other Business

- ✓ **Zoning Amendments 2015 – Update of Town Voting.** Chair Helm proposed that the Planning Board make another try at modifying the sign provisions. He suggested it might be a good idea to ask people who have been opposed to the zoning amendments proposed for 2015 work with the board, and asked staff to contact Sue Andrews and Tom Cottrill specifically to attend the July 7th meeting to discuss sign issues with them, and to put an notice in the Shopper, to invite others to share their concerns and comments about the sign ordinance, and how it might be improved upon. Paul Gorman commented that the board would have to do a better job of publicizing the discussions. With the most recent attempt public opposition occurred before the new zoning ordinance had been framed. Tim Paradis commented that he thought people hadn't fully understood that the board was trying to improve on what was there. He noted a lot of misinformation was published at the last minute.
- ✓ **Zoning amendment process/timeline for March 2016 Town Meeting.** Since Town Meeting has been moved back to March from May, Chair Helm noted that the board has lost two months to do its work. He has received suggestions of all sorts of areas to work on – natural resources is one. Also, accessory structures, ground-based solar systems, livable tree houses, density, and accessory uses are all subjects that need to be explored. The NH Senate is still working the final version of SB 146 and it looks as if other college towns have weighed in on that. It has been suggested that the board might want to have a different set of regulations for Elkins- look at the historic elements/historic district, take a closer at some zoning districts such as the area near the Barn Playhouse, commercial areas and any other areas such as that suggested by the recent discussion by Robert Stahlman. Chair Helm asked board members to get any items of discussion or suggestions they might have to Lucy St. John in the next week and she will share that information with members at the next meeting.

- ✓ **Site Plan Amendments-** The Board discussed the need to review the Site Plan Regulations, particularly the parking requirements. Chair Helm noted that changes to the Site Plan and Subdivision Regulations do not require a vote at Town Meeting, but would require a public hearing.

- ✓ **CIP Subcommittee update on Meetings of May 15 and May 29; and Site Visits conducted on May 22 and May 27.** CIP Subcommittee meeting scheduled for Friday, June 12. Bill Dietrich gave the board an update on what the CIP Subcommittee has accomplished thus far. He said that the next meeting is scheduled for Friday, June 12th. Committee members at this point have some sense of the issues, with storage at the forefront. Those that attended the site tours, noted that Richard Lee is very knowledgeable and thanked him for input in this process. Michele Holton commented that the tours were interesting and eye-opening. Many buildings are in need of upgrading. The Friday, June 12th meeting will be a recap of what the members have all learned and they will discuss what work product the committee wants as a result of these discussions. Bill Dietrich cautioned that this is a planning process. He thinks the committee wants to ask the town where it is going in the next 10 or 20 years. Capital projects are important, but people need to be involved in the discussion early on. Mr. Dietrich recommends that the committee not take on too much all at once.

- ✓ **1941 Building.** Chair Helm advised board members that the School Department is raising the question of the Town's interest in the 1941 building (old elementary/middle school). It would cost \$300,000 to tear it down and the School Department does not want to winterize the building. Mr. Helm noted that the chair of the Budget Committee brought forth this topic. Janet Kidder commented that the building offers storage and parking, and many things this town needs. Parking, especially, is a very big issue. Selectman Kidder wondered if the Police Department could use the building, or perhaps the Recreation Department, and that many departments have outgrown their existing space. She commented that the 1941 Building and location is a value local asset and there are many positives into looking at this site. She said she personally thinks it would be unfortunate to lose that building.

Bill Dietrich said the town does not have 10 years to figure out what it wants to do with that building. Selectman Kidder suggested it might be valuable to have meetings with residents of New London and tell them what the 1941 building offers the town. Let them know what the needs are of the various town departments. Ask folks if they want to increase space or buy new space. She commented that this is almost like the Master Plan again. A lot of departments have grown out of their space, and the Transfer Station is a perfect example. Chair Helm cautioned that the board might want to avoid rekindling the Community Center discussion. Janet Kidder emphasized that the building issues remain and long-range planning should be done. Tim Paradis reiterated that townspeople need to be involved in the discussion, saying that unless a majority of people in town are invested in these changes, nothing will get done.

- ✓ **Pike Brook Road Revocable Trust (Tax Map 135, Lots 8 and 9).** Attorney Stephan Nix and Greg Grigsby, Pellettieri Associates were in attendance and asked if the Board had any questions on the State Shoreland applications, noting the Lot Merger was approved earlier in the meeting. Liz Meller asked about the improvements to the septic systems. Greg Grigsby commented they will be replaced, as the current septic systems were questionable at best.

- ✓ **Colby-Sawyer College – McKean Hall, proposed change of use.** Lucy St. John informed the board members that Colby-Sawyer College is proposing to move the faculty of the Nursing Department from their current quarters in the Caretaker's Cottage to McKean Hall which is currently a dormitory for 49 students. She discussed that this is a change of use, and advised the College that they need Site Plan Review. The College has asked for some clarification from the Board, and if Site Plan Review is needed. Before requiring the College to go through the site plan review, she said she would discuss it with the board this evening. Lucy St. John read a section of the brief Executive Summary CSC provided dated Jun 8, 2015 explaining that CSC is seeing to repurpose McKean Hall, currently used as a residence hall for 49 students into an office building housing Nursing Faculty which numbers 22 individual and allows for further additions to our nursing faculty in two to three years. Individual residence rooms will be converted to office space. Large residence rooms will be converted to a mixture of conference rooms, storage rooms, break rooms, etc.
 - ✓ Paul Gorman asked if the College intended to decommission the building as a dormitory and Chair Helm answered probably yes, enrollment is down. Marianne McEnrue questioned what they were going to do with the Caretaker's Cottage. Chair Helm emphasized this is just a change of use. Jeremy Bonin asked if not requiring a site review would circumvent Fire Chief Lyon. Chair Helm said Chief Lyon had already looked at it and found no problems.
 - ✓ Lucy St. John noted that one of the issues, and one which has been previously discussed is the impact of student housing on the residential neighborhoods. She noted that a neighbor to the Sandra Rowse property at 18 Sutton Road, has filed an appeal of administrative decision for a building permit which was granted. The Rowse property has been used by students, and the neighbors are concerned. Similarly, the abutters to CSC and other residents may have some concerns if a dormitory is now being decommissioned to another use.
 - ✓ Michele Holton commented that she thought the whole issue was a tempest in a teapot. There is no external modification involved and if the College hadn't told the board what it planned to do, would we even know about it? She feels this will have no impact on the community. Chair Helm observed that dormitories are taxable property, and offices are not, but taxes is an issue for the tax assessors.

- ✓ Marianne McEnrue agreed that this would have no impact on the community. Jeremy Bonin asked why a college is different than a small office building. He thinks the College should come to the Planning Board because that is the regulation. Where do we draw the line? Janet Kidder noted that it is a use that is permitted in an institutional district, so she did not see any reason to have them go for a full site plan. She pointed out that, historically, it has been the intent to have the College be able to maneuver within the institutional regulations. She feels this change in use would be appropriate in an institutional zone. However, Liz Meller said she agreed with Mr. Bonin. She said she found it difficult to believe the College is taking an entire nursing department and moving it into a dormitory, and is not making any material changes.
- ✓ Bill Dietrich asked if this was a temporary or permanent change. Chair Helm commented that the College will do what it needs to do. Right now, they need to get their enrollment up.
- ✓ Paul Gorman said he thinks the Planning Board needs to be consistent. Bill Dietrich said he was inclined not to require a site plan since the College is not physically changing anything. Tim Paradis also said he felt a site plan was probably not necessary, but agreed with Paul Gorman about being consistent.
- ✓ Chair Helm advised board members to take a closer look at the regulations so it does not keep having this discussion. He agreed that the board must be consistent, so it needs to take a closer look at the regulations before the next meeting. Chair Helm felt the board did not have a solid majority on either side of the question.
- ✓ Janet Kidder commented that she did support the zoning ordinances, but when people are asked to come in and do site plans, it is expensive. If the Planning Board does not really see there is a significant change in what these folks are trying to do, she thinks the board should support that. Chair Helm responded that the board needed to be even-handed.
- ✓ Chair Helm said it sounds as if the board is split on this matter, so he recommends it ask the College to come in to the next meeting for Site Plan Review for the change of use to McKean Hall, with notification to abutters.
- ✓ **Tree Houses-** Ms. Lucy St. John commented she had two recent inquiries about tree houses. The Board agreed this is one of the many issues they need to address and including accessory uses and structures.
- ✓ **Meeting Schedule** -Chair Helm suggested the board add another meeting in August. He proposed adding August 4 to the schedule. All agreed.

- ✓ **Meeting Time** - Janet Kidder asked if the Planning Board meetings could be changed to 6 PM instead of 7 PM. Marianne McEnrue indicated that would be difficult for her because of work responsibilities. It was determined that everyone was OK with changing the meeting time to 6:30 PM. The meeting schedule will be updated to include the new meeting time of 6:30 pm.

Agenda Attachment List – see list for details including correspondence, State applications, informational items and other items.

Reminder -Future Meeting Dates –June 23, July 7, July 28, August 4 and August 11.

Motion to Adjourn

- ✓ Motion to Adjourn was made by Michele Holton and seconded by Paul Gorman.

Meeting adjourned at 9:20 PM.

Respectfully submitted,

Chris Work
Recording Secretary