



TOWN OF NEW LONDON, NEW HAMPSHIRE

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NEW LONDON PLANNING BOARD

Sydney Crook Meeting Room

New London Town Office

March 26, 2019 – 6:30PM

PRESENT: Paul Gorman (Chair), Janet Kidder, Tim Paradis, Marianne McEnrue, Paul Vance, David Royle. Joseph Kubit, Jeremy Bonin, Bill Dietrich

MEMBERS ABSENT:

OTHERS PRESENT: Adam Ricker, Town Planner, Samuel Rowe, Peter Theroux, Laurie Schive, Mike Morgan

1. **Call to Order** – Chair Gorman called the meeting to order at 6:32pm.

2. **Review of minutes:** February 26, 2019 meeting & March 5, 2019.

IT WAS MOVED (Janet Kidder) AND SECONDED (Jeremy Bonin) to approve the minutes of the February 26, 2019 meeting.

Bill Dietrich proposed changes and corrections. On page 3 and 4 – Where it says, “It was moved and seconded by Tim Paradis” he would like to add the words "to approve"

Further down, Mr. Ricker's comment read to "meet open space closer to 35%" should read "to move open space closer to 35%".

On page 4 - under conceptual in the third paragraph, it should read "Mr. Ricker questioned whether or not a site plan needed approval by the board". *To be* can be deleted.

Two lines down, the word instilling didn't make sense. It should read “to meet any fire codes.”

IT WAS MOVED (Jeremy Bonin) AND SECONDED (Janet Kidder) to accept the corrections to the minutes of the February 26, 2019 meeting. THE MOTION WAS APPROVED UNANIMOUSLY.

IT WAS MOVED (Marianne McEnrue) AND SECONDED (Janet Kidder) to accept the amended version of the meeting minutes of the February 26, 2019 meeting. THE MOTION WAS APPROVED UNANIMOUSLY.

IT WAS MOVED (Jeremy Bonin) AND SECONDED (Janet Kidder) to approve the minutes of the March 5, 2019 meeting.

Bill Dietrich proposed the following changes:

Page 2, second paragraph, line 3, the word them is used twice. The first use of the word “them” should be deleted and the third line at the bottom should read have instead of has.

IT WAS MOVED (Paul Vance) AND SECONDED (Jeremy Bonin) to accept the corrections to the minutes of the March 5, 2019 meeting. THE MOTION WAS APPROVED UNANIMOUSLY.

IT WAS MOVED (Janet Kidder) AND SECONDED (Tim Paradis) to accept the amended version of the meeting minutes of the March 5, 2019 meeting. THE MOTION WAS APPROVED UNANIMOUSLY.

3. **Public Comment-** None

4. **TREE CUTTING Rowse, Samuel B Living Trust-** Located at 47 Sunset Shores. Tax Map 103-024-000. Proposal to cut one (1) tree. Property located in the following overlay districts: Shore land Overlay District and Stream Overlay District. Town received the application on February 26, 2019.

The proposal is to cut one tree but when Mr. Ricker went to do the site visit today, he amended the proposal to cut two trees because there is a tree that needs to come down as it broke from the stump. The new regulations are 25X50 foot cells so they only need 25 points remaining. The original cell will go from 52 points to 42 points and the other cell will have 40 points from 50 points after removal. Both still exceed the 25 point minimum.

IT WAS MOVED (William Dietrich) AND SECONDED (Tim Paradis) to accept the amended tree cutting proposal as presented. THE MOTION WAS APPROVED UNANIMOUSLY.

5. **TREE CUTTING Harkins, Matthew H. -** Located at 1891 Little Sunapee Road. Tax Map 043-026-000. Proposal to cut three (3) trees. Property located in the following overlay districts: Shore land Overlay District, Pond Overlay 50' Buffer and Wetland 100' Buffer. Town received the application on March 12, 2019.

Peter Theroux from DB Landscaping attended the meeting. He described the three trees, two of which are dead and one is a large pine tree that is splitting and leaning towards the house. The tree score for the Pine tree cell will go from 37 to 27 points. The other cells go from 35 to 27 so all are within the 25 point limit.

IT WAS MOVED (Tim Paradis) AND SECONDED (Jeremy Bonin) to accept the tree cutting proposal as presented. THE MOTION WAS APPROVED UNANIMOUSLY.

6. **Storm water Management, Erosion & Sedimentation Control and Temporary Access Path in the Waterfront Buffer.** Located at 278 Poor Road Tax Map 090-003-000 (1.21 acres), Zoned Residential (R2). The applicant is applying to construct a temporary path of 12 feet to use for equipment that will be used to construct a permanent pathway. Town received the application on February 6, 2018.

Deferred until the next meeting.

7. **Conceptual – Morgan Point LLC (Blue Loon Bakery) –** Located at 12 Lovering Lane. Tax Map 084-059-000. The owner would like to discuss the possibility of extending the business hours on Fridays to 8:00 PM.

Laurie Shive and Mike Morgan are the owners of the property on 12 Lovering Lane. They are looking to obtain a beer and wine license for the Blue Loon Bakery on that property. They are considering having evening hours on Friday's from 5-8pm. They put in an application to the State of New Hampshire and have also spoken with Police Chief Anderson and Fire Chief Lyon to get their

feedback. They have come before the Planning Board to get guidance regarding the need for a site plan review to change operating hours. The initial approval for their site plan was done in 2017 and in that application, they stated their hours of operation would be from 7:00am until 4:30pm. In speaking with Adam Ricker and Kim Hallquist, it was recommended that they come to the Planning Board to get advice on whether it needs another formal application.

Mr. Ricker cited a clause on page 30 of the site plan regulations that allows the Planning Board to send minor changes to a site plan directly to the Board of Selectmen. Essentially it is saying that if a change is very minor and not part of the actual site plan itself, the applicant would not have to go through the process of paying fees, noticing the neighbors and going through a public hearing. They could instead go to the Board of Selectmen for them to sign off on it. Mr. Ricker does not think this has been utilized in the past but would like the Planning Board to consider it.

Their approval was under the category of a restaurant. The state requirement for a restaurant to serve wine and beer is that they have 20 seats available, which have already been approved by the Planning Board and that they serve a minimum of three hot foods and three cold foods. The only change would be making sure that the options for the menu are available.

David Royle asked if this becomes successful on Friday nights, would they consider doing it on Saturday nights as well. Ms. Schive stated it may make sense to give a broader range of hours, so they are covered if they do decide to expand the hours. They initially were thinking about only doing this once a month and year-round. Janet Kidder asked about lighting and how this would affect neighbors if they stayed open later. Ms. Schive stated the current lighting that has been approved by the Planning Board is outside lighting above the doors, but no additional lighting would be added. Marianne McEnrue asked about parking. Ms. Schive stated she doesn't think the numbers would be that different. They've been approved for 12 parking spaces and 6 of those spots are reserved for tenants that don't have operating hours after 5:00pm so additional spaces would be available. They won't be adding additional seating so parking should not be an issue.

Paul Vance asked if the operation hours were a condition. Mr. Ricker stated no, it is part of the application to ask what the operating hours would be. Applicants normally ask for the broad range of hours they anticipate and adjust as needed. Tim Paradis stated the business should be able to operate within their purview as a restaurant. The use that was permitted is not changing but it's just going to be open later. Jeremy Bonin stated there are no guidelines in the Zoning or site plan regulations regarding hours. Paul Vance would like to review what we do with future retail operations. If it is determined that the hours are important, they should be a condition but if not we shouldn't get involved.

The Planning Board deemed this to be a minor issue. A letter will be sent from Ms. Schive to Adam Ricker to add to the site plan file. Mike Morgan stated clarity around this would be helpful so other business owners don't have to go through this same issue.

IT WAS MOVED (Janet Kidder) AND SECONDED (William Dietrich) that no action is needed and site plan review is not necessary. THE MOTION WAS APPROVED UNANIMOUSLY.

8. Other Business - None

9. Master Plan

Jeremy Bonin asked that the full Board review and accept the survey. They need to continue moving forward to print it and get it sent out. There are two revisions that need to be made. The first is that the back page will be reformatted and the second is that there will be a zoning map included.

Information about the survey will be in Municipal Matters and will be mailed out and available online as well.

There was a long discussion regarding ways to market the survey. The survey will get mailed to every property owner in town and will also be available at the library, in the town clerk's office, the transfer station, churches and other areas to be determined.

Chair Gorman suggested developing a work plan with all the tasks and determine who will carry them out. In order to move the process along he would like to bring the subcommittee back together to deal with these issues.

The sub group will get together on Thursday, April 4, 2019 at 8:30am.

IT WAS MOVED (William Dietrich) AND SECONDED (Janet Kidder) to approve the survey and to empower the subcommittee of the Planning Board to develop a work plan related to dissemination and implementation of the survey and to discuss how to conduct meetings that will be held at the end of June. THE MOTION WAS APPROVED UNANIMOUSLY.

Selectman Kidder asked Mr. Ricker about the training session he was going to give regarding conducting charrettes. Mr. Ricker spoke with the UNH Cooperative Extension about this as they do a full two day training that he may attend. He's hoping they can condense this and present it to the Board. He will research this further and get information out to the group.

10. Correspondence Received - None

11. Future Meeting Dates: The next meeting is scheduled for Tuesday, April 9, 2019.

12. Motion to Adjourn

IT WAS MOVED (Jeremy Bonin) AND SECONDED (Bill Dietrich) to adjourn. THE MOTION WAS APPROVED UNANIMOUSLY.

The meeting adjourned at 7:56 pm.

Respectfully submitted,

Trina Dawson

Recording Secretary
Town of New London