

**Ashland Planning Board Work Session Meeting
Minutes
March 25, 2015**

Members Present: Susan MacLeod, Cheryl Cox, Mardean Badger, Fran Newton (BOS representative), Norm DeWolfe (BOS alternate)

Others Present: Kathleen DeWolfe, Stacey Lucas

The meeting was called to order at 6:30 pm by Chairman Susan MacLeod.

DISPOSITION OF MINUTES

- March 4, 2015 – **A motion was made (Newton) and seconded (MacLeod) to approve the minutes of March 4, 2015, as written. The motion passed in the affirmative, 3-0-1 abstention (Badger).**

CORRESPONDENCE

- The Planning Board received a letter from Craig Fournier (Fournier Foods LLC) inquiring about the availability of land for a poultry processing facility. The business was previously granted site plan approval by the city of Concord for the facility. Chair MacLeod spoke with Nancy Larson of the Concord Planning Department, who referred her to the minutes of the Concord Planning Board. The Concord process took 6 months, the project was approved (with remediation of odor and waste product disposal), and the applicant then withdrew from Concord. The Planning Board discussed available industrial space in Ashland and will gather additional details about appropriate space. We will await further contact from Craig Fournier.

OLD BUSINESS

- Site Plan Review, 84 Main Street, Stacey Lucas ('Fig Tree Gallery')
 - Stacey Lucas submitted diagrams of the parking and gallery entrance design. She has also met with Steve Heath regarding life safety recommendations and will work with him as she progresses. Life safety recommendations included emergency lighting, hard-wired smoke detectors, doors swing out, no use of garage area for car storage, etc.
 - **A motion was made (Newton) and seconded (Badger) to accept the application for waiver of full site plan review as complete. The motion passed unanimously, 4-0.**
 - If there are any major changes to the site plan, Ms. Lucas would need to return to the Planning Board. All life safety inspections will be satisfied. The notice of decision will remove the previous restriction of 2 cars in the parking lot. An application for sign permit can be submitted as soon as the Notice of Decision is prepared. In the future, Ms. Lucas will discuss use of the original driveway with DOT.
 - **A motion was made (Badger) and seconded (Newton) to approve the site plan with conditions (1) all building and life safety codes inspections will be passed and (2) one car allowed per designated space in the parking lot. The motion passed unanimously, 4-0.**
- Name Change - The Dragon Fly Antique Shop will now be called '*Corner Shoppe Antique and Collectibles LLC.*' A new sign will reflect the new name.

NEW BUSINESS

- Site Plan Review Waiver Application, Tom Peters, 79 Main Street
 - The new business will be a thrift shop called 'The Giving Tree.' Steve Heath has stated verbally that the life safety conditions are satisfactory, but a written confirmation will be requested.
 - **A motion was made (Newton) and seconded (Cox) to accept the application for waiver of full site plan review as complete. The motion passed unanimously, 4-0.**
 - Tom Peters has asked if the ground floor units could be converted to apartments in the future if he has difficulty renting to businesses. The Planning Board has discouraged apartments on the street level in the commercial area.
 - **A motion was made (Newton) and seconded (MacLeod) to approve the site plan with condition (1) report received from Steve Heath that building and life safety codes are passed. The motion passed unanimously, 4-0.**
- Pemigewasset River Local Advisory Committee (PRLAC), Ashland representative
 - Leigh Sharps (BOS) and Dan Stack (Conservation Commission) are Ashland's representatives to PRLAC.

OTHER BUSINESS

- Cheryl Cox will be attending the LRPC Regional Planning Meeting in Moultonboro on Monday.
- The Planning Board discussed the need to get other people involved in various town and regional committees.
- Potential issue – Miriam Brown has expressed concerns to Chair MacLeod about the expanding business of Jeremy Hiltz abutting her property on Owl Brook Road in a rural residential district. Issues include a new building, parking lot of heavy equipment, oily surface of puddles, lack of buffer between properties, noise. Chair MacLeod suggested she first use a neighbor-to-neighbor discussion approach.
- An inquiry was received from Carol Elliott regarding subdivision of lot 003-002-007 at 24 Collins Street. Chair MacLeod replied with information regarding flag or hammerhead lots and suggested she review the property file at the Town Office.
- The Planning Board will work further this year on the junkyard provisions referenced in the failed 2015 warrant article. Public education will be very important next year.
- Discussion of land use processes will continue at the Land Use Review Committee due to the failure of the proposed operating budget, which included a part-time Land Use Assistant.
- A concern has been raised by the Conservation Commission about washout and runoff from the EHFAR access road (private road). The Planning Board did not make any recommendations regarding that road.

The meeting was adjourned at 8:07 pm.

Minutes submitted by Mardean Badger