

Walpole Planning Board Minutes
Town Hall
Tuesday, June 11, 2019
7 pm

Presiding Members: Chair Jeffrey Miller, Vice-chair Dennis Marcom, Secretary James Aldrich, Jason Perron, Jeff Harrington, Jeff White, Selectboard Representative Steve Dalessio. Alternates: Joanna Andros, Jeff Colley.

Recording: Marilou Blaine. These minutes are unapproved and will be reviewed at the July 2019 meeting for corrections, additions and/or omissions.

Meeting Opened: Mr. Miller called the meeting to order at 7 pm.

Roll Call: A full Board was present so an alternate was not needed to fill in.

Minutes: May meeting and workshop minutes: Mr. Marcom pointed out that in the last paragraph on the first page and first paragraph on the second page that Solar Clean Energy's name should be Clean Generation Inc. "Whose" should be changed to "Who" in last paragraph, page 2. Ms. Andros changed "look" to "looked" in the sixth paragraph of the workshop minutes and "assent" to "absent" in the ninth paragraph, both on page one. Ms. Andros thought the word revise should be added to explain the process in the sixth paragraph of that same page. Mr. Marcom made a motion to approve the amended minutes for both the regular May meeting and the workshop. Mr. Perron seconded the motion and the motion passed.

Old Business:

Public Hearing No. 1: – Catherine Harris: Mixed use with professional offices at 6 Ames Plaza and a residence on Dearborn Circle. Map 12, Lot 55-21. Commercial and Residential B districts. Business is CHS Wealth Management & CPAS LLC.

Ms. Harris owns a company that provides services on investments, taxes, business consulting, etc. The company's normal business hours are 9 am to 5 pm, but has longer hours during tax season, 8 am to 7 pm. and sometimes on Saturday The company's current location is Westminster, VT. She said the business goes as paperless as possible and recycles what can be recycled. She believes on having a minimum impact on the environment.

The 2,750 square-foot building will be ell-shaped with the commercial space on the entire lower level. The entrance will be a driveway off of Ames Lane. There will be one ADA compliance parking space plus eight (8) other parking spaces, which, she said, is more than enough for our staff and clients. The perpendicular part of the building on the second floor will be the residence. The residence will face Dearborn Circle. There will be a driveway coming in from Dearborn Circle and going to a side entrance garage below the residence. The entrance to the residence will be through the garage.

The design of the building is modern farmhouse. The side that faces Shaw's/Ocean State may be windowless. The facade will look the same on each side – the one facing Ames Lane and the one facing Dearborn Circle. The peak over the east side of the building provides a covering for the ADA parking space.

Mr. Perron asked if there was a checklist submitted with the application. The secretary checked her file and said the application didn't have one. Mr. Perron said this is a site plan and the checklist is a mandatory part of a site plan. It's a commercial building.

Ms. Harris said she didn't fill it out because most of the things didn't apply her situation. Mr. Mark Smith, Ms. Harris' husband, said the building is owner-occupied, has town water, sewer and storm water drainage.

Mr. Dalessio asked if there was a lighting plan. Ms. Harris said just the regular lighting to light the walkways, etc. The downward lighting would certainly be enough to comply with liability insurance, she said. Mr. Dalessio later asked about green space, saying it needed 30 percent. Ms. Harris said it had 60 percent green space.

Mr. Perron repeated that the checklist is a regular part of a site plan and he thought it should be submitted with this plan. For those who are unfamiliar with the Site Plan Review Checklist/Waiver Form, there is a list of 46 Yes/No questions about the plat dealing with the application, landscape plan, lighting plan, water courses, soils and wetland, perc test results, location of existing or proposed underground fuel storage areas, driveway permits, etc.

Mr. Miller said this is the third time this proposed plan is before the Board. It is a mixed used and has a residence. It's a unique situation. He didn't think the Board should hold Ms. Harris up and should waive the checklist in this situation.

Mr. Perron said again that it was part of the process of a site plan that the applicant fill out the checklist. He didn't like the precedent that this motion to waive the checklist presented. He would liked to have seen the checklist completed.

Mr. Miller closed the Public Hearing. Mr. Aldrich made a motion to approve the project as presented. Mr. Marcom seconded the motion and the motion passed.

Public Hearing No. 2: Nonresidential Solar Regulations: If approved, these regulations will be added to the Site Plan, Letter U under Section VIII General Standard. A copy of these regulations can be found in the Town Offices and on the bulletin board outside the Post Office.

Mr. Miller asked either Ms. Andros or Mr. Colley to speak about the regulations since they were the Board members who wrote several drafts of the regulations. Mr. Colley explained the process saying the Board looked at three town ordinances (Hollis, Winchester and Peterborough) as well as the model ordinance from the NH Municipal Association. The document went through several drafts before reaching this final document. Board members have been meeting monthly on the fourth Tuesday of the month since November. The final regulations are divided into two main sections – Required Documents and Decommissioning or Abandonment.

Ms. Andros said she thought the site plan regulations were an interim step to fill in before writing an ordinance. She asked when the Board might begin work on an ordinance. Mr. Miller said the adoption of the nonresidential solar site plan review language will mean that a solar ordinance is not needed at this time.

Mr. Perron made a motion to approve the Nonresidential Solar Regulations as presented. Mr. Marcom seconded the motion and it was passed by the Board. No Board member opposed this motion. A copy of these regulations are in the Town Offices.

The **Planning Board Rules of Procedure** were found. The procedure document was dated Revised and Adopted on July 12, 2005. Mr. Dalessio said it has to be undated and filed in the Select Board's office. Board members were asked to read the document and add or subtract items in the 2005 version. For example, the time of when the Planning Board holds is regular meeting is stated as 7:30 pm in the 2005 document. At some point that was changed to 7 pm.

The Board may also want to compare some of the items with the Zoning Board of Adjustment Bylaws and/or check the RSAs in the book "New Hampshire Planning and Land Use Regulation." Discussion on the Rules of Procedure will take place at the July meeting.

Workshop: No workshop this month.

Handouts: Nonresidential Solar Regulations, Rules of Procedure for the Planning Board, WPB Bylaws.

Respectfully Submitted,

Marilou Blaine

WPB Secretary

cc: WPB, ZBA, Town Offices, North Walpole Commissioners, Walpolean

Posted: Inside Town Offices, on the bulletin board outside Post Office, Web site; www.walpolenh.us