

referred to a memo from the Fire Chief received this afternoon stating he has no issues with this application. Abutters were notified.

Bob Morse, Facilities Manager for Colby-Sawyer College; Todd Emmons, VP of Finance and Treasurer; and Dave Sauerwein from the College were in attendance to address any questions. Mr. Morse said Danforth Hall is the dorm closest to Susan's Swamp. They would like to convert part of a lounge into an office. Mr. Morse explained that they had met with Fire Chief Lyon. Mr. Morse explained that there would be no impact in the current parking as the people to use this office already works in the building and has a parking spot.

Public Hearing- no abutters were presented and no comments were submitted to the Board.

IT WAS MOVED (Jeff Hollinger) AND SECONDED (Michele Holton) to grant the waivers. THE MOTION WAS APPROVED UNANIMOUSLY.

IT WAS MOVED (Jeff Hollinger) AND SECONDED (Bill Helm) to approve the Site Plan as presented. THE MOTION WAS APPROVED UNANIMOUSLY.

New London Hospitality Holding (New London Inn) Site plan for change of Interior Layout (084-089-000).

Ms. St. John said that a staff report was not prepared. She explained that over the years there have been numerous site plan waivers granted for this property, including a more recent one for the space formerly occupied by "FACES" spa. The applicant has also asked for waivers of the Site Plan Regulation details. Ms. St. John referred to the emails received Feb 11 from Fire Chief, Jay Lyon; Richard Lee, Public Works and Ed Andersen, Acting Police Chief, they have no issues with the application.

Dan Wolf, owner was in attendance to answer any questions. Mr. Wolf said they planned to move one wall and remove a door-way that separated the space. They want to make it into one large shop.

Public Hearing- no abutters were presented and no comments were submitted to the Board.

IT WAS MOVED (Michele Holton) AND SECONDED (Emma Crane) to grant the waivers. THE MOTION WAS APPROVED UNANIMOUSLY.

IT WAS MOVED (Jeff Hollinger) AND SECONDED (Michele Holton) to approve Site Plan as presented. THE MOTION WAS APPROVED UNANIMOUSLY.

Kearsarge Area Council on Aging (KCOA). Located at 37 Pleasant Street. Tax Map 084-075-000. Changes to the interior layout.

Ms. St. John said that a staff report was not prepared. She briefly stated that the KCOA had been to the Board in years pasted. The applicant has also asked for waivers of the Site Plan Regulation details. Ms. St. John read into the record the email from Fire Chief, Jay Lyon received Feb 11, "I have met with KCOA multiple times and the drawing s submitted do not show the kitchen access. I have also been in contact with Dead River Company about the lack of compartmentalization of the mechanical room, since two of the doors have been removed. Dead River indicated that they would need to install a vent to the exterior of the building to get enough fresh air for proper furnace operation."

Nancy Friese from COA was present along with the contractor, Jay Preston. Mr. Preston showed the plan and noted that the blue walls would be removed and the yellow walls would remain. The computer room is going

to get a little bigger. Ms. Friese said that Chief Lyon was very helpful. She added that the changes will allow them to utilize space that currently is underutilized.

Public Hearing- no abutters were presented and no comments were submitted to the Board.

IT WAS MOVED (Peter Bianchi) AND SECONDED (Paul Gorman) to grant the waivers. THE MOTION WAS APPROVED UNANIMOUSLY.

IT WAS MOVED (Bill Helm) AND SECONDED (Peter Bianchi) to approve the Site Plan as presented with the condition that the comments of the Fire Chief are addressed as referenced in the email of Feb 11, 2014. THE MOTION WAS APPROVED UNANIMOUSLY.

Tree-Cutting Application: William Green, Jr. Property located on Clark Pond. Tax Map 120-003.000.

Ms. St. John said she hadn't visited the site but some Conservation Commission members had. She referred to the plan showing the points, and noting that each section of the property meets the points after the cutting. She said Mr. Allen from the Conservation Commission had reviewed the plan and expressed concern over the volume of trees to be removed.

Ms. Crane said it would have been helpful if they had the points added up and presented before the proposed cutting. They included the points after the cut, but not before. Ms. St. John said the property was quite vegetated and they marked the trees to be removed with pink ribbon. It would have been difficult, time-consuming and costly to count all the trees that were there. What will remain meets their point system's requirements. Ms. Crane agreed but her concern was that two of the areas are at 54 points after the cut, which is close to the 50 point minimum for a segment. Ms. St. John referred to the points system discussed in the Ordinance. Ms. Crane urged that those cutting the trees use caution so as not to unnecessarily damage any more trees.

Bill Green offered that the site was very wooded and hasn't been cut in a long time. The trees to be taken out are large Pine trees but said there were more than enough points remaining. Ms. Holton opined that the Planning Board should live by the computation that had been submitted as it is a very densely wooded area. It was noted that only three of the six sections of property would actually be cut.

Mr. Green also commented that he received his State Shoreland Permit, permit # 2014-00188. Ms. St. John noted that a copy of the State permit was provided to the Town via an email from Bill Green today, Feb 11th.

IT WAS MOVED (Peter Bianchi) AND SECONDED (Paul Gorman) to approve the tree cutting as presented. THE MOTION WAS APPROVED UNANIMOUSLY.

Tree-Cutting Application: Curtis property. Located at 19 Hutchins Cove Road. Pleasant Lake. Tax Map 051-007-000.

Ms. St. John explained that Mr. Curtis has contacted her and provided a photograph of the tree. The photograph was circulated for review. Ms. St. John conveyed that the tree had been struck by lightning and Mr. Curtis' tree person recommended it be taken down as it was a safety issue. She had explained to Mr. Curtis that if the tree was a threat to the house, person or structure, that he could make the decision to remove it prior to receiving Planning Board approval.

IT WAS MOVED (Jeff Hollinger) AND SECONDED (Emma Crane) to approve as an after-the-fact tree cutting as the tree was cut for safety reasons. THE MOTION WAS APPROVED UNANIMOUSLY.

Upper Valley Lake Sunapee Regional Planning Commission (RPC) - Presentation on Healthy Eating Active Living.

Christine Frost, Executive Director and Vicki Davis, Planner of the RPC presented the “audit” prepared by the RPC. The audit was to review the Master Plan, Zoning Ordinance, Subdivision Regulations and Site Plan Regulations. Christine explained the “HEAL” initiative, which stands for “Healthy Eating Active Living”. The audit provides a snapshot of how local regulations address land use issues such as walking, trails, local farm markets, agriculture and the food to table initiatives. She explained that the “audit” was offered to 27 municipalities in the Upper Valley region. Lebanon and Newport also participated in the study. She explained that they started looking at the Town’s policies to see if they were consistent with what has been outlined in the Master Plan and Master Plan Community Survey. She noted that there are some disconnects between the Master Plan and the provisions of the local regulations.

Ms. Davis reviewed in more detail the audit information presented as a handout to the Board at the meeting. She explained this is just a tool to be used by the Board as they engage in other discussions about Master Plan implementation or changes to local regulations and ordinances. She explained that basically, the Town’s ordinance and policies should be in line with the items that are within the Master Plan. There were a few places where Ms. Davis couldn’t figure out what the zoning ordinance said and perhaps the regulations and Master Plan need to be articulated a bit better.

Chair Cottrill commented that the Master Plan was recently updated in 2011 with numerous opportunities for public input, including the survey. He suggested that when the Master Plan is updated in the future that input from the RPC be sought in developing survey questions and preparation of the document. Ms. Frost commented that the RPC provides a range of planning services including various trainings and workshops.

Zoning Amendments – Draft Revised Language

The Board reviewed the revised draft language, which was previously provided and marked, draft for PB discussion on Feb 11 draft only.

Amendment #1, Docks and boathouse:

Rick Anderson (Conservation Commission) and John Wilson were in attendance. They asked if the Planning Board had been provided the Water Resources Working Groups and Conservation Commission handout dated 12/2013 which includes suggested language for other proposed amendments. Ms. St. John commented that indeed this information was previously provided to the Board. Rick Anderson and John Wilson asked why some of the “quick fix” edits were not considered as draft language for this year. Ms. St. John explained that the Planning Board had reviewed the information, and the draft language presented for review this evening reflects that Board’s wish to only have a limited number of amendments this year, and that all the subcommittees determined that the Ordinance needs a more complete review for next year.

Mr. Anderson asked about why the Conservation Commission’s draft language regarding Article XXII, Streams Conservation Overlay District provision to add language, “regardless of use” within the 100 stream is not include. He commented that the Conservation Commission wanted this clarified by adding the wording “regardless of use.” Ms. St. John reiterated the comments previously noted by the Board, in that the Ordinance will be reviewed in more detail for next year. It wasn’t overlooked but she thought it was a larger issue than it appears. The Planning Board decided to go with just the boat house and dock issue as proposed amendments this year. Chair Cottrill said he would take another look at the suggestions for this amendment again. Ms. St. John said she would resend this information to the Board again.

Chair Cottrill asked Rick Anderson and John Wilson if the language on the boathouse and docks was acceptable. They said they felt the proposed language achieved what the Conservation Commission had wanted. Tom Cottrill commented that the rationale explanation needs further refined. Chair Cottrill thought the rationale should include the fact that people cannot build a boat house over the water, and cannot build a structure within the 50' waterfront buffer. He thought it was confusing to say "construction of new boat houses is not permitted." He suggested they start 1b with the words "Maintenance and replacement..." He said C1 should say "Docks and Maintenance of Boat Houses are permitted..." C1b should say "No new boat houses are permitted." Ms. St. John would revised the rationale and draft language.

Amendment #2: Definitions of boat houses and functionally dependent use.

A minor edit was suggested, a colon be added to the draft language.

Amendment #6: Retirement communities as a permitted use within the Planned Unit Development (PUD).

Ms. St. John explained that following the meeting on Jan 28th, she met with Bill Helm and Anne Holmes, Board of Director of New London Hospital. The draft language presented for review this evening reflect that discussion and the input received by the Planning Board on January 28. As noted at the last meeting, the hospital wanted to work with the Planning Board to draft some language, or consider a petitioned zoning amendment. The rationale for the draft language was discussed as conveyed in an email to the Planning Board. The hospital didn't want to increase the size of the hospital institutional district, which would require a change to the current zoning map, and this would limit their ability to allow certain uses, as this is related to hospital funding sources and health care terminology. If the term "retirement care community" were listed as a permitted use in the zoning districts including the R1 and Commercial, this would expand the areas of town where the use would be permitted, and this need further discussion. Another idea was to take current PUD and incorporate some language to meet the needs of the hospital.

Chair Cottrill thought they should be more specific than using the term "retirement community." He asked if Hilltop was a retirement community. Ms. St. John said it is a development focused on housing those 55+. Ms. Holton said there is no age limit/requirement at Hilltop anymore because it was against the law.

Bill Helm said that the term "may provide" was changed to "and provide" in regards to healthcare. Hilltop wouldn't apply to this because they can't provide the things this new community would. Mr. Gorman said the community is set apart from Lyon Brook and Hilltop just from the first sentence; it talks about a continuity of care from going from independent to dependent. He thought it was a different kind of development.

Chair Cottrill said the key word seemed to be "care" and wondered if it could be changed to "Retirement Care Communities" to help set it apart from other communities. Ms. St. John said they could work on some language to reflect this.

Mr. Helm said the limiting age for the community being 55 was taken from the Peterborough ordinance language. The Board discussed the implication of "age" restricted provisions.

Ann Holmes urged the Planning Board to meet the March 11th deadline. They have investors and developers waiting for the zoning to be clarified before they jump on board. They will need to hammer out details with the Planning Board at the Site Plan Review. Ms. St. John said even though they have the public hearing in March, it wouldn't be voted on until Town Meeting in May.

The Board discussed the zoning amendment public hearing schedule and newspaper notification requirements as outlined in the memo from Ms. St. John.

Amendment #7: Adding the wording “As shown on the Zoning Map” with regards to the PUD Overlay District.

Ms. St. John said there was nothing in the Zoning Ordinance that references the area currently outlined on the Zoning Map as the PUD Overlay District, only the language in the text. She noted that in her limited research of old zoning amendments she wasn't able to locate when the zoning map was updated to show the area identified as the PUD Overlay District area. She asked the Planning Board if they recall the time frame. Mr. Helm suggested adding the rest of the zones, as the reference to this map should be included for all the zones. Mr. Helm said upon doing some research with Ms. St. John and town reports of the past, there were no maps mentioned the last time the PUD article appeared.

Amendment #3: Temporary signage and banner language.

Chair Cottrill suggested clarification on the definition of a banner, maybe including limits on size, how many banner could be on one site, and design elements. He noted the draft language provides the Board of Selectmen considerable flexibility in reviewing banner applications. Some minor edits were suggested, replacing “may be placed” with “may be displayed”. St. John reiterated comments from the last meeting regarding banner for events on the Town Green and how there needs to be some flexibility as to the number and size. Chair Cottrill thought it seemed to be wide open and a maximum should be stated. Mr. Gorman said it was up to the judgment of the Selectmen. Mr. Bianchi thought this was fine and the Selectmen could deem what was or was not appropriate.

Some other edits were suggested, including residential districts, clarification of by the day after, costs, and that the application should be filed by a representative of the organization and signed by the person responsible for securing the banner.

Amendment #4: Temporary Off-Site Directional Signs.

Several minor editorial edits were suggested.

Amendment #5: Temporary Off-Site Seasonal Signs for Civic Organizations.

Minor editorial edit suggested, “such as contributions made by civic non-profit organizations.”

Amendment #8: Preamble

Minor editorial edits suggested regarding words – recently and currently.

Feb 25, 2014 Meeting – Changed from Work Session to Regular Meeting

The Board decided that the February 25 meeting would be changed to a Regular Session to continue the discussion of the draft language and to set a public hearing date for the zoning amendments. They would try to submit the information to the newspapers by March 6 for a March 28 and or April 8 hearings.

Review of draft Zoning Amendment Language by Town Counsel.

The Planning Board asked that Kim Hallquist, Town Administrator review the draft zoning amendment language and that Town Counsel needs not review it at this time, unless the Town Administrator thinks input from Town Counsel is needed.

Review of Minutes

IT WAS MOVED (Emma Crane) AND SECONDED (Bill Helm) to approve the minutes of January 14, 2014, as amended. THE MOTION WAS APPROVED UNANIMOUSLY.

IT WAS MOVED (Emma Crane) AND SECONDED (Jeff Hollinger) to approve the minutes of as January 28, 2014, as circulated. THE MOTION WAS APPROVED UNANIMOUSLY.

Subcommittee Minutes

IT WAS MOVED (Jeff Hollinger) AND SECONDED (Emma Crane) to approve the subcommittee minutes from discussions regarding proposed zoning amendments, held on January 23, 24, and 27, 2014. THE MOTION WAS APPROVED UNANIMOUSLY.

Other:

Ms. Frost announced her departure at the end of the month as the Director of the Regional Planning Commission. She would be accepting the position of Director at North Country Council.

Motion to Adjourn:

IT WAS MOVED (Emma Crane) AND SECONDED (Paul Gorman) to adjourn the meeting. THE MOTION WAS APPROVED UNANIMOUSLY.

The meeting adjourned at 9:05pm.

Respectfully submitted,

Kristy Heath, Recording Secretary
Town of New London