

TOWN OF HOLDERNESS
Planning Board
Meeting Minutes: March 20, 2018

B. Snelling called the meeting to order at 6:32PM.

ROLL CALL OF MEMBERS:

Members Present:

Bob Snelling, Chairman, Carl Lehner, Vice Chairman, Donna Bunnell, Secretary, Ron Huntoon, Member, Louis Pare, Member, John W. Laverack, Ex-Officio

Members Not Present: Angi Francesco

Staff Present: M. Capone, Town Administrator

Others Present: Rob Haskell and John March

APPROVAL OF MINUTES: The Draft minutes of January 16 were reviewed. B. Snelling and C. Lehner offered some grammatical corrections.

Motion: "to accept the minutes as amended"

Motion: D. Bunnell

Second: B. Snelling

Discussion: None

Motion Passes 6-yes 0-no

The Draft minutes of February 20 were reviewed. B. Snelling and C. Lehner offered some grammatical corrections.

Motion: "to accept the minutes as amended"

Motion: B. Snelling

Second: C. Lehner

Discussion: None

Motion Passes 6-yes 0-no

OTHER BUSINESS: Curry Place Cottages: Conceptual Consultation with Rob Haskell and John March.

B. Snelling reviewed the concept of an Informal Discussion by reading the following into the record:

"A preliminary conceptual consultation shall be limited to a description of the proposed project and possibly a sketch plan and shall be directed at review of the basic concept of the proposal and suggestions which might be of assistance in resolving problems with meeting requirements during final consideration. Such consultation shall not bind either the applicant or the Board that statements made by Planning Board members shall not be the basis for disqualifying said members or invalidating any action taken. The Board and the applicant may discuss proposals in conceptual form only and in general terms such as desirability or types of development and proposals under the master plan. Such discussion may occur without the necessity of giving formal public notice as required under Section 5.10, but such discussion may occur only at formal meetings of the Board."

B. Snelling summarized by stating the Planning Board will assist the applicants in moving forward with their proposal, identify the process necessary and identify any hurdles the Board would expect to be addressed in a formal application.

J. March asked if he could distribute a preliminary plan to the Board Members to accompany the discussion. B. Snelling agreed that it would be helpful to have it available for the discussion.

R. Haskell provided some history on the property and provided a current status with regard to occupancy of the buildings.

He would like to renovate the Curry house into a three bedroom rental with second floor dormers and an outside patio.

He would like to convert the shed area into an additional rental unit depending on the septic capacity for the site.

He would like to expand the existing bank building to accommodate demand from his tenants.

B. Snelling asked if the Post Office and the Historical Society buildings were part of the lot. R. Haskell noted that they were both part of the lot. The Post Office leases their space. The Historical Society building is wholly owned and operated by the Holderness Historical Society, but there is no lease on the land.

B. Snelling mentioned that, due to shoreland and setback restrictions, a patio could not be constructed on the channel side of the building without State and Town approval. He also noted that the addition of dormers on the second floor would require a variance from the ZBA.

D. Bunnell asked if any of the existing parking would be impacted. R. Haskell mentioned that there would be designated parking for tenants, but the other parking would remain public.

There was some discussion with regard to boat docks and slips, but it was noted that this was a matter to be taken up with the State.

R. Snelling mentioned that, once the second rental unit was added, the property would require a site plan review. Lighting, parking and trash removal would all be discussed as part of the process.

W. Laverack asked if the commercial expansion would impact the septic capacity. R. Haskell noted that the current commercial septic requirements were sufficient so that the conversion to a three bedroom unit would not impact capacity.

R. Snelling noted that if additional bedrooms were added a State certification would be required.

M. Capone wanted to confirm that the dormers and the patio could not be added without Zoning Board approval. R. Snelling concurred.

R. Snelling thanked Messrs. Haskell and March for reaching out to the Board about the project and commented that he hoped they would take the time to get the proper approvals for all of the work they would like to do on the site as it would give them the greatest opportunity to maximize their investment in the property.

R. Haskell stated that his goal was for this project to benefit both his property and the Town of Holderness.

PSU Electronic sign: M. Capone mentioned that he had spoken with Dave Gyger at the Ice Arena. Dave noted that the University was in the preliminary stages of the sign discussion and did not have a design for the Board to consider. M. Capone suggested that the University contact the Board prior to settling on a final design.

Master Plan update: Natural Resources Update - M. Capone provided an update on the work done to date by the committee. He expects they will have a draft of the document available for review shortly. The Committee will be meeting again on March 27th. B. Snelling commented on the excellent work the group is doing.

Revised Zoning Ordinance: M. Capone mentioned that all of the zoning ordinances had passed at Town Meeting and had been incorporated into a new draft. He asked if the Board wanted to review the document before it is put online. The Board was okay with putting the document online without a review.

Reorganization: M. Capone advised that since this is the first meeting of the Board since the election, it was a good time to vote on a Chair, Vice Chair and Secretary. R. Snelling opened the floor to nominations.

MOTION: "To nominate R. Snelling as Chair."

Motion: D. Bunnell

Second: R. Huntoon

Discussion: R. Snelling mentioned that he was willing to serve, but he expects this will be his last term on the Board.

Motion Passes: 5 - Yes, 0 – No, 1 abstention- R. Snelling

MOTION: "To nominate C. Lehner as Vice- Chair."

Motion: R. Huntoon

Second: R. Snelling

Discussion: None

Motion Passes: 5 - Yes, 0 – No, 1 abstention- C. Lehner

MOTION: "To nominate D. Bunnell as Secretary."

Motion: R. Snelling

Second: C. Lehner

Discussion: None

Motion Passes: 5 - Yes, 0 – No, 1 abstention- D. Bunnell

Solar Structures: M. Capone mentioned that he had been contacted by a company that installs home electric vehicle charging stations as well as a "Powerwall" used to provide energy storage for solar self-consumption, load shifting and backup. They were asking about permit requirements for installing these items in homes. He had spoken with the Fire Chief with respect to having installations checked for safety and awareness, but also wanted to know if the Board thought they should be subject to a hearing prior to their installation. The sense of the Board was that the "Powerwall" should require some type of safety check by the Fire Chief to be certain that it is installed properly and a record should be kept of its location in a building should there be a fire on the premises, but a formal application and review by the Planning Board was not necessary.

R. Snelling noted that the Board might consider a review of the ordinance with regard to ground mounted solar arrays to be certain it adequately addresses the issue of lot coverage. This is an issue that could affect small lots.

NEXT MEETING: TUESDAY, April 17, 2018 beginning at 6:30PM

ADJOURNMENT: At 7:26PM the following motion was made:

MOTION: "To adjourn."

Motion: R. Snelling

Second: D. Bunnell

Discussion: None

Motion Passes: 6 - Yes, 0 - No

Respectfully Submitted,

Michael Capone
Town Administrator