

**Ashland Planning Board
Amended Minutes
December 7, 2016**

CALL TO ORDER: Susan McLeod, Chair of the Ashland Planning Board, brought the meeting to order at 6:30 PM.

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

MEMBERS ABSENT: Leigh Sharps was absent due to health issues.

PUBLIC HEARING:

Susan McLeod, Chair of the Planning Board opened the Public Hearing at 6:35 PM. Case 2016-12 M/L 016-002-002. Edward Adamsky and La Rocca Enterprises LLC came before the Planning Board for a Site Plan Review Application for 44 Main Street in Ashland. Present for the Public Hearing were Edward Adamsky, Christopher Solomon of Samyn-D'Elia Architects and John March of Mountain Mapping Surveyors.

The Planning Board reviewed the Site Plan Review Application for completeness and for its acceptance. The Board reviewed a checklist for the application. John March came before the Planning Board as the surveyor for the applicant La Rocca Enterprises LLC. With the Site Plan he showed the board members the property at 44 Main Street as well as the abutting properties. Fran Newton recused herself from the Public Hearing as she represents an abutter (on behalf of the Board of Selectmen, Town of Ashland) to the 44 Main Street property.

John March briefly reviewed the history of the 44 Main Street property.

- There were no deeds found that showed any distances on the property or the Memorial Park property.
- 1936 Highway Dept. map shows the existing building at 44 Main Street as well as an existing building owned at the time by Rose Rice. The Rose Rice building no longer exists on the 44 Main Street parcel.
- The Rose Rice building is shown on the current Site Plan for 44 Main Street
- It is suggested that there be a boundary line agreement at this time halfway between the existing buildings and the Memorial Park property.
- The Memorial Park property was purchased in 1968 to create a town park. In 1970 the Serles property was dedicated to the town and added to this original Memorial Park property. In 1993 the Memorial Park property was accepted by the Town of Ashland. In 1999 the trust and trustees were established, then rescinded and reworked in 2000. The Memorial Park property is town property.

The applicant, La Rocca Enterprises LLC, is proposing that the present property at 44 Main Street be rehabilitated and the present façade be replaced by a front porch as it was originally built and as seen in several historical photographs. The proposed handicap accessible ramp will be attached to the front porch and wrap around the side of the building on the Memorial Park side. The applicant would like 366 square feet of the Town's property to accommodate the ramp.

The Ashland Town attorney was consulted on the following concerns:

- To ensure that the Town and the applicant can do what is being proposed as expeditiously as possible and possibly without town voter approval
- Use of the proper legal language
- That it not be an easement but rather a conveyance of 366 square feet of land from the Town to a private citizen

Cris Solomon addressed the Planning Board as architect for the project representing Edward Adamsky, owner of the property at 44 Main Street. The applicant La Rocca Enterprises LLC proposes to:

- Remove the present front façade of the building and replace it with a porch across the front of the building as it originally existed.
- The handicap accessible ramp will come off the porch and around the Memorial Park side of the building
- Renovate the first floor of the existing building up to present codes
- There are 2 apartments upstairs (1,059 square feet; and 759 square feet) (rentals). They will remain
- There will be an apartment in the basement. It will remain.
- There will be an entrance for the apartments on the left front of the building
- There will be 735 square foot and 1,000 square foot offices on first floor.

Mardean Badger made a motion to accept the Site Plan Review Application Case 2016-12 M/L 016-002-002 as complete. Cheryl Cox seconded the motion. With four votes in the affirmative the motion passed.

Since there is a setback issue with the lot line adjustment issue the Applicant needs to go before the Ashland Zoning Board of Adjustment for a variance. Since there is an Application going before the Zoning Board of Adjustment it was the advice of the Planning Board to continue their Public Hearing until such time as the issues with the Zoning Board of Adjustment and land conveyance have been resolved. At that time there will be a joint Public Hearing with the Ashland Zoning Board of Adjustment and the Ashland Planning Board to resolve any issues and make a final decision on the Site Plan Review Application. The joint Public Hearing will be scheduled for Wednesday, January 4, 2017 at 6:30 PM at the Ashland Elementary School Library. Susan McLeod made a motion to continue the Public Hearing for 44 Main Street with a proposed joint meeting with the Zoning Board of Adjustment scheduled for Wednesday, January 4, 2017 at 6:30 PM at the Ashland Elementary School Library. Mardean Badger seconded the motion. With 4 votes in the affirmative the motion passed. Susan McLeod closed the Public Hearing at 7 PM.

The Memorial Park trustees have approved the present landscaping design of 44 Main Street. Samyn-D'Elia will work on finalizing drawings of the plans this winter looking toward beginning renovations sometime in the spring.

DISPOSITION OF MINUTES

The minutes of the Planning Board's November 16, 2016 meeting were reviewed. After review Mardean Badger made a motion to accept the minutes as written. With five votes in the affirmative the motion passed.

Andrew White came before the Planning Board for a consultation on the property at 17-19 Main Street Tax Map 016-008-004. Mr. White proposes to convert 17-19 Main Street from retail space to a space for light manufacturing. The property is designated in the Commercial Zone. The proposed space would need to be in an Industrial Zone. The concern with the property is the lack of parking in front of or near the property. Mr. White wants to use the space to assemble environmental sensors which would be shipped from his property via Fed Ex and UPS. There are only three employees for the business so parking would not be a concern. The Planning Board advised Mr. White to meet with the Zoning Board of Adjustment to apply for a special exception for the property. He was further advised that he could become an agent for the property owner. Mr. White would need to obtain a Letter of Authorization to enable him to represent the property owner. The property owner needs to be a party to all representations for the property. At this time Mr. White does not know if it will be a lease or purchase agreement for the property.

The Planning Board reviewed and discussed the wording of regulations pertaining to Driveway Applications and Signs. At the conclusion of the discussion it was determined that the Planning Board needs to discuss both these issues with Steve Whitley, Town Attorney, for further clarification, guidelines and clearer definition of entrance and exit signs for all businesses.

It was determined that Tony Randall dealt with the surveying of the campground property adjacent to NHNY Marina LLC. The Planning Board should contact Tony Randall for any documentation concerning the campground.

The Board reviewed a Letter of Intent from the Lakes Region Planning Commission with regard to a grant LRPC is applying for to assist towns with technical assistance regarding regional water protection. It was decided that the Planning Board will apply for LRPC technical assistance to assist them with technical language. The Planning Board will discuss this grant further with the Water and Sewer Department and the Conservation Commission.

The Board discussed briefly the concept put forth by Bristol of a circuit rider. This is a part time experienced town planner which Bristol and Ashland would share. Further discussions need to take place about this issue, but the Planning Board is interested in pursuing this circuit rider to see if it might be a possibility for Ashland.

The Planning Board will contact the Town Administrator in writing concerning the present disposition of Dumbledore's, a new antique business at 25 Main Street that opened on Tuesday, November 8. Since this business is new and is a new tenant on Main Street the owners of Dumbledore's need to come before the Planning Board for a Site Plan Review Application.

Susan McLeod advised the Board that the NH Court recently decided that if a Site Plan Review is denied the owner of the business can come back to the Planning Board to address the reasons for the original Planning Board denial.

The legislature is considering an amendment that an accessory dwelling can't be used as rental property for the property owner. The Planning Board was advised that the Ashland ordinance pertaining to accessory dwellings is okay.

ADJOURNMENT

The next meeting of the Board will be Wednesday December 28, 2016 at 6:30 pm at the Ashland Town Hall.

The Board adjourned. The meeting adjourned at 8: 15 PM.

Minutes submitted by Paula Hancock