



# TOWN OF NEW LONDON, NEW HAMPSHIRE

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## PLANNING BOARD APPROVED MEETING MINUTES September 27, 2011

**PRESENT:** Tom Cottrill (Chair), Jeff Hollinger (Vice-Chair), Tina Helm (Selectmen's Representative), Emma Crane (Conservation Commission Representative), Michele Holton, John Tilley, Deirdre Sheerr-Gross (Alternate), Paul Gorman (Secretary) and Peter Stanley (Planning & Zoning Board Administrator)  
**NOT PRESENT:** Michael Doheny (Alternate)

Chair Cottrill called the meeting to order at 7:00pm.

### Annexation of land, Little Briton Lane, Parker Trust

Mr. Stanley explained that the owners, Paul and Linda Parker would like to give a portion of their property to their daughter. They'd like to take a narrow piece of land from one parcel and annex it to another to do so. The result would be one 5.48 acre lot, and one lot 7.77 acres in size. The smaller lot would be counted as approximately 4 acres of buildable area due to wetlands present. Mr. Stanley noted that all the fees have been paid, the bounds have been set, and everything is order. The Mylar was there to be signed.

Mr. Stanley said the only thing he would still need were signed deeds. He suggested that the Planning Board approve this annexation contingent upon receiving signed, recorded deeds within 90 days.

**IT WAS MOVED (Deirdre Sheerr-Gross) AND SECONDED (Michele Holton) to approve the Little Briton Lane, Parker Trust annexation, contingent upon receiving signed and recorded deeds with 90 days. THE MOTION WAS APPROVED UNANIMOUSLY.**

### Site Plan Review (SPR) for a home business, DBA Burt Handyman, LLC

Ed Burt was there at the meeting and explained that he wanted to hire someone to work with him from his home business, which requires a site plan review. He noted that this all started with a sign he wanted to put up. In looking into the matter, he found that he needed a SPR to have someone else work with him from his home. Mr. Stanley said that the hearing was to permit Mr. Burt to have an employee and to have a sign put up. Mr. Burt indicated that it would be one employee, Mark Brady of New London. He explained that he uses his residence as a "home base" and works at other people's homes but occasionally has to return home to get more materials or drop things off. He sometimes does work at home building or refinishing things. With regard to traffic created by his business, he said that he gets maybe one client per month coming to his home, and two deliveries per week. This is not scheduled to change after the new hire is on board.

Ms. Sheerr-Gross asked about the noise he makes while cutting boards, etc. Ms. Marge Erickson, a neighbor of Mr. Burt's, was present at the meeting said that the noise wasn't any louder than a lawn mower. She was in support of Mr. Burt's intended change to his business. Ms. Holton added that Mr. Burt was well known for going to other people's homes to do work.

Referencing the lighting requirements that Mr. Burt had included on his plan, Ms. Sheerr-Gross asked the difference between Halogen and incandescent lights. Mr. Burt recognized an error on the plan; he had written 100K watts, maximum, but he actually meant that it would be 100 watts, maximum.

Chair Cottrill suggested they should go through the home business checklist. Mr. Stanley read through the checklist.

Mr. Hollinger arrived at 7:17pm.

It was decided that all items on the list had been addressed.

**IT WAS MOVED (Paul Gorman) AND SECONDED (John Tilley) to approve the home business for Ed Burt, DBA Burt Handyman, LLC. THE MOTION WAS APPROVED UNANIMOUSLY.**

Tree Cutting Requests in the Waterfront Buffer – Sue Andrews

Mr. Stanley said that this area has a densely vegetated buffer far exceeding the points required. Ms. Andrews has some clumps of hemlock trees which have been pruned down to appear as “shrubs.” They are not attractive-looking and she would like to take out several clumps of them and re-plant ten high-bush blueberry bushes and Mountain Laurels. Mr. Stanley said that by doing this she will still have more points than she needed. Ms. Sheerr-Gross asked how large the hemlocks were. Mr. Stanley said they were about 2”- 6” in diameter at the butt of the tree and the height was about 5’ - 6’ high. He felt that the blueberry bushes would provide for more light to get onto the ground covering and encourage a greater variety of vegetation to grow.

**IT WAS MOVED (Emma Crane) AND SECONDED (Jeff Hollinger) to approve the tree cutting request for Sue Andrews. THE MOTION WAS APPROVED UNANIMOUSLY.**

Lake Sunapee Region Center for the Arts, Micro Galleries at the Millstone Restaurant and the New London Inn

Mr. Stanley said that Annie Ballin from the Center for the Arts came in previously to talk about putting a micro-gallery (defined as a small space in an existing business where people come to view a minor selection of art. Also seen is information on how to purchase), similar to what was previously approved to go into a space at Zero Celsius. Ms. Ballin now wants to add a similar sort of gallery in the New London Inn and in the Millstone where paintings are hanging on the wall. She would like to put a sign up outside these businesses to advertise a micro gallery for the paintings. Mr. Stanley said that just because there were paintings on the wall, it doesn’t make it a business and according to their ordinance, no signs can be posted for something that is not a business. He did not feel that paintings on the wall would constitute it as a business. Mr. Hollinger said that usually signs are placed inside the business when there are displays like this. Mr. Stanley agreed and offered that a window display would be allowed and a permit would not be required.

Mr. Gorman asked if the Center for the Arts was there with a cash register, would they be able to have a sign. Mr. Stanley said that right now there is no mechanism for putting up a sign for a business that does not exist in the building. It is not a legitimate business at the site; they only have their product there.

Chair Cottrill thought if the micro gallery sign were to be placed directly on the existing sign of the business, so as to not require any more sign size, he would be in favor of it. They could not add a hanging sign to the present sign because it would add to the square footage of the sign that is currently there. It can’t be a separate sign but it can be included within the current sign.

Mr. Tilley wondered what items would be required to allow this to qualify as a business and does a quantity of product qualify? Mr. Stanley said that everyone has products within these sorts of businesses that could be for sale (scones, linens, etc...) and if this was allowed, you would have lots of signage for every business.

Ms. Sheerr-Gross said that in the interest of the Town and being open to the arts, would there be a way to help? Mr. Stanley said there is no mechanism to apply now however, the sign regulation may need to be tweaked to allow for this sort of thing in the future. It would be a zoning change and would require Town Meeting approval. Mr. Stanley suggested a sign committee convene every few years to consider issues such as this and to suggested changes to the sign ordinance. Mr. Gorman said that there was no reason the New London Inn and The Millstone couldn't put this information on their website and that she couldn't take out ads in the Kearsarge Shopper or even put a sign inside the place of business.

#### Colby-Sawyer College – Building Permit Request

Mr. Stanley received a request to install a walk-in cooler at Lethbridge Lodge. This building was constructed originally as a student center, but apparently, it is not well used. To encourage better use by students, they believe they will need to have a better inventory of food and drink, thus the need for increased refrigeration. Looking at a site map, the College proposes to add an ell with a walk-in cooler along with an entrance and a ramp for trash removal to a dumpster. They would continue to access the dumpster, accept deliveries and plow behind the building. There is no parking for the building. The question was whether they needed a SPR. The addition is 15' x 17' in size.

Mr. Hollinger asked if the college was already preparing meals in Lethbridge Lodge due to the overflow of students this year and if they are preparing meals, will that service expand? Mr. Stanley said he did not know about this but would check. He indicated that the building was set up to serve pre-packaged food but he wasn't aware that it is currently used for this purpose.

Mr. Stanley wondered if the Planning Board would like to go through a SPR. Chair Cottrill asked about the Fire Departments access to the rear of the building and that Chief Lyon should have a look at the site. Also, if they are preparing meals, is the building properly outfitted with fire suppression equipment for that food service. He didn't feel that a SPR would be needed, pending answers to these two questions. Mr. Stanley said he would go back to Colby-Sawyer with these questions to see what needed to happen.

Mr. Hollinger asked if the building would be having a change of use if it becomes a café-type place establishment. Mr. Stanley said that it would not, as that is what the building was set up to be in the first place.

Mr. Stanley said he would contact the College.

#### Approval of Minutes

**IT WAS MOVED (Michele Holton) AND SECONDED (Paul Gorman) to approve the minutes of August 9, 2011, as circulated. THE MOTION WAS APPROVED UNANIMOUSLY.**

#### CIP Committee

Chair Cottrill noted that during the following week the CIP committee would meet. The dates are Tuesday October 4<sup>th</sup> and Thursday October 6<sup>th</sup>, both at 7pm. Two representatives from the Budget Committee have been invited to attend. They are Jim Wheeler and John Wilson.

Mr. Stanley said that some of the department heads would be at the October 4<sup>th</sup> meeting and the rest would be at the October 6<sup>th</sup> meeting to discuss their capital item requests for the coming year. Mr. Stanley noted that the CIP is the Planning Board's function and that the Budget Committee members can offer their opinions, but that they were not voting members.

Chair Cottrill said there would be one more meeting on October 18<sup>th</sup> when the CIP will meet to finalize the CIP document. Then the committee will forward the document back to the regular PB for consideration. The PB then votes to forward the CIP document to the Selectmen.

Paul Gorman, Michele Holton and Tom Cottrill were the three members of the Planning Board who could attend the October 4<sup>th</sup> and October 6<sup>th</sup> meetings.

Mr. Stanley said that he would like to have someone from RPC take notes during these meetings to come up with a summary.

Other

Mr. Stanley noted that they would need to discuss the Planning Board's budget at some point. Chair Cottrill suggested adding this discussion to the first meeting in November.

**IT WAS MOVED (Emma Crane) AND SECONDED (Jeff Hollinger) to adjourn the meeting.  
THE MOTION WAS APPROVED UNANIMOUSLY.**

The meeting adjourned at 7:59pm.

Respectfully submitted,

Kristy Heath, Recording Secretary  
Town of New London