



TOWN OF
NEW LONDON, NEW HAMPSHIRE

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**NEW LONDON PLANNING BOARD
MEETING MINUTES
Tuesday, September 1, 2015**

PRESENT: Bill Helm (Chair), Paul Gorman (Vice Chair), Michele Holton, Jeremy Bonin, Tim Paradis, Janet Kidder (Selectmen's Representative), Elizabeth Meller (Alt.) and Marianne McEnrue (Alt)).

ABSENT: Bill Dietrich.

OTHERS IN ATTENDANCE: Tom Little of 98 Barrett Rd; Jim Perkins, Town Archivist; Marty Feins; and Bob Tucker, Elkins resident.

CALL TO ORDER: Chair Helm called the meeting to order at 6:30 pm.

Approval of Minutes

IT WAS MOVED (Jeremy Bonin) AND SECONDED (Paul Gorman) to approve the minutes of August 11, 2015, as circulated. THE MOTION WAS APPROVED UNANIMOUSLY.

Public Comments

Chair Helm welcomed new recording secretary Jennifer Vitiello.

Chair Helm asked if there was anyone at the meeting who wished to speak who was not on the agenda:

Marty Feins explained that he was here to represent his son, Jon Feins. He explained that Jon Feins had a minor subdivision approved for two more lots on his 181 acres in Sutton. Conditional approval was granted by the Sutton Planning Board in August. He explained that the conditions of approval from Sutton are related to drainage and approval by the Town of New London.

Ms. St. John that she had received an email from Jon Feins on Tuesday, Sept 1 asking to be on the Sept 15th agenda. She has not received the full plan sets yet, nor has Sutton posted the Notice of Decision or draft minutes of their meeting. This is before the Board per RSA 674:53 Land Affected by Municipal Boundaries, as access to the lots located in Sutton would be from Stonehouse Road in New London. Ms. St. John said she would be in touch with him to let him know what more is required.

Tree Cutting Application -Wustrow property at 575 Forest Acres Road. Tax Map 119-020-000.

Ms. St. John stated Mrs. Wustrow is a school teacher and lives in California and was unable to attend the meeting. Ms. St. John distributed to the Board a letter of support received from John and Mary Doyle of 533 Forest Acres Road dated August 31, 2015. The letter was received at the beginning of the meeting. She noted that the letter expressed full support and states that the Wustrows have shown themselves to be conscientious stewards of the Messer Pond watershed, and they are active members of the Messer Pond Protective Association (MPPA).

Ms. St. John explained that the Wustrow variance requests will be addressed at the Sept 14th ZBA meeting. She explained they have an existing cottage that will be taken down and plan to build a new house. Right now this tree is in close proximity to the existing house. This is a single tree and they have indicated the points on the New London application as well as the State Shoreland application, showing they have sufficient points.

- **IT WAS MOVED** (Michelle Holton) AND **SECONDED** (Jeremy Bonin) to approve the tree cutting request. **THE MOTION WAS APPROVED UNANIMOUSLY.**

Conceptual Discussion

Lewis property at 533 Little Sunapee Road, (Tax Map 033-002-000) and the Andrews property at 41 Camp Sunapee Road, Tax Map (033-003-000). Discussion of potential lot line adjustment. Zoned R-2.

Chair Helm stated this is a conceptual discussion. Ms. St. John stated both properties are legal non-conforming lots, as the current R2 zoning requires two acres. Lewis wants to add 35 feet to the back of his lot, as their house is very close to the existing property line, and this would give them a little more space. The Lewis's explained they have an agreement with Andrews to purchase the property. Ms. St. John stated there was sufficient frontage but by making one lot bigger and one smaller they both will still be legal non-conforming but to decrease the lot size a variance is needed. Ms. St. John explained that prior to submitting a lot line adjustment plan they wanted to discuss this conceptual idea with the Planning Board, and then proceed to the ZBA for the variance. The properties are on septic systems, not Town sewer, and have Town water service, not wells.

Other Business

Demolition Delay Review Ordinance

Chair Helm hoped everyone had chance to review the examples and other material included on the Town's website and this is a continued discussion from the August 4th meeting.

Several individuals spoke about the importance of this issue.

- ✓ Bob Tucker, Elkins resident stated that as the threat to historic structures becomes greater, there is a need to provide oversight concerning historic structure demolition.

- ✓ Tom Little of Barrett Road and a member of the New London Historical Society commented that New London has some significant old buildings that are important. He was asked if the Historical Society would support the formation of a Heritage Commission or Historic District Commission, he commented he thought they would.
- ✓ Jim Perkins, Town Archivist advised a demolition review ordinance and the formation of a Heritage or Historic District Commission would if nothing else allow time for the structure to be properly documented by taking photographs and documenting historical elements. He commented as most demolition delay ordinances do not result in actually saving a building from demolition.

Chair Helm provided an overview of the RSAs regarding establishing a Historic District Commission and or Heritage Commission, as this needs to be completed before a demolition delay ordinance could be enacted. Ms. St. John explained that this may take some time, and is generally done in steps such as establish the Commissions, and then drafting of an ordinance.

Chair Helm asked Board members if they were supportive of referring this matter to the Board of Selectmen for discussion as a possible Town Warrant article. Some concerns raised included the need to look very carefully as once restrictions have been put in place it could cause acrimony and pain to residents, and this might discourage potential buyers as they will have to adhere to restrictions/regulations.

Chair Helm noted that progress has been made to preserve the old structures in town and the next step is to figure out how to do this preservation. The Board agreed to refer this to the Board of Selectmen for discussion and consideration.

Site Plan Review Regulations- parking requirements

The Board reviewed Appendix A – Off-Street Parking Regulations and a revised draft version prepared by Jeremy Bonin. The revised draft version is organized by Land Use grouping Assembly, Business, Factory/Industrial, Mercantile-Retail Sales, Mercantile- Showroom, Residential (Multi-Family), Residential –Hotel/Motel and Residential-B & B. He explained that many of the uses in the current table can conveniently fit into one of these grouping categories, it makes the table easier to understand. The current table includes a category for hospital, College/University and Assisted Living/Extended Care Facility by review.

Board discussed:

- ✓ The current New London shopping center is really considered a neighborhood center by national standards shopping center standards.
- ✓ The table doesn't address agricultural uses, auto related facilities, and multi-use buildings such as Bayham or the Kidder Buildings
- ✓ How the square footage is measured (interior or exterior building dimensions)?
- ✓ Removing restrictions on parking when uses change but only when new construction happen,
- ✓ How to address non-conforming business.

- ✓ Noted that in some instances business is sort of self-regulating, if parking is not there, no business,
- ✓ How will this impact the multi-tenant buildings such as the Stahlman building?
- ✓ What does 1000 gross SF look like? The building behind Dunkin Donuts is 720 SF, Bonin's Architects building is 2,000 SF.

Discussion to continue at the Sept 15th meeting.

Zoning Amendments- discussion on tree cutting provisions

Chair Helm presented the need to get the Shoreland Ordinance including the tree cutting provisions cleaned up. Chair Helm commented that it is nice to have a member of Conservation Commission on the Planning Board serving as a liaison.

Jeremy Bonin presented a revised draft tree cutting application and instruction page for the Board's review. Noted the diagram in the current tree cutting application is good, but the rest of it needs some revisions.

Key issues of this discussion:

- ✓ What board, commission or person should be reviewing and approving tree cutting applications, should it be the Planning Board, Conservation Commission, Board of Selectmen or some person/code enforcement or some other entity.
- ✓ In previous discussions the Conservation Commission has expressed they don't want to be involved in site visits for tree cutting applications.
- ✓ Is it really necessary for the Planning Board and or Conservation Commission to even review tree cutting application, as most are approved, and especially if they have more than the 50 points required?
- ✓ If the Town hires a Code Enforcement person is this something this person would do?
- ✓ Suggest that maybe anyone cutting trees in the Shoreland Overlay District inform the Town in advance so if phone calls are received the Town can say they have their approval, meet the points, or don't need any additional approval. Need to streamline the process.
- ✓ Staff to invite Bob Brown, Conservation Commission Chair to the Sept 15th meeting to discuss this issue.

Discussion to continue at the Sept 15th meeting.

CIP Subcommittee - Memo to the Planning Board dated Sept 1, 2015

Chair Helm stated Bill Dietrich could not attend tonight. He referred to the memo dated September 1, 2015 from the CIP Subcommittee to the Planning Board. Chair Helm thanked the members of the subcommittee which included Bill Dietrich, Michelle Holton, Bill Berger, John Tilley and Rob Prohl.

Chair Helm explained that the report does not identify projects by priority, this is something the Planning Board will do. He also noted that recommendation #2 regarding the police station includes the words, “inadequate/very inadequate” as all the members of the subcommittee didn’t agree on this issue. He noted that Rob Prohl does not agree with recommendation #2. Mr. Prohl believes that if the recreation department vacates the building then dispatch can fill this space and this will give adequate space for police. Mr. Prohl thinks 1941 building should be acquired.

Chair Helm noted that John Tilley was not able to attend many of the CIP Subcommittee meetings due to his work, but he has talked to John Tilley and John Tilley agreed to all recommendations after careful consideration but would like to see more information as to how this fits into a broad plan for the town and not just bullets. Mr. Tilley hopes this will be included in the CIP discussions in the future, the CIP presentation to the selectmen and the budget committee.

Chairman Helm noted that the Planning Board will discuss the memo in more detail at the Oct 6th and Oct 20 meetings, prioritize the projects, and discuss the three projects included in last year’s CIP report, including equipment and vehicles critical to public safety, the Tax Map Correction project, and the Dispatch Center. The Planning Board will then present a new CIP document to the Board of Selectmen and Budget Committee.

Planning and Zoning Administrator’s Updates/Information

Ms. St. John briefly referred to the items on the agenda attachment list and asked if there were any questions. She provided a brief overview of the Aug 18th ZBA decisions, reminded the Board of the Municipal Law Lecture Series, and possible items which may be on the Sept 15th agenda.

Motion to Adjourn

IT WAS MOVED by (Michelle Holton), and seconded by (Marianne McEnrue) to adjourn the meeting.

The meeting adjourned at 8 pm.

Respectfully submitted,

Jennifer Vitiello, Recording Secretary
Town of New London