

**Ashland Planning Board Work Session
Minutes
March 26, 2014
Ashland Town Hall**

Members Present: Susan MacLeod, Fran Newton (BOS representative), Gordon McCormack Jr., Cheryl Cox (alternate, voting)

Members Absent: Liz Cody, Phil Preston (BOS alternate representative)

Others Present: Jennifer L. Hale (Tighe & Bond)

The meeting was called to order at 6:30 pm by Chairman MacLeod. Roll call was taken. Cheryl Cox was appointed as a voting member for this meeting.

**Case 2014-01: Tax Map 004-002-30, Northway Bank, 130 Main Street, Ashland, NH.
Subdivision of ~2.6 acres in the commercial zone into two (2) lots.**

The subdivision was previously approved at the March 5, 2014, Planning Board meeting. The mylar and 2 paper copies were signed tonight by Susan MacLeod and Cheryl Cox. The mylar will be forwarded to the Grafton County Registry of Deeds, one paper copy retained by the Planning Board and one paper copy retained by Dollar General.

Case 2014-02: Site plan, Lot 2, 1.719 acres in the commercial zone, submitted by Zaremba Group, LLC and Tighe & Bond, Inc. for a proposed 9,100 sq. ft. stand-alone Dollar General retail store with associated parking, landscaping, drainage and utility improvements.

Continuation of Board deliberation: Public comment closed. Consideration of conditions for approval from March 5, 2014, public hearing.

The Board informed the NH Division of Transportation (DOT) that no traffic count study is necessary. The driveway issue (curb cut) is still to be resolved with Northway Bank and DOT. Dollar General will return if any changes are needed.

A motion was made by Susan MacLeod, seconded by Fran Newton to:

Approve the Site Plan, Dollar General Store #15085, 130 Main Street, Ashland, NH, dated January 16, 2014, Tax Map #004-002-30 Lot 2, 1.719 acres in the Commercial Zone, from applicant Zaremba Group, LLC and Tighe & Bond, Inc., for a proposed 9,100 sq. ft. stand-alone Dollar General retail store with associated parking, landscaping, drainage, and utility improvements with the following conditions:

Condition Precedent:

Applicant obtains all necessary permits from the State of NH or any other governmental agencies necessary for site work;

Conditions Subsequent:

Change the style of sign on front façade (to stand-alone lettering)

Clapboard siding between columns on the 2 long sides of the building

Adjust retaining wall/fence location to meet setback

Provide an "as-built" post-construction survey

The vote was Yes-4, No-0. The motion passed in the affirmative. When all permits are obtained and site plan is updated, Tighe & Bond will bring in the site plan for signatures. The public hearing was closed.

Old Business

There has been no further input from Attorney Jack McCormack or the applicant regarding the condominiumization of the Walsh Trust property on Leavitt Hill Road.

Chairman MacLeod updated the Planning Board on the status of the ZBA cases of Dr. Lester (appeal denied) and Mr. McBournie/Mr. Bell (appeal denied).

Correspondence

David Ruell has submitted input from the Historical Society for Chapter 9 priorities of the Master Plan.

The Conservation Commission has submitted input for the table of priorities for the Master Plan.

Other Business

David Page contacted the Planning Board chair regarding procedures for opening a new business (nano-brewery) in the Scribner Building on Mill Street. He is in the process of obtaining all required state and federal permits, for a one-person operation. He was advised to come before the Planning Board at their next regular meeting (April 2) for a pre-application consultation.

Sue MacLeod and Eli Badger (Chair, ZBA) will be reviewing the various application forms for revisions. Some items under consideration for review include: separate form for waiving site plan review; position of notation to include licensed surveyors, etc. in the list of abutters; sliding or other fee structures; responsibility for verification of abutters' lists. The Planning Board members were encouraged to review the forms for usability and bring any suggestions back to the Board.

Sue MacLeod is continuing to work on the Economic Development Committee proposal, which she will present to the Board of Selectmen at their April 7 meeting. She has one more group to contact for input; the proposal may also recommend establishing subcommittees or ad hoc committees in addition to the core steering committee. She has been talking with local business people about both the Economic Development Committee and the Planning Board. The business people are interested in the concept of the EDC. However, business people are reluctant to be members of the Planning Board, due to the perception that negative pushback from Planning Board decisions sometimes may affect their businesses.

All she has spoken to acknowledge that Ashland has a lot of potential -- Ashland must embrace who we are; create a positive story about ourselves; when discussing regionalization, come across as a partner with something strong to offer.

Upcoming conferences and meetings were reviewed.

- LRPC Commission Meeting – 3/31/14, 6:00 pm, TCCAP Building in Tamworth.
<http://www.lakesrpc.org/newsdetails.asp?counter=632>
- Office of Energy & Planning – 5/3/14, 8:30am-4:30pm, Spring Planning & Zoning Conference at the Mountain View Grand Report in Whitefield.
<http://www.nh.gov/oep/planning/resources/conferences/spring-2014/index.htm>

Re-organization of the Planning Board for the new year has been tabled until there is a full board. Fran Newton's regular member position is now open, as she is now the BOS representative; Phil Preston is the alternate BOS representative. Both Phil Preston and Sue MacLeod are checking with various people regarding their interest in joining the Planning Board. Suggestions from other Board members are welcome. The Board will recommend to the BOS that Cheryl Cox be appointed as a regular member, and Liz Cody's appointment be changed from regular member to alternate member. There can be up to 3 alternate members on the Planning Board. Gordon McCormack Jr. is liaison to Conservation Commission.

Multiple threads are beginning to come together in town – HEAL project, bike/ped transportation issues, exploring grants from Citizens Institute for Rural Design (re: design standards), possible partnerships between various groups.

Fran Newton asked about the status of Lisa's Personal Training, which is moving in to the other half of Richard Ash's building. Lisa has asked if she needed a new sign permit – she is relocating a business that already exists in town and is using the same signage; the building has gone through site plan review and has been inspected. She was advised to inform the Planning Board of what she is doing and to check with Jim Van Valkenburgh regarding the sign permit. Most likely the site plan review would be waived. Richard Ash was also advised to sign the representative form so the Planning Board is assured that he is aware of what is being done by the tenant.

Further discussion of the proposed land use clerk position by the BOS may not occur until after re-alignment of the budget and other related issues. The advantages of the building inspector working closely and communicating with the Planning and Zoning Boards was discussed. Minutes that refer to specific cases should be cross-filed in the appropriate files.

Upon a motion by Fran Newton, second by Gordon McCormack Jr., the meeting was adjourned at 7:40 pm by Chair MacLeod.

Minutes submitted by Mardean S. Badger