

**TOWN OF NEW HAMPTON
PLANNING BOARD
MEETING MINUTES
NEW HAMPTON TOWN OFFICE
NEW HAMPTON, NH 03256**

April 20, 2010

MEMBERS PRESENT:

Mr. Kettenring, Chair; Mrs. Lynch, Vice Chair; Mr. Luciano, Secretary; Mr. Mertz, Mr. Joseph and Mr. Conkling.

OTHERS PRESENT:

Mrs. Lucas, Town Administrator

CALL TO ORDER:

Mr. Kettenring called the meeting to order at 7:00 p.m.

CORRESPONDENCE:

The Board received notification from the ZBA regarding the New Hampton School's request for a variance for a 64 square foot sign which was to be taller than ordinances permit was granted with the following stipulations:
The sign would be placed on west side of the athletic field; it would be permanently attached to the side of the building; it would not be illuminated; the vegetative and tree screening on Kennedy Field would not be disturbed; and the sign could not be replaced by any other sign.

MINUTES:

Minutes of 3/16/10

Mr. Mertz made a motion to accept the minutes as written, seconded by Mr. Luciano.

**PUBLIC HEARING/ABUTTER'S
HEARING**

Elizabeth Short
Tax Map U-2, Lot 7
3 Firehouse Lane

Mr. Kettenring read a letter from the Fire Chief advising he had reviewed the proposal for the beauty salon in Ms. Short's home and had two concerns. His first was that parking not be permitted in the road in front of the house, noting that the Fire Department personnel utilized that road and can not be hindered when responding or returning from calls. His second concern was that he would have to do a final walk through after renovations were completed to check for any safety issues.

Ms. Short noted that she would need to build a handicapped accessible entrance. Her proposal was for a wood ramp was reviewed and discussed. Mr. Mertz noted that setbacks for Route 104 as well as Fire House Lane would have to be considered. After some discussion Ms. Short noted that she could wrap the ramp around the left (north) side of the house. She asked if she needed a building permit for the construction of the ramp and was advised she would have to go before the Selectmen who are responsible for the permits.

Mr. Kettenring asked for abutters' comments, and two people spoke up stating that it would be a great idea to have a beauty salon. No other comments were made.

Laura Lynch made the motion that the plan be approved subject to the building permit for construction of an accessible ramp meeting code requirements, and satisfaction of the Fire Chief's concerns noted

**PRELIMINARY HEARING and
SUBMISSION OF APPLICATION**

*Scott Staples & Stephanie Hooper-Staples
Tax Map U-1, Lot 21
3 Main Street*

in his letter. Mr. Conkling seconded and the motion passed.

Mr. and Mrs. Staples appeared for Site Plan Review for home occupation operation of small engine repair shop in Village District. Mr. Kettenring noted DOT sent a letter advising the proposal requires a driveway application if there is any enlargement or additional driveway proposed for this property.

Mrs. Hooper-Staples noted that there would be a pick up and drop off of tractors, and there would be no additional traffic. Mr. Conkling asked if large farm tractors would be repaired. Mrs. Staples noted that they would be small engines, like lawn mowers. The plan noted a parking area.

The Staples stated the existing barn/shop does not require any structural changes. There is a small office area. Mr. Mertz asked if the floor was concrete. It is wood. Fire suppression consists of a fire extinguisher on the wall. Mr. Mertz noted that input from the Fire Chief would be required. Mr. Kettenring asked about hazardous materials. The owners have only a 30 gallon drum which is taken to the transfer station to dispose of used oil.

The requirements for a home occupation were read aloud. The Staples stated they would be the only employees of the business.

The issue of sales of tractors and mowers was discussed. The Board noted that displaying them outside was not permitted. The Staples noted that mowers for sale could be kept inside the barn. Hours of operation during the week would be from 8:00 to 4:00 p.m. Personal work might occur during weekends, but it would be over before the dinner hour so as not to disturb neighbors. Discussion of signage centered on possible conflicts with state required set backs since the property at the corner of Routes 104 and Route 132. Mr. Kettenring noted that being a wooden structure, the Fire Chief's input would be necessary. Mrs. Staples stated she would contact the Fire Chief as soon as was possible. Mrs. Lucas provided the Staples with a copy of the DOT letter.

Mr. Mertz made a motion to accept the application as complete. Mr. Luciano seconded. The motion passed. Mr. Kettenring asked for a motion to continue this matter to the May 18th meeting. The motion was made by Mr. Mertz, seconded by Mrs. Lynch and the motion passed.

**INFORMATIONAL/CONCEPTUAL
MEETING:**

*New Hampton Delta - Ron Perlman, Owner
Tax Map R-20, Lot 8
827 NH Route 132 North*

Mrs. Lucas pointed out a March 24th letter from the Board of Selectmen regarding two businesses, KC Trucking and Amtech Coating operating out of his building. No site plans were presented or approved. The letter noted that on January 20, 2004 he was notified by the Planning board that site plan review was necessary any time a tenant is planning to occupy the property and the Fire Chief has to be involved to review safety issues.

Mr. Perlman noted that he is in error in the case of KC Trucking being in the property. When he bought the property from Hiltz Brothers, Hiltz Brothers were in the process of moving out which took longer than he anticipated. Amtech Coating is the owner's

business which was already in the building at the time they bought the property. His business moved from the end of the building to the former Hiltz location within the building. KC Trucking moved to their former location at the end of the building. In his original plan a three storage units was to be accessed from the back with screening to block view of the storage. Because of rainwater diversion issues that arose from construction of a berm, they had to put the entrances on the street side. He presented a plan which showed a proposal to build a stockade fence. He also presented a copy of the original plan and some photographs of the area.

Mrs. Lucas outlined the history of the issues on the property. Mr. Perlman advised he thought he was present to clarify the issues from the first meeting. Mrs. Lucas noted the previous site plan was stemming from the subdivision of the Hiltz property to create this site, but no tenants or specific use was involved at that time. This site plan will need to show the use of the property, parking per unit, layout of the buildings and storage areas, wells and septic systems.

Mr. Perlman apologized to the Board for his error in not coming back to the Planning Board. He also noted that since that time another two lots were purchased from Hiltz and he will come before the Planning Board at a later date.

Mr. Perlman was asked for plans to show floor plans for each business operation, any changes that have occurred or will occur for external changes; to seek input from the Police and Fire Chiefs, provide hours of operation, number of employees, a summary of details on what the businesses do, and the exterior lighting. Mr. Perlman asked about possible placement of manufactured housing on the other two lots. Mr. Mertz noted there might be issues of access. Mr. Perlman was advised that the site plan for the existing business locations needed to come to the Planning Board and the proposal on the other two lots would have to come before the Select Board.

Mr. Perlman thanked the Board.

The Board reviewed the plans for Mr. Wolfe's three-lot subdivision. The mylars did not reflect the stipulations on the driveway access required for approval.

The Board members agreed to come into the Town Offices to sign the corrected plans when Mrs. Lucas advises they are available.

The signed agreement between Chairman Kettnering and the authorized KGI person was reviewed.

Mr. Conkling asked about the process of getting alternates for the Planning Board. He was advised the request for volunteers was on the town website and if Board members know someone they should bring the names forward.

Mr. Joseph asked if the nursery on Route 104 was permanent. He was advised it is permitted there until his lease with the owner expires. Mrs. Lucas remembered that it was possible to break the lease by either the owner or the lessee.

SIGNING OF PLANS:

*Philip Wolfe, Jr.
136 Evergreen Drive
Tax Map R-6, Lot 24
Three Lot Subdivision*

OTHER BUSINESS:

ADJOURNMENT:

Motion to adjourn was made by Mr. Conkling and seconded by Mr. Mertz. The meeting was adjourned at 8:23 p.m.

Respectfully submitted,

Kristin Harmon

DRAFT