



TOWN OF  
NEW LONDON, NEW HAMPSHIRE

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NEW LONDON PLANNING BOARD

Regular Meeting

Tuesday, April 11, 2017

6:30 PM

**PRESENT:** Paul Gorman (Chair), Bill Dietrich (Vice Chair), Casey Biuso (Alt), Liz Meller, Tim Paradis, Jeremy Bonin, and Joseph Kubit.

**ABSENT:** Janet Kidder (Selectmen's Representative), Michele Holton, and Marianne McEnrue (Alt).

Casey Biuso was appointed in place for Michele Holton.

**STAFF:** Lucy St. John, Planning and Zoning Administrator

**OTHERS IN ATTENDANCE:** Matt Conway and Karen Conway (Grounds Coffee Café), John Ryan (Lamson Lane), David Carey (Pike Brook Road), and Michael Cornelio (New London Rotary Club).

The following sections of the minutes were as recorded by staff.

1. **CALL TO ORDER:** Chair Gorman called the meeting to order at 6:30 p.m.
2. **REVIEW OF MINUTES:** March 21, 2017 meeting.

The following changes were proposed:

Page 4, Section 11, item II, correction to the 2<sup>nd</sup> sentence to read: At the last meeting, they had Library Trustees and Sandra Licks from the Tracy Library attend to discuss repairs on the new addition. It was **MOVED** (Jeremy Bonin) and **SECONDED** (Liz Meller) **to approve the minutes, as amended.** The motion was **APPROVED UNANIMOUSLY.**

3. **ELECTION OF OFFICERS:** See Bylaws (month of April, following new Planning Board appointments).

Chair Gorman and Vice Chair Bill Dietrich asked for nominations. Paul Gorman explained that Janet Kidder would continue to serve as the Selectmen's Representative to the Planning Board.

- ✓ Liz Meller made a motion, seconded by Jeremy Bonin to elect Paul Gorman as Chair. Motion approved unanimously.

- ✓ Liz Meller mad a motion, seconded by Jeremy Bonin to elect Bill Dietrich as Vice Chair. Motion approved unanimously.
- ✓ Liz Meller made a motion, seconded by Bill Dietrich to elect Michele Holton as Secretary. Motion approved unanimously.

The following sections of the minutes were as per the Recording Secretary.

4. **PUBLIC COMMENT:** The Chair may allow public comment for items not listed on the agenda and may limit the amount of time for public comment.

There was no recording of any public comment.

5. **John Ryan Tree Cutting Application.** Located at 295 Lamson Lane. Tax Map 062-009-000. Town received Feb 17, 2017. Carryover from the March 21st agenda.

John Ryan presented his Application to the Board. He indicated that he had the Forester come in to look at the trees, who subsequently provided a report to the Board. He noted the dying tree that is leaning over the deck. He mentioned that Lucy St. John has come by to inspect the trees.

Tim Paradis inquired regarding the number of trees within each 50-foot cell, as the Board has not received a point count. Ms. St. John confirmed that she had gone to visit the property and had instructed Mr. Ryan that he needs to illustrate to the Board that his point count would remain in compliance, which couldn't be done at the time of the visit, as there was an abundance of snow on the property. Further discussion was held amongst the Board and Mr. Ryan regarding the point requirements.

**Motion to APPROVE Tree Cutting Application** with the following conditions:

- A. Plan showing the vegetation count for each segment to be submitted to the Town prior to the May 9th, 2017 Planning Board meeting.
- B. Planting Plan showing the planting scheme so that each segment will be replanted in sufficient quantity to equal or exceed the score that existed prior to the cutting, should the count not be in compliance.

**It was MOVED (Jeremy Bonin) and SECONDED (Tim Paradis)** to approve the Tree Cutting Application at 295 Lamson Lane. The motion was APPROVED UNANIMOUSLY.

6. **Phil Miller Tree Cutting Application.** Located at 74 Pike Brook Road. Tax Map 135-011-000. To remove one (1) tree in cell (4) with 94 points now and 84 points proposed. Town received application March 27, 2017.

David Carey appeared on behalf of Phil Miller to present the Application. He noted that the one tree in question, which is a red pine, is currently leaning towards the house. He

described the tree as going up about 25' and splits, with a 6' seam that comes down where they come together.

**Motion to APPROVE Tree Cutting Application.** It was MOVED (Bill Dietrich) and SECONDED (Jeremy Bonin) to approve the Application, as presented. The motion was APPROVED UNANIMOUSLY.

7. **Matt Conway, LLC, newly opened Grounds Coffee Café (aka CB Colburn Fine Gifts & Candy, LLC) Site Plan.** Discussion on extending the hours of operation and a conceptual discussion regarding adding a deck with seating in the front lawn area. Located at 374 Main Street. Tax Map 084-003-000. Zoned Commercial. Most recently discussed at the March 22 and November 15, 2016 Planning Board meetings.

Matt Conway presented the two issues to the Board, starting with the hours of operation. He indicated that he has received several requests to open his establishment at 7:00 a.m., rather than 8:30 a.m. He requested the Board approve a range of hours of operation, to open as early as 6:00 a.m. and to close as late as 9:00 p.m., seven days a week, although he has no intention of those being the static hours of operation, but would rather be allowed the flexibility to operate during those hours, when needed.

Much discussion was had amongst the Board Members and Mr. Conway regarding any restrictions that the Town places on hours of operation. The Board discussed and agreed that a revised Site Plan was not required to extend the hours of operation as presented during the discussion of the previously approved Site Plans. The Board commented that extending the hours afforded the owner flexibility in the operation of the business and promoted economic development in the downtown.

Mr. Conway described conceptual plan regarding the front lawn area, in terms of outdoor seating. He requested that the Board allow outdoor seating for eight people on a small patio area that would be located either in front of the front window, or to the side.

Ms. St. John noted that she had previously instructed Mr. Conway that he would need to do a Site Plan in order to make the aforementioned changes to his property, which led to him approaching the Board this evening to obtain some clarification as to the parameters that he would need to adhere to in order to make such changes. Mr. Conway continued that, should outside seating be approved, he would be out of compliance in terms of parking, to which Chair Gorman stated that the Board has previously granted Waivers, when requested by other establishments, in such situations.

Further discussion was had amongst Mr. Conway and the Board regarding the proposed seating area. The Board also discussed other places in Town with outdoor seating including Tuckers, Hole in Fence, and Millstone at 74 Main Street. Ms. St. John indicated that Mr. Conway can submit a Site Plan and the steps will be taken thereafter to move it through the appropriate process. Mr. Conway stated his intention is to be able to present the Site Plan at the next meeting of the Planning Board.

8. **ROTARY SIGN:** Discussion about Rotary signs in the NHDOT Right-of-Way.

Bill Dietrich recused himself from discussion. Joseph Kubit was appointed in place for Mr. Dietrich.

Michael Cornelio appeared to discuss the placement of the Rotary sign at 114, entering New London from Route 11. He provided a brief history of the Rotary Club to the Board. Chair Gorman inquired whether the Rotary Club has considered placement on Route 11 from I-89, and also whether the Rotary Club was opposed to the Lions Club appending their sign to the same post, should they desire to. Mr. Cornelio stated they are open to any suggestions.

Further discussion was had regarding the type of sign, including size and reflectiveness; the placement, in conjunction with the proposed Welcome to New London sign; as well as the new Sign Provisions. Ms. St. John referred to the memo from Richard Lee of March 2017 regarding the installation of watershed signs placed about Town, and previous discussions about 12 years ago regarding organizations such as Rotary, Lions Club and others and the placement of signs.

**Motion to SUPPORT civic organization sign placement.** It was MOVED (Chair Gorman) and SECONDED (Jeremy Bonin) to support sign placement by civic organizations, such as Rotary; as well as suggest that this needs to be part of a larger sign cluster that says Welcome to New London. The motion was APPROVED UNANIMOUSLY.

9. **CONDITIONAL USE PERMIT** (CUP) Application for Accessory Dwelling Unit (ADU), discussion continued from the March 21, 2017 meeting.

The Board concurred that the last revision was good. Ms. St. John mentioned that there had been discussion on Plan-Link regarding deed restrictions and covenants. Discussion was held amongst the Board Members and Ms. St. John regarding the definition of an abutter, specifically who is required to receive notice. Ms. St. John referred to RSA 676:4, I (d)(1). It was determined that she does not have to bring the CUP back to the Planning Board once the subject of abutter notification is clarified.

**Motion to APPROVE CUP Application for ADU, as amended.** It was MOVED (Jeremy Bonin) and SECONDED (Liz Meller) to approve the Conditional Use Permit Application for Accessory Dwelling Unit, as amended. The motion was APPROVED UNANIMOUSLY.

10. Planning Board Tasks for upcoming year including but not limited to:

- ✓ Master Plan update discussion and formation of Subcommittees

Chair Gorman described the tasks that have been undertaken to-date regarding the Master Plan. He stated that the Subcommittee plans to meet with Steven Schneider,

the former Town Administrator in Enfield, who is now the new Regional Planning Commission (RPC) Director in the future. He went on to state that there is an intention to form two groups: one of which would be a small working group that would meet very regularly to continue to move the process along, as well as the process he believes that may be done to update the Master Plan; and a larger group, which would include members from civic organizations, business organizations, and citizens of the Town.

Further discussion was had amongst the Board Members regarding the process and formation of groups, as well as the topic of the Town changing and how residents would view and/or accept change. Chair Gorman wrapped up the discussion by reiterating that he would like the Board Members to submit lists of organizations that they feel should not be overlooked in forming the larger group.

- ✓ Zoning Amendments housekeeping items and other ideas

The Board expressed their thanks to Mr. Bonin and Chair Gorman for their extensive efforts in the Sign Subcommittee. Ms. St. John indicated that she had sent an email to the Board Members listing possible adjustments to be made to the Zoning Ordinances, to include, but not limited to:

- A. List the uses in each of the different Districts by Special Exception
- B. Discuss beach replenishment
- C. Definitions
- D. Changes to the ADU, in accordance with State Legislation

Chair Gorman suggested that Ms. St. John resend the email to the Board Members, and to put it on the agenda of the next Planning Board meeting as a specific thing to be discussed.

Chair Gorman requested that Ms. St. John scan over the history of the Zoning Board of Adjustments to see what has variances have been granted/not granted, to assist the Planning Board in their deliberations over Zoning Amendments.

- ✓ Site Plan Review Regulations- discussion of amendments process

Chair Gorman suggested that this be discussed at the next Planning Board meeting.

- ✓ Subdivision Regulations- discussion of amendment process

Chair Gorman suggested that this be discussed at the next Planning Board meeting.

11. **REPORT FROM PLANNING BOARD REPRESENTATIVES** of following Committees/Boards: Conservation Commission, Energy Committee, Board of Selectmen, Regional Planning Commission (RPC) and Subcommittees.

- I. Tim Paradis indicated that the Conservation Commission meeting was canceled due to snow. In terms of the Energy Committee, he indicated they're continuing to work on installation of solar on Town-owned buildings, i.e. the Town Garage, or on off-site Town sites; as well as integrating electric car charging.
- II. Janet Kidder was absent, and therefore could not provide an update on the Board of Selectmen.
- III. Liz Meller indicated that the Regional Planning Commission has not met since the last time, and that the meeting would be tomorrow, April 12th, 2017. The meeting would be regarding a plan to give grants to towns that have a large number of low-income families, which doesn't apply to New London. Ms. Meller also commented on the bus study, including the fact that the general consensus is favorable to having the bus service.

## 12. **OTHER BUSINESS**

Chair Gorman informed the Board that Michele Holton, Liz Meller, and he had attended a conference sponsored by Plan New Hampshire on March 31st, and summarized the issues presented, including demographic trends and livable communities.

## 13. **CORRESPONDENCE RECEIVED**

14. **AGENDA ATTACHMENT LIST:** See list for details including correspondence, State applications, informational items and other items.
15. **FUTURE MEETING DATES:** Refer to the Planning Board Meeting Schedule (as revised January 24, 2017) and the Town's website for updated meeting information. Next meeting scheduled for Tuesday, April 25, 2017.

## 16. **MOTION TO ADJOURN**

**MOTION TO ADJOURN the meeting at 8:10 p.m.** It was MOVED (Liz Meller) and SECONDED (Jeremy Bonin) to adjourn. The motion was APPROVED UNANIMOUSLY.

Respectfully submitted,

Victoria O'Connor  
Recording Secretary  
Town of New London, NH