



TOWN OF  
NEW LONDON, NEW HAMPSHIRE

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NEW LONDON PLANNING BOARD

MINUTES

Tuesday, September 20, 2016,

6:30 PM

**PRESENT:** Paul Gorman (Chair), William Dietrich (Vice Chair), Casey Biuso (Alt.), Joseph Kubit (Alt.) Liz Meller, Jeremy Bonin, Janet Kidder (Selectmen's Representative) and Tim Paradis.

**ABSENT:** Marianne McEnru and Michele Holton.

**OTHERS IN ATTENDANCE:** Susan Cox, Pierre Bedard, Tom Conway, Matt Conway, Jane Smedley, Karen Demers, Paul Messer, Linda Messer, Robert Stewart, Jr., Tom Chadwick, Paige Chadwick, Douglas Dow, Edgar Gerwig, Mark Vernon, Barbara Troxell and Lucy St. John, Planning & Zoning Administrator.

**CALL TO ORDER:** Chair Gorman called the meeting to order at 6:30 PM.

Chair Gorman appointed Alternate Joseph Kubit to be a voting member in place of Michele Holton who was absent.

**APPROVAL OF THE MINUTES-** Noted that the Aug 22<sup>nd</sup> ADU meeting was not held, and thusly there are no minutes.

- ✓ Motion to APPROVE the Capital Improvement Program (CIP) Subcommittee Site Tour Meeting Minutes of August 8, 2016. It was MOVED (Janet Kidder) and SECONDED (Jeremy Bonin) to accept the minutes. The motion was APPROVED UNANIMOUSLY.
- ✓ Motion to APPROVE the Planning Board Meeting Minutes of August 9, 2016. It was MOVED (Tim Paradis) and SECONDED (Janet Kidder) to accept the minutes. The motion was APPROVED UNANIMOUSLY.
- ✓ Motion to APPROVE the Sign Subcommittee Meeting Minutes of August 16, 2016. It was MOVED (Janet Kidder) and SECONDED (Liz Meller) to accept the minutes. The motion was APPROVED UNANIMOUSLY.
- ✓ Motion to APPROVE the Capital Improvement Program (CIP) Subcommittee Meeting Minutes of August 19, 2016. It was MOVED (Jeremy Bonin) and SECONDED (Janet Kidder) to accept the minutes. The motion was APPROVED UNANIMOUSLY.

- ✓ Motion to APPROVE the Sign Subcommittee Meeting Minutes of September 6, 2016. It was MOVED (Liz Meller) and SECONDED (Janet Kidder) to accept the minutes. The motion was APPROVED UNANIMOUSLY.
- ✓ Motion to APPROVE the Accessory Dwelling Units (ADU) Subcommittee Meeting Minutes of September 13, 2016. It was MOVED (Janet Kidder) and SECONDED (Janet Kidder) to accept the minutes. The motion was APPROVED UNANIMOUSLY.
- ✓ Motion to CORRECT the July 12, 2016 meeting minutes. It was MOVED (Janet Kidder) and SECONDED (Paul Gorman) to correct the minutes as follows: Page 7 current language- It was initially thought that people could pick up the bus at the Exit 12 Park and Ride but this idea was put aside as parking is already an issue there. Also, there seems to be a problem in that area with vandalism and drugs. Corrected to read: The terminus of the bus will be at Exit 12 Park and Ride. They are aware of the parking issues that already exist at this park and ride. The motion was APPROVED UNANIMOUSLY.

**PUBLIC COMMENT:** This time is allotted for items that are not listed on the agenda.

**Smedley, Elkins Road, Tax Map 077-013-000 and 077-015-000.** Janet Smedley of Elkins presented a conceptual plan for discussion. She explained this proposition would have to go to the Town Meeting in the form of a Warrant Article but is looking for feedback. She explained that she owns Tax Map parcels 077-013 and 015, referring to the tax maps. Her property abuts the Elkins Town beach property (Tax Map 077-012-000), and believes that a portion of the Elkins beach parking area, which is paved may actually be on her property. She explained that her deed includes language about a 16 ½ feet wide access to the Town.

Deed language: Reserving, however, from this deed, all rights of way as set forth in the deed of Sarah J. Elkins to the Town of New London in a tract of land sixteen and one half (16 12/2) feet wide across said premise.

She said this looks like her driveway, but actually it is the access to the water, for residents to get to the beach. She noted that some local Elkins residents use it (Wallace, McMichael's and others that know about it), there is no lifeguard, it is not posted as such and you really can't launch a boat from this location. Her garage is under her existing house, the driveway to her house is really this right-of-way. Ms. Smedley thinks there was an easement on what was her property before it was gifted to the Town, but surveyor Pierre Bedard hasn't concluded the deed research, and research will continue to determine if it is an easement or owned by right by the Town.

Ms. Smedley said she would essentially like to do a land swap with the Town, she wants ownership of this 16 ½ foot right-of-way (which she currently used as her driveway) and would then give the Town a strip of land (16 ½ feet) wide, next to the Town property (Tax Map 077-

012-000). She would then combine her existing lots into one lot. She noted that Kim Hallquist and Lucy St. John recently visited the property with her.

Comments from the board included: Where the driveway to Ms. Smedley house? Is the 16 ½ strip an easement or who really owns it? Concerned about the preservation of the trees on the lot. Suggestion to contact the Fire Department regarding access (which they might currently have) won't be impeded if there is a land swap. The Board noted that conceptually this sounded reasonable, based on the information presented thus far.

**Tree Cuttings Applications:** The following three properties meet the points for tree count and need to come to down for various reasons listed with application. Ms. St. John noted that she had visited all three (3) properties.

- Stark Property located at 564 Lakeshore Drive. Tax Map 050-080-000. Tim Connolly expressed need to take down 5 trees that are dead or have problematic root sections. Property will still have over 100 points after the trees are removed. All stumps to be left in place.
  - ✓ Motion to approve the Tree-cutting Application for the Stark Property at 564 Lakeshore Drive (TM 050-080-000). It was MOVED (Janet Kidder) and SECONDED (Jeremy Bonin). The motion was APPROVED UNANIMOUSLY.
- Troxell, Barbara Sisk Trust. Property located at 357 Forest Acres Road. Tax Map 118-020-000. Ms. St. John has visited the property and verified the point requirement is satisfied. Barbara Troxell explained the concern about prevailing winds and the recent microburst which occurred in the area. These are safety issues to her and her property.
  - ✓ Motion to approve the Tree-cutting Application for the Troxell Property 357 Forest Acres Road (TM 118-020-000). It was MOVED (Janet Kidder) and SECONDED (Jeremy Bonin). The motion was APPROVED UNANIMOUSLY.
- Gerwig Trust. Property located at 489 Bunker Road. Tax Map 063-005-000. There are two trees dead right beside the children's playhouse and these trees are close enough to the house to cause damage if they were to fall.
  - ✓ Motion to approve the Tree-cutting Application for the Gerwig Trust property at 489 Bunker Road (TM 063-005-000). It was MOVED (Bill Dietrich) and SECONDED (Janet Kidder). The motion was APPROVED UNANIMOUSLY.

**Annexation Subdivision Plan for Messer, Paul and Linda (Tax Map 076-031-000) and Demers, David and Karen (Tax Map 076-032-000).** Properties located at 600 and 586 Bunker Road. Zoned R-2 and in the Shoreland Overlay District. Minimum lot size required two (2) acres, minimum road frontage required is 150 ft. and minimum lake frontage required is 200 feet. Proposal to reduce the lot size of the Demers parcel by 0.02 acres; proposed acres after annexation 2.88 acres and increase the lot size of the Messer parcel by 0.02 acres, proposed acres after annexation 0.32 acres, no change to the total frontage. A conceptual annexation plan was discussed at the February 23, 2016 Planning Board meeting. The Zoning

Board of Adjustment (ZBA) heard a case for a variance, and issued a Notice of Decision (NOD) on July 25, 2016 stating no variance was required. Annexation plan prepared by Doug Sweet, NH Land Surveyor and Robert Stewart, RSC Designs.

Bob Stewart of RCS Designs provided an overview of the past discussions with the Planning Board and the action of the Zoning Board of Adjustment. He noted that Doug Sweet, surveyor has marked all the bounds. They will now proceed to apply to the NH Department of Environmental Services (NHDES) Shoreland Bureau for a Permit by Notification (PBN) because the total work is less than 1500 SF of disturbance. There are no trees within the 50 foot buffer that will be disturbed and there will be an erosion control plan and possibly some storm water management. There is no change in frontage for either lot.

Lucy St. John noted that the ZBA discussed various sections and definitions in the Zoning Ordinance in making their decisions. Chair Gorman opened the public hearing. No comments. Public Hearing closed.

- ✓ Motion to APPROVE the Annexation Plan as presented. It was MOVED (Janet Kidder) and SECONDED (Jeremy Bonin). The motion was APPROVED UNANIMOUSLY.

**Site Plan Application for Proudstone Corporation**, aka Peter Christians, Douglas Dow and Thomas Chadwick. Property located at 195 Main Street. Tax Map 073-077-000 (formerly TM 073-014-000). Zoned Commercial. Conversion of the Peter Christian's building into the Edgewood Inn. Proposed site to include 6 hotel rooms, owner's apartment, medical spa facility, Gourmet Gardens (retail) and restaurant. Medical spa facility to include non-surgical cosmetic and esthetic services to guests and the community. Proposed changes to the building exterior include dormers and Juliette balconies. Site previously included six (6) apartments. Conceptual site plan discussed at the August 9, 2016 Planning Board meeting.

Doug Dow explained details of the site, noting the existing parking area has 50 parking spaces and the building footprint has not changed over the years. He noted that currently other local businesses use their parking, but they have enough spaces. He explained they would like to renovate the building and convert it back into the Edgewood Inn (Edgewood Motor Lodge in 1837) with a medical spa. He explained that currently the site includes a gift shop in the front connected to the restaurant in the rear as well as some apartments. He reviewed the details of the plans, showing the various changes proposed to the building. The project will be done in phases, but this plan is for approval of the Phase One only.

Phase I, was explained to include: Convert the first floor from apartment to a medical spa, to be located in the rear of the building. The five apartments on the second floor will be converted to hotel rooms. The third floor (back of building, annex building) will be dormered to create additional living spaces for Tom Chadwick and his wife Paige. Also on the third floor at the front of building will be a hotel room. Total plan to include six hotel rooms, one living quarters and on-site medical spa. Mr. Dow commented that the building needs extensive work which is

to be included in Phase One. Peter Christian Restaurant will remain as the restaurant, under the current lease agreement. All parking requirements can be met, and there will be no change to water and sewer requirements. There will be an additional entrance through the front of the building.

Tom Chadwick explained that his wife Paige, would be running the medical spa, and there is no need for additional water or sewer. It was asked what State licensing would apply for the spa facility. They would also reside at the site in the 3<sup>rd</sup> floor unit.

Staff referred to the comments submitted by Richard Lee, Public Works Director which states he has no problem with this moving forward. It appears they have enough parking for what they plan on doing. Ed Andersen, Police Chief has no issues. Jay Lyon, Fire Chief submitted comments- I am in favor of this proposed plan for the PC's building. My only comment would be that the building must meet all applicable State and local codes, as well as a functional automatic sprinkler system.

Doug Dow explained that he had met with Chief Lyon and all applicable codes will be met. Doug noted this will be a huge improvement compared to the current building. He noted that the whole building will include an automatic sprinkler system per the Fire Chief's comments. There will not be an elevator. He explained that Phase One will include these major interior renovations: sprinkler system for the whole building, joining the dormers, Juliette balconies, removing the gaudy fire escape, and no expansion in the restaurant seating. He plans to return to the Planning Board is approximately eighteen (18) months to two (2) years to present plans for changes to the exterior of the building, grading changes around the building, possible changes to parking and other details, which have not been designed yet. They also plan to discuss joint parking agreement with the School District, if additional parking is required. Board members cautioned the owner about the potential to use school district property for parking. The Board asked for clarification on what is a medical spa, it was explained to be a spa which offers treatments (facials, and etc., as found in many hotels these days).

It was clarified that the second floor to be converted from apartment to hotel. On the first floor the rear of the building will be converted to a medical spa. The third floor will be living quarters with an additional hotel room. Two dormers and one joining dormer will be added as well as Juliet balconies for hotel rooms on the outside. The gaudy fire escapes will be removed. It was noted the medical spa would not require any more use of water. Jeremy Bonin noted there are different parking requirements for a restaurant and a medical spa.

Chair Gorman opened the public hearing. No comments. Public hearing closed.

- ✓ Motion to approve the Site Plan for Proudstone Corporation with condition of Jay Lyon, Fire Chief that the building must meet all applicable State and local codes, as well as a functional automatic sprinkler system. It was MOVED (Jeremy Bonin) and SECONDED (Janet Kidder). The motion was APPROVED UNANIMOUSLY.

**Conceptual Site Plan for Matt Conway for CB Colburn Fine Gifts & Candy, LLC.**

Property located at 374 Main Street. Tax Map 084-003-000. Zoned Commercial. The property includes residential and commercial space. A conceptual plan was discussed at the Feb 23, 2016 meeting and a Site Plan approved at the March 22, 2016 meeting for the retail Colburn Fine Gifts & Candy store. Conceptual discussion regarding installing a coffee bar in conjunction with the retail store.

Matt Conway introduced himself and his wife Karen. He provided an overview noting the store reopened on June 18, 2016 as a gift shop, Site Plan approval granted by the Planning Board in March 2016. The current store is retail, and they are already licensed in New Hampshire for food service, due to the products they sell including candy, crackers and bulk candy. He noted that there is a need in Town, and they would now like to offer other products, including a coffee bar. This would be within the current retail space. He referred to the Vernondale Store in North Sutton, which includes some seating. He would like to offer a similar service including some seating inside and some seating outside in the front of the building under the oak tree. He explained the hours of operation would likely be 8 AM to 2 PM, 6 days a week and closed on Sundays. They plan to keep it a small operation and do not want to hire employees to stay open long hours. Mr. Conway noted that the building is up to code.

The Board discussed the parking requirements of the existing uses on the site, and noted additional parking may be needed for the increase in use or change in use. Matt Conway noted the site abuts the Colby-Sawyer parking lot, and they could investigate options for rent/purchase of additional parking spaces if needed. He is also not concerned about traffic on the property as there is plenty of space to turn around in the rear. The Board noted there is a different set of expectations when you serve food as opposed to a take-out facility. The Board would need to see a plan of the changes proposed for the interior and exterior as well as how parking would be addressed as part of a Site Plan application.

**Power Line Trail** -presentation by Mark Vernon of the Conservation Commission.

Mark Vernon provided an overview and status of the project which has been ongoing for several years. The New London Hospital, Eversource and the Town have signed the legal agreement to let the project go forward. The project has been discussed by the Recreation Commission and with the Board of Selectmen. He provided other details of the project including:

- ✓ A letter to be sent to the abutters soon, explaining the trail
- ✓ Department of Public Works will help with mowing, the entrance ramp and parking area.
- ✓ Distance to abutters on Parkside, trail to be at least 50 feet away
- ✓ Entirely on hospital property
- ✓ Foot-travel only trail. Height of those crossing under the powerline a concern for Eversource, if someone on a horse. Horses allowed (Note, staff clarified this following the meeting, horses are not allowed).
- ✓ Funding from the Conservation Commission operating budget, not using the Haddad Funds

- ✓ Location of the trail shown on the map, noting the trail will cross under the power line wires twice and then divert into the woods
- ✓ No motorized vehicles or bicycles allowed
- ✓ No snow removal.
- ✓ Not paved, due to cost.
- ✓ Three (3) parking spaces added on Parkside Drive as an alternative to using the Hospital Parking Lot.
- ✓ Total distance 0.5 miles and will connect to other trails (Lyon Brook)

### **Zoning Ordinance amendment process and Planning Board meeting calendar 2016-2017.**

Ms. St. John reminder Board members to review their personal calendar, prior to the Board setting the meeting schedule, as some meetings will not be on the typical 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays. Also suggested posting the schedule for only six months (and then revised later). The Board will revisit this at an upcoming meeting.

### **Committee Reports:**

Conservation Commission: Tim Paradis reported the next Conservation Commission meeting is tomorrow, Wed, Oct 20<sup>th</sup>. Several NHDES applications have been presented to the Conservation Commission and the Conservation Commission can comment on any to NHDES.

Energy Committee: Tim Paradis reported for the Energy Committee, Mr. Paradis said the electric vehicle show had 300 people attending. A Tesla charging station is in the works at the Flying Goose. The 117 street lights in town are being swapped out to LEDs from halogen lights. This will reduce cost in that the lease rate will drop 45%. It will take about two years to recoup the cost of making the change.

Board of Selectmen: Janet Kidder reported that at the Board of Selectmen meeting there was further discussion of the 1941 Building and the Salt & Sand shed is currently being built. She noted that the Salt and Sand Shed was approved by the voters at last town meeting. The Town has signed the documents for Big Hill Top but is still waiting for the owners to sign. Testing is currently being done on one of the buried lagoons and it will not be as expensive as previously thought since some of the digging will be done by the town department.

RPC: Liz Meller, representative to the Upper Valley Lake Sunapee Regional Planning Commission, reported a survey is being created to get feedback about the proposed bus service between New London and Hanover. Flyers to be put on cars in the Park & Ride lot. She was asked if the New London Hospital has been part of the discussion regarding the bus service, as Board members thought they should be part of this discussion.

Planning Board Subcommittee: Jeremy Bonin reported an ADU (Accessory Dwelling Unit) Subcommittee meeting was held on September 13<sup>th</sup>. He noted a local resident attended, and he has provided much input into the discussion. The Subcommittee recognized that some public

relations will need to be done to convey the provisions of the new State Law which becomes effective July 2017. Ms. St. John noted that the recent issue of Municipal Matters including a discussion on the ADUs.

**Planning Board meeting calendar 2016-2017.**

- Next meeting on September 27, 2016.
- Capital Improvement Planning meeting on Friday, September 23, 2016 at 9 AM.

**Motion to Adjourn**

- ✓ Motion to ADJOURN the meeting at 8:15 PM. It was MOVED (Janet Kidder) and SECONDED (Tim Paradis). The motion was APPROVED UNANIMOUSLY.

Respectfully submitted,

Jennifer Vitiello  
Recording Secretary  
Town of New London, NH