

Minutes

Planning Board Meeting

June 4, 2020

As Chair of the Planning Board of the Town of Strafford, Charles Moreno opened the meeting by stating that he finds that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

The Chair then made the following announcements: Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I (the Chair) am confirming that we (the Planning Board) are:

- a) providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means. We are using the Zoom platform for this public meeting. All members of the Planning Board are able to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing and using the assigned meeting code or by clicking on the website address:
<https://us04web.zoom.us/j/77726773852?pwd=eHJwYzl2eVBKS3pDYXBpbG1RY3ZMdz09>.
- b) providing public notice of the necessary information for accessing this meeting. We previously gave notice to the public of the necessary information for accessing this meeting, including how to access the meeting via Zoom or telephonically. Instructions were posted on the website of the Town of Strafford at www.trafford.nh.gov.
- c) providing a mechanism for the public to alert the public body during the meeting if there are problems with public access: If anybody has a problem they were directed to call or email eevans.trafford.nh@gmail.com.
- d) adjourning the meeting if the public is unable to access the meeting: In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

The Chairman opened a brief work session in advance of the meeting at 7:02 PM. Members present were the Chair, Charles Moreno, Phil Auger, Donald Coker, Don Clifford, and Brian Monahan. The Chairman said that he hoped to begin holding work sessions so that Board members can work on ordinance and regulations updates, etc. in advance of the end of the year, noting a memo that Phil Auger had drafted last winter. Drafting regulations for Class VI roads was another suggestion. The idea of forming a committee to look into appropriate sites for cell towers was also noted. The Chairman wrapped up the work session discussion and opened the regular meeting at 7:34 PM by taking roll call attendance and having Board members introduce themselves. Members of the Planning Board in attendance were Charles Moreno, Chairman, Phil Auger, Brian Monahan, ex-officio member, and Donald Coker and Don Clifford, Alternate members. The closing date for applications to appear on the agenda for the July 2020 regular meeting will be 5 P.M. Tuesday, June 9, 2020; revised materials for continuing applications must be submitted by Tuesday, June 23rd. The Chairman then turned to the minutes of the May regular meeting. The Chair noted that both Donald Coker and Don Clifford would be designated as voting members this evening due to the absence of two of the regular members. Terry Hyland later joined the meeting at 7:55 PM. The Chair asked if there was a motion; Phil Auger moved to accept the minutes as presented. Donald Coker seconded the motion. The Chair then proceeded with a roll call vote: Phil Auger—aye, Donald Coker—aye, Don Clifford—aye, Charles Moreno—aye, Brian Monahan—aye. The motion was carried by unanimous vote in the affirmative with none opposed.

There were no items of new business. The first item of continuing business was the application of MANDY YOUNG for two-lot subdivision of her property located at 633 First Crown Point Road (Tax Map 19, Lot 70). Rick Turner, the surveyor for the project, has submitted revised plans showing many of the items requested by the Board at the December regular meeting. Mr. Turner participated in the Zoom meeting by speaker-phone; telephone service was occasionally interrupted during this discussion. Board members began by going through the checklist of items noted as missing and/or needing clarification at the December meeting. Mr. Turner advised that topography does not yet show on the plans but that the fieldwork is complete, and that he has not yet set final monuments as he wanted to wait for the

conclusion of this meeting. He will provide a separate sheet showing soils; test pit data was submitted for this evening. The new lot has been increased to 10.5 acres in hopes that it might be able to remain in current use assessment. Driveway turnouts have been added to the plan; the distance between the turnouts has not been calculated. Board members expressed concern that the proposed turnout locations on the main driveway may be more than 400 feet apart and also suggested that a turnout would probably be needed for the new lot. Mr. Moreno suggested that the first driveway turnout be shifted a bit farther to the southwest (left) to reduce the space between turnouts. It was suggested that this could be a condition of approval, and Donald Coker asked who would inspect and enforce that the turnouts were constructed. It was suggested that this would probably be the Fire Chief. Mr. Moreno suggested shading the shared part of the main driveway; Mr. Turner noted that the legal documents regarding the shared driveway have been prepared by that Board members had indicated in December that the Board did not need to review the documents. After some discussion, Donald Coker said that he was satisfied with the plans and other Board members agreed. Terry Hyland joined the meeting during this discussion. Board members agreed that the following items are still missing: topography/contours, soils, adjust the driveway turnouts, monuments, and surveyors and wetlands seals.

Phil Auger advised that he has an issue with the revised shape of the new lot, which adds a small square bump-out area to the new lot near the rear boundary. Mr. Auger said that he feels that there is no real advantage to doing that as he thinks that the house, garage, driveway and power lines will add up to too much area to keep the new lot in current use once it is developed. Subdivision regulation paragraph 2.6.2 states that contrived lot lines are not acceptable, and Mr. Auger, noting the adjustments made to the Leighton subdivision last fall regarding this same issue, said that he would prefer to see the lot line normalized. Mr. Auger offered to chat with the owners about current use, noting that often people believe that current use improves marketability. After considerable discussion, Planning Board members agreed with the suggestion that the boundary between the two lots should be a straight line and suggested bringing the line to the bump out in the stone wall at the rear.

The Chairman then opened the public hearing on the application. There were no comments. The Chairman then closed the public hearing. Board members then discussed whether to ask the applicants to return for the next meeting. Mr. Coker asked if Mr. Turner agreed with the Board's request to normalize the boundary line between the two lots. Rick Turner was able to reestablish contact with the meeting, and said that he agreed and if he cannot come up with something better, they will go back to the original proposed lot line. Mr. Moreno asked if the Board wanted to consider a conditional approval. Don Clifford said he felt that the Board needs to see the final shape of the proposed lots so Mr. Turner should come back next month. The Chairman advised that further consideration of the application would be continued to the next regular meeting to be held on Thursday, July 2, 2020.

The Chairman then advised Board members that Keriann Roman, the Board's consulting attorney for the Vertex Tower project, had asked if it would make sense to go forward and take care of the legal work for the municipal liability waiver and for bonding at this time, so that issues of concern are not forgotten or overlooked in the future. Board members agreed that the Selectmen would probably need to authorize the expenditure. After discussion, it was agreed that the Board should take a vote. Board members agreed that it would make sense to go forward now, and suggested that the Board make this recommendation. Terry Hyland suggested asking Atty. Roman for an estimate. Charles Moreno then asked for a motion to recommend that the work be done now, dependent on the town agreeing to the funding. Phil Auger so moved; Donald Coker seconded the motion. In discussion, Charles Moreno then moved to amend the motion to include requesting that Atty. Roman provide an estimate before going forward. Phil Auger seconded the amended motion. The Chairman then called a vote on the motion to recommend that the legal work on the liability waiver and bonding for the Vertex Tower project be done at this time, depending on the town agreeing to the funding and asking Atty. Roman to submit an estimate before going forward. The Chair noted that Terry Hyland is now present; Don Clifford will not be voting. He then proceeded with a roll call vote: Phil Auger—aye, Terry Hyland—aye, Donald Coker—aye, Charles Moreno—aye, Brian Monahan—aye. The motion was carried by unanimous vote in the affirmative with none opposed.

The Board then turned to informal business. Board members first reviewed a letter from Dawn Thivierge regarding a proposed esthetician business at 681 First Crown Point Road (Tax Map 19, Lot 72). Ms. Thivierge was present. She said that she hopes to open her business in her home. She would be seeing patients one hour apart to maintain distance, and would always only serve one person at a time as she offers personalized services. There would be no employees. Board members asked about the configuration of her driveway, and if there was adequate room for parking. She said that the driveway is wide enough to allow side by side parking if needed. Don Clifford noted that if she adds employees, she will need to come back to the Board. He then asked about waste disposal arrangements. Ms. Thivierge advised that she has permission to put her waste in a dumpster that does not go to the Strafford Recycling

and Transfer Center. Board members agreed that the proposal is in keeping with the ordinances and that a letter will be drafted. The letter will note that if the business grows, Ms. Thivierge must come back to the Board, and that business waste should not go to the Strafford Recycling Center. Donald Coker asked if she was aware of the sign ordinance, and Ms. Thivierge said that she was. Charles Moreno asked if there is lighting for the driveway for the winter months, and Ms. Thivierge said that there is lighting all the way to the doorway. Phil Auger advised that the Board and the town do welcome cottage industries, and noted that the Board just needs to be careful. Board members agreed and welcomed the business to town.

Board members then turned to a letter from Don McCallion Jr. regarding relocating his partner's hair salon into their home at 7 Jodi Lane (Tax Map 20, Lot 22-2). The proposal is for a one-person salon; Mr. McCallion has indicated that waste would go to a business dumpster and not to the Strafford Recycling and Transfer Center. There would only be one employee. Charles Moreno noted that he lives nearby and is familiar with the property and that there is plenty of space for parking in the driveway. Terry Hyland said that he is also familiar with the house and that he does not see any issues based on access or parking. Board members agreed that on the understanding that the proposed business is a one-person business and waste disposal has been addressed, the proposal as described in the letter is in keeping with the ordinances and that a letter will be drafted in reply. The Board's letter will note that if the business grows, Mr. McCallion/Ms. Hendrickson must come back to the Board, and that business waste should not go to the Strafford Recycling Center. The sign ordinance will be noted.

Board members then briefly met with Rick Cecchetti regarding whether or not he might be able to subdivide his land located on Brook Lane (Tax Map 11, Lot 94) in order to create a separate lot for his daughter. It was agreed that there is a problem with frontage and Phil Auger noted that there are extensive wetlands along Huckins Brook that would impact any potential development in the part of the lot located on the north side of the brook because of setback requirements.

Scott Whitehouse, the Fire Chief, was finally able to join the meeting and there followed a discussion of the driveway turnouts for the Mandy Young plan. Chief Whitehouse said that he would take a look at the property to see if he has any additional concerns beyond those expressed by the Board. Board members then agreed to schedule a work session for Thursday, June 18th at 6:30 PM to begin looking at frontage requirements and minimum building lot standards. There being no further business before the Board, Phil Auger then moved to adjourn the meeting. Brian Monahan seconded the motion, there was no further discussion. The Chairman called the vote. Phil Auger—aye, Terry Hyland—aye, Donald Coker—aye, Charles Moreno—aye, Brian Monahan—aye. The motion passed by unanimous vote. The meeting adjourned at 9:15 PM.