Meeting was called to order at 6:38 PM by Chairman Paratore.
In attendance were; Chairman Sarah Paratore, George Helwig, Mike Curley, Nick Canzano, Ray Smith, Katherine Dawson and substitute secretary Johanna Ames.

First order of business was to review correspondence which included;
A driveway permit for Grace Sanborn
A letter from ADA Architects requesting placement on the Oct. 9th agenda
2007 Small and Beginner Farmers of NH conference information
Updated copy of the Capital Improvement Chapter for the handbook from the Planning Board NH
Junkyard licensing and enforcement flyer from LGC
Landscaping at the Waters edge workshop information
66th annual LGC Conference information
Ribbon cutting ceremony information for the new academic building at Tilton School

Minutes of the September 11th, 2007 meeting were reviewed. Ms. Dawson asked that on the last page the name Northrow be corrected to Northrop. Motion by Ms. Dawson to accept the corrected minutes of Sept. 11th, 2007. Motion seconded by Mr. Curley. Motion voted, motion passed.

Chairman Paratore stated that she had received an email from Helen of the Conservation Commission asking that the Board discuss changing the 3 acre minimum to a 5 acre minimum.

As the 6:35 appointment was not present the Board moved to discussion of the Master Plan.
Ms. Dawson asked if the Conservation chapter was meant to be in addition to the existing chapter or a replacement of the chapter.
Chuck Mitchell of the Conservation Commission explained that they had edited and forwarded the current revision to the board. The last revision was submitted in 2003. The Conservation Commission is concerned that the Planning Board version had left out significant sections of what was previous in the plan and had included obsolete information i.e. Town of Belmont information.
Kathi Mitchell of the Conservation Commission stated that they had gone through the Planning Board’s version and the Conservation Commission’s version combining what they felt was relevant.
Chairman Paratore stated that the Board had approved a completed chapter before receiving the Conservation Committee’s revisions.
Mr. Mitchell stated his concerns that what the Conservation Commission feels is important not be omitted.
Ms. Paratore stated that she had found some inaccuracies in what she had reviewed, ie they do not refer to the Belknap County Soil Survey from 1968 any more due to zoning changes.

Ms. Paratore stated the Board would be happy to go through the chapter and incorporate pertinent information into the chapter.

Mr. Mitchell stated that they were not given an opportunity prior to revision to submit the material, and that the Commission wants to work with the Board. The Commission had taken major portions of the Planning Board report and added what they felt was needed. Ms. Mitchell stated that the Planning Board had three paragraphs on wetlands, one of which was irrelevant, while the Conservation Commission had a page and a half.

Ms. Paratore suggested meeting with the Conservation Commission after the Board had a chance to go through the submitted chapter. The Board invited the Conservation Commission to the Oct. 9th meeting for further discussion.

Ms. Paratore stated for the record that Mr. Helwig was to sit as a full Board Member.

At 7:03 PM the Board opened case #07-13 for a Condominium subdivision/site plan for 258 Main Street, LLC. Jeremy Mitchell, agent. Applicant proposes to convert building into a condominium form of ownership. Condominium will consist of six units. Property is located at 258 Main Street, Tilton, NH 03276. Tax Map U-5 Lot 9 in the Downtown District.

Motion by Chairman Paratore to accept the application of 258 Main St. LLC. Motion seconded by Mr. Curley. Motion voted, motion passed.

Mr. Jeremy Mitchell addressed the Board stating that 258 Main St. LLC. has recently purchased the property at 258 Main St. and is in the process of finishing renovations. Mr. Mitchell distributed plans and explained that the first floor is an existing laundry mat that is being expanded and a recording studio. The second and third floors are residential, consisting of a total of four units.

Chairman Paratore asked if they had condo documents. Mr. Mitchell explained that they are in the process of obtaining these but wanted to meet with the planning board to ensure inclusion of all that was requested.

Chairman Paratore asked how many parking spaces there would be. A total of 13, two for each residential unit the remaining for the commercial spaces. It was explained that the ordinances require two for each residential unit but that commercial requirements are at the Board’s discretion.

Ms. Dawson asked about snow storage. Mr. Mitchell stated that there is not yet a plan in place but would probably be included in the association dues. The Planning Board requires a snow storage or removal plan to be included on site plans.

Mr. Helwig stated that the parking spots will also need to be included on the site plan.

Mr. Canzano asked if the parking places will be designated for each unit. Mr. Mitchell confirmed that they would be.

The existing conditions of the building were discussed. 258 Main St. LLC. will not be adding units to the building. Chairman Paratore asked if any of the residential units were
currently occupied. There is one tenant who had moved in prior to them buying the building. The railing on the second floor was discussed.

Mr. Canzano asked if the Fire Department was going to require a sprinkler system. Mr. Mitchell stated that he did not believe so but that they were requiring a second egress for the third floor. Mr. Canzano stated that a second egress was required by law regardless.

Mr. Mitchell stated that they would be abiding by whatever the Fire Chief required.

Ms. Dawson asked about drainage in the parking lot. It may drain back to the river. Mr. Mitchell will obtain the information for the next meeting. Discussion on drainage ensued. If it is draining to the river, the Board may require an alternate plan.

Ms. Dawson asked if the lighting in the front of the building would be shaded. The Board would like to know the candle power, how high the lights are and the specs. Mr. Helwig requested an engineered lighting plan.

Chairman Paratore opened the discussion to the public at 7:20 PM.

Mr. Helwig asked if the Fire Department would be requiring a second egress for the second floor. Mr. Mitchell was not sure but will go by whatever they require.

Chairman Paratore suggested continuing the case. Dates were discussed.

Condo documents were briefly discussed.

The Board requests the following for the continuance of the case:
- Snow storage plan
- Laid out parking
- Condo documents
- Drainage plan – current and proposed
- Lighting plan

Motion by Chairman Paratore to continue case #07-13 to Oct. 23rd, 2007 at 6:35 PM.

Motion seconded by Mr. Helwig. Motion voted, motion passed.

The Board reviewed a fax from Chris Northrop. The Board believes from the correspondence that Mr. Northrop did not understand the question that was posed to him. He has not been reachable by phone.

Dwelling units versus nondwelling units were discussed. Mr. Canzano stated that the Town needs to realize that the seasonal condos bring in transient people who pay taxes but do not use the resources such as schools etc. and that he feels that it is a benefit to the Town, State and local merchants.

Chairman Paratore stated that there is currently a contradiction in the definitions. Ordinances need to be voted on at Town Meeting.

Dates for the public hearings were discussed.

Buffalo Park was briefly discussed.

Chronic absences of members of the Board were discussed.
Mr. Canzano informed the Board that he was not able to attend the next meeting.

As there was no further business, motion by Mr. Curley to adjourn the meeting. Motion seconded by Mr. Smith. All were in favor.

Meeting adjourned at 7:50 PM.

Respectfully Submitted,

Johanna Ames