



TOWN OF NEW LONDON, NEW HAMPSHIRE

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NEW LONDON PLANNING BOARD

Regular Meeting
Tuesday, May 23, 2017
6:30 PM

PRESENT: Paul Gorman (Chair), Bill Dietrich (Vice Chair), Liz Meller, Tim Paradis, Jeremy Bonin, Janet Kidder (Selectmen's Representative), Marianne McEnrue (Alt), and Joseph Kubit (Alt).

ABSENT: Michele Holton and Casey Biuso (Alt)

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

OTHERS IN ATTENDANCE: John Raby, Intertown Record; Todd Fleury, Kearsarge Regional School District (KRSD) Facilities Director; Winfried Feneberg, Superintendent KRSD; Kim Hallquist, New London Town Administrator; Matt and Karen Conway, Grounds Coffee Café; Frank Anzalone, Architect; Peter Winship, Lakeshore Drive; Scott Griswold, Hayes Road; Tom Little, Barrett Road; Nancy Donnelly, Sawyer Lane; Maureen Prohl, Wilmot Center Road and Clayton Platt, surveyor.

CALL TO ORDER: Chair Gorman called the meeting to order at 6:30 p.m.

REVIEW OF MINUTES: May 9, 2017 meeting.

Motion (Jeremy Bonin) and **SECONDED** (Janet Kidder) to approve the minutes as presented. Bill Dietrich abstained from voting. The motion was **APPROVED UNANIMOUSLY**.

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. None.

Kearsarge Regional School District (KRSD) demolition permit application submitted for the 1941 Building. Located at 114 Cougar Court. Tax Map 073-076-000.

Todd Fleury, Kearsarge Regional School District (KRSD) Facilities Director and Winfried Feneberg, Superintendent gave a brief overview of the plan to demolish the 1941 Building. They explained:

- funds for the demolition would be available after July 1st 2017 per the School District budget process;
- competitive bidding process;
- public involvement has been part of the process;

- space to be used as green space/blue stone and maybe overflow parking in the future, but no definitive plans at this time;
- building is a safety issue including code issues, mold and asbestos; essentially it has been abandoned for about nine (9) years;
- preservation of the mural has been discussed with Jim Perkins and others.

Karen Conway inquired why it was going to be removed.

The Planning Board reviewed the provisions of RSA 675:54 that states either the governing body or planning board of the municipality may conduct a public hearing relative to the proposed governmental use. Suggested that the School District do a press release and in the press release ask for parties interested in the preservation of the mural contact the School District soon.

Motion (Bill Dietrich) and SECONDED (Jeremy Bonin) that the Planning Board not conduct a public hearing, per RSA 674:54 Governmental Land Uses. The motion was APPROVED UNANIMOUSLY.

Colby-Sawyer College Hogan Sports Facility Site Plan Application and Public Hearing. Located at 541 Main Street. Tax Map 085-033-000. The project includes interior renovation and addition of locker rooms.

Frank Anzalone, architect provided a brief overview of the project, including showing photographs of the existing and proposed changes. He discussed the comments from the Fire Chief regarding the relocation of the fire alarm panel, and the concerns raised by the Police Chief regarding cameras to monitor issues related to items stolen in the locker rooms.

Chair Gorman opened the public hearing. No members of the public in attendance. Public hearing closed.

Motion (Jeremy Bonin) and SECONDED (Tim Paradis) that the Planning Board approve the Site Plan with the condition that the fire alarm panel be relocated per the requirement of the New London Fire Chief and waivers granted. The motion was APPROVED UNANIMOUSLY.

Jane W. Heald Trust Tree Cutting Application. Located at 488 Lakeshore Drive. Tax Map 037-012-000 (old #037-01A-000).

Peter Winship explained that the trees are dead and or diseased and present safety issues to property and persons. The tree cutting was discussed and approved by the Conservation Commission at their May 17th meeting. Staff noted that she had visited the site prior to the Conservation Commission meeting, and the CC recommends approval.

Motion (Janet Kidder) and SECONDED (Liz Meller) that the Planning Board approve tree cutting plan as submitted. The motion was APPROVED UNANIMOUSLY.

Matt Conway, LLC, newly opened Grounds Coffee Café (aka CB Colburn Fine Gifts & Candy, LLC) Site Plan Application and Public Hearing. Located at 374 Main Street. Tax Map 084-003-000.

Matt Conway explained the proposed plan:

- Provided a brief overview of the changes to the site over the years and the current occupants.
- Emotional on the amount of positive feedback received from the community since they open the coffee café.
- The outdoor seating (8 spaces) would be seasonal, includes chairs and small tables.
- Distance from the front of the building to the sidewalk about 25 feet, other places have outdoor seating (Hole in Fence, 74 Main, Tuckers).
- Current parking spaces not typically filled at all times, and in the last 15 years, this has been the same.
- Some people park on Main Street, and others walk. Walking customers represent about 50 % of the customer base- including students, bank staff, Barn Playhouse and others.
- Duration of customer visits range from 15-20 minutes, basically enough time to drink a cup of coffee, some may stay longer, but this has not been an issue.
- Senior members of the community, like the ramp and accessibility.
- Want to put some decorative sparking light on the tree. Board agreed this is ok.
- Pervious pavers or may leave as grass, not to be a raised platform or a deck.

Board members questions and comments

- ✓ Duration of the average customer
- ✓ Density in this area of downtown, less an issue, as compared to the congestion near Dunkin Donuts and Tuckers area.
- ✓ Town Parking Study 2004 (Block 6) data reviewed.
- ✓ Outdoor seating conducive to walking, improving Main Street- attractive amenities and visually appealing
- ✓ Wi-Fi connection
- ✓ Preservation of the Oak Tree and protection of the tree canopy root structure
- ✓ Reviewed comments from the Town Health Officer

Chair Gorman opened the public hearing. No members of the public in attendance. Public hearing closed.

Motion (Jeremy Bonin) and **SECONDED** (Janet Kidder) to approve the Site Plan as presented with the condition that the trash receptacle be covered per the comments of the Town Health Officer, and a waiver to the parking spaces was granted for the additional eight (8) outdoor seats. The motion was **APPROVED UNANIMOUSLY**.

Thomas R. and Lois L. Little and John H. Rogers Revocable Trust Plan of Annexation and Lot Line Adjustment and Public Hearing. Properties located on Barrett Road and Dixie Lane. Parcels to include Tax Map 084-038-000 (Little); 084-038-001 (Little); 084-038-002 (Little) and 084-031-000 (Rodgers Trust).

Janet Kidder recused herself from the discussion.

Tom Little presented the plan, and the Clayton Platt surveyor shortly after. Tom Little explained that the current lots as configured were on the market but weren't selling. Staff provided a brief explanation of the layout.

Chair Gorman opened the public hearing. Scott Griswold, Hayes Road inquired about why type of structures would or could be built on the lot. Tom Little explained that the intent was for single-family home, and there is a pending offer on the property. Public hearing closed.

Board members inquired if the land could be further subdivided in the future, especially the land off of Dixie Lane. Staff noted that the plan before them is based on the current zoning and that if other changes to the lots are proposed in the future, it would be based on the zoning at that time. Tom Little explained that sewer and water are available. Clayton Platt commented that it is highly unlikely that further subdivision would occur due to the poorly drained soils. A board member inquired if they could or should stipulations be placed on the future sale or use of the property. The Board discussed that this would not be appropriate at this time, as it meets the current zoning. Staff noted the iron pins are shown, and referred to the provisions in the Subdivisions Regulations that iron pins shall not be considered permanent monuments. Clayton Platt noted that in some instances iron pins are used, as this is what is practical and what can be installed. Staff and the Board agreed.

Motion (Jeremy Bonin) and **SECONDED** (Tim Paradis) to approve plan as presented. The motion was **APPROVED UNANIMOUSLY**.

Other Business

Stevens Subdivision, Owls Nest Road:

Clayton Platt explained that the plan was approved with conditions. They hope to have the road improvements and other conditions fulfilled in the next week and will be submitting the mylars for signature. The Board agreed that after staff and Richard Lee approve the plans (mylars), they can stop in to sign the mylar, as the next meeting isn't until June 27th.

I-89 Commuter Transit Service Feasibility Study Final Report: Upper Valley Lake Sunapee Regional Planning Commission, April 2017.

Liz Meller inquired about the next steps related to the bus service and expansion of the Park-n- Ride lot referring to page 43 of the study which states: Based on the analysis, the lot could potentially accommodate an additional 110-144 parking spaces (see Figure 34), which is far more than would be needed for any of alternatives developed for the study.”

The Board discussed and asked questions regarding:

- ✓ Ownership of the Exit 12 Park-n-Ride lot,
- ✓ Who maintains and plows that lot?
- ✓ Who would pay for any improvements to the lot?
- ✓ Suggestion to consider the Transfer Station location for additional parking.
- ✓ Has a parking garage or multi-level parking area been considered?
- ✓ Bus service may not be expanded by the bus provider as it is just too expensive and not profitable.
- ✓ What is the history of the Park-n-Ride lot- when was it established and how did it come about?

Staff suggested and reviewed that nine (9) alternatives are discussed in the report, with Alternative 2, chosen as the preferred alternative. Janet Kidder commented that the New Hampshire Department of Transportation has many higher roadway infrastructure projects to consider. Staff suggested that if the Board wants to consider offering additional comments that a letter be sent to the Regional Planning Commission (RPC) and copied to the NHDOT, regarding the Planning Board's interest in further discussion on the potential expansion of the Park-n-Ride lot in New London and its overall viability to afford connections for improved transit in the region, as this is really a regional transportation issue. Chair Gorman asked Ms. St. John to draft the letter to the RPC, and the draft letter will be discussed at the June 27th meeting.

Meeting Minutes:

Chair Gorman referred to the memo from Kim Hallquist, Town Administrator dated May 23, 2017 distributed at the meeting regarding –Meeting Minutes. The Board discussed the memo, and agreed that the minutes will be posted as draft, and if amended, the final version will incorporate the amendments and be posted as the approved minutes. Chair Gorman noted that minutes are a summary and do not need to be verbatim. Janet Kidder noted that taking minutes especially for the Planning Board requires an additional level of detail. The Town is currently advertising for a recording minute taker.

Report from Planning Board Representatives of following Committees/Boards:

Conservation Commission, Energy Committee, Board of Selectmen, Regional Planning Commission (RPC) and Subcommittees.

Tim Paradis, Energy Committee and Conservation Committee report: Each committee will be meeting with the Board of Selectmen. Discussed potential solar location at various municipal sites such as the Transfer Station and sewer lagoon site. Conservation Commission will have a grand opening for the Hospital Community trail on June 13th.

Janet Kidder, Board of Selectmen (BOS) representative report: Noted that bids were received for the Pleasant Dam Project. Showed examples of the “Welcome to New London” signs designed by Bonin Architects.

Planning Board Alternative Energy Subcommittee: Paul Gorman noted that the Planning Board Alternative Energy Subcommittee will be chaired by Tim Paradise. Liz Meller and Jeremy Bonin

will also serve on the subcommittee. Tim Paradis noted that he will be meeting with staff soon to set up the first subcommittee meeting.

Master Plan update process: Chair Gorman provided a brief overview of the discussions thus far regarding the Master Plan update process. The Master Plan Subcommittee will be co-chaired by Paul Gorman and Jeremy Bonin. Chair Gorman noted that he will be meeting with Steve Schneider, RPC Director to discuss the Master Plan process, cost and how the RPC could be involved.

CIP update: Ms. St. John noted that Capital Improvement Program (CIP) process will need to be discussed in the coming months, as the Town Departments will be preparing their budgets for the 2019 budget process.

Correspondence Received- None discussed.

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

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 meet scheduled for Tuesday, June 27, 2017.

MOTION TO ADJOURN

MOTION TO ADJOURN the meeting at 8:14 p.m. It was MOVED (Bill Dietrich) and SECONDED (Jeremy Bonin) to adjourn. The motion was APPROVED UNANIMOUSLY.

Respectfully submitted,

Lucy A. St. John
Planning & Zoning Administrator
Town of New London, NH