

**Ashland Planning Board
Draft Minutes
April 6, 2016**

CALL TO ORDER: Susan MacLeod called the meeting to order at 6:30 PM

MEMBERS PRESENT: Members present for the meeting were Fran Newton, Cheryl Cox, Susan MacLeod, Mardean Badger and Carol Fucarile

DISPOSITION OF MINUTES

The Ashland Planning Board minutes for February 3, February 24, March 2 and March 23 were reviewed individually.

- The February 3, 2016 minutes were reviewed by the members of the Planning Board. After a brief discussion Mardean Badger made a motion to accept the minutes as amended. Susan MacLeod seconded the motion. With 2 abstentions and 3 affirmative votes the motion was passed.
- The February 24 minutes were reviewed. Fran Newton made a motion to accept the minutes as amended. Mardean seconded the motion. With one abstention and four votes in the affirmative the motion passed.
- The March 2 minutes were reviewed. Carol Fucarile made a motion to accept the minutes as amended. Fran Newton seconded the motion. With all votes in the affirmative the motion passed.
- The March 23 minutes were reviewed. Mardean Badger made a motion to approve the minutes as corrected. Fran Newton seconded the motion. With all votes in the affirmative the motion passed.

PUBLIC HEARING

(Tax Map 23-001-002 and 23-01-18) Sharps Subdivision and Lot Line Adjustment Application. The Planning Board reviewed a checklist of information that needs to be included in a Subdivision and Lot Line Adjustment Application in order for the application to be deemed complete. At the conclusion of the review of the checklist and a review of all other information submitted there was a motion made by Fran Newton to accept the application as complete. Mardean Badger seconded the motion. With all votes in the affirmative the motion to accept the application as complete passed.

Kevin French addressed the Board concerning the Lot Line Adjustment advising that where there were 2 lots there are now 3 lots; that each lot had the proper frontage; each dwelling on the property had septic and changing the property from a family compound to discreet lots. Fran Newton made a motion to accept the Lot Line Adjustment and Subdivision. Mardean Badger seconded the motion. With all votes in the affirmative the motion passed. Public Hearing closed.

CORRESPONDENCE

The Planning Board received an online inquiry from Amanda Whitworth. She came before the Board to answer her questions about leasing or renting a space in town. She was interested in leasing space in the mill property presently owned by Andrew Lane. The space would be used for the use of dancing artists from the New York and Boston areas. There would be no revenue generated from the property; there would be no customers and no service(s) would be provided. It is a 700 square foot space and there is no intention on the part of Ms. Whitworth to rent the

space beyond September. The space has old wooden floors which are ideal for the art of dance. The following concerns were raised:

- Ms. Whitworth was inquiring about obtaining a full site waiver
- There will be no change in the footprint of the property or space
- No parking issues
- The hours of operation would be during daylight hours until just past dinner time
- No more than six people in that space at one time
- There is a collaborative team of 5; a composer; a playwright and her children
- Limited use and the space is not open to the public
- Ms. Whitworth will have to fill out a waiver form application
- Mr. Andrew Lane will need to sign off on a letter of authorization and be notified of steps being taken as Mr. Lane is the owner of the property
- Chief Heath needs to inspect the property
- The space will primarily be used for practice

Edward Adamsky came before the Board as the new owner of the 44 Main Street property located abutting a small part of Memorial Park land (the "Horse Trough"). He explained that the property has 4 apartments in the building; 2 apartments on the second floor, 1 apartment in the basement and 1 apartment on the first floor that he would like to convert to retail space possibly storage and office space. Mr. Adamsky would like to put a lawyer's office on the first floor and the other half of the first floor would be used for retail space. His plans are to put in a ramp to the first floor door making the building handicapped accessible. He has spoken with Steve Heath, Fire Chief, who has made a few suggestions about the space. Mr. Adamsky is awaiting Mr. Heath's report. Mr. Adamsky was advised to contact the Town Administrator concerning a code inspection for the property. He raised a concern about where the boundary line is for the 44 Main Street property. He was advised to go to the Town Hall which could give him a history of the 44 Main Street property. He raised a concern about the vegetation near his property and also near the park Horse Trough. He was told to contact the Memorial Park Trustees and the Garden Club concerning the vegetation issue. He raised a question about where the existing sidewalk ends and his property begins. It was suggested that he contact Chief Tony Randall, a surveyor familiar with town property, Samyn and D'Elia could find out the information or he could go to the Town Hall and look at existing records concerning the property. The property at 44 Main Street would house a law office dealing with Elder Law and Estate Planning.

The Legislature recently took up the issue of accessory dwelling units attached to single family housing for caregivers. This dwelling is within the single family housing or attached to a single family housing. It is not a separate dwelling but an attached dwelling for independent living for two.

Towns need to review this law. It also gives towns time to make any changes to existing zoning ordinances. Ashland does not need to make any changes as these changes are already reflected in our present zoning ordinances. This law will impact inspections done by Steve Heath. The law is set to take effect in June of 2017.

The Planning Board discussed their present Northern Pass Intervenor status. The following points were discussed:

- The some towns in Group 3 responded as grouped by attorney representation
- Ashland was not part of the objection letter sent to the SEC
- The Ashland Conservation Commission assented as a joiner
- The SEC is reviewing the objections brought by the towns
- The next Intervenor meeting will be Tuesday April 12 at Loon Mountain
- Ashland needs to know what to do next
- Ashland needs legal representation to find a place at the table
- Susan is putting together several questions to bring before the SEC with regard to land use.

The Planning Board reviewed the draft of a letter to be sent to businesses and property owners in the Commercial Zone along Main Street inviting them to a meeting of the Planning Board dealing with Design Standards. The Planning Board is looking for ideas, input and suggestions from the business and property owners about the design standards they would like to see in the Commercial Zone along Main Street in Ashland. The following suggestions were made:

- Use the word Greetings as a Salutation
- Commercial Zone and nonresidential property within the Commercial Zone
- Put list of upcoming meetings below the “please come and join us”
- First Wednesday singular
- Town Administrator comes first
- Ask Tom Samyn to assist with the architectural design standards

The Board discussed the upcoming Compliance Hearing scheduled for May 4. The following concerns were raised

- Send out letters of certification for the Compliance Hearing before April 27
- Schedule Site Walk for Tuesday, May 3 at 5 PM
- Ask the surveyor for an updated Site Plan of the property
- Updated Site Plan needs to be submitted to the Planning Board by April 27
- The Planning Board needs a Letter of Approval from DES for this property

The Board briefly discussed the installation of six traffic lights at the intersections of Owl Brook Road and High Trail Road with Route 3. The installation of the lights was needed to rebuild the bridge over Owl Brook on Rte. 3.

ADJOURNMENT

The next meeting is the Board meeting, will be Wednesday, April 27, 2016 6:30 PM at the Ashland Town Hall.

With nothing more to come before the Board Fran Newton made a motion to adjourn. Carol Fucarile seconded the motion. With all votes in the affirmative the meeting adjourned at 8: 15 PM.

Minutes submitted by Paula Hancock