6:30 p.m. Call to Order
Minutes of the June 14, 2011
Correspondence, other business

6:35 p.m. Discussion with Bob Ward of Sanbornton concerning 968 Laconia Rd Giguerre Auto Sales
Tax Map U01/004

7:00 p.m. Workshop

Members Present: Deana Cowan – Chair, Jane Alden – Vice Chair, Sarah Paratore, Mike Curley and Sandy Plessner, Ex Officio.

Others Present: Bob Ward – Sanbornton Planner and Don Bormes -Sanbornton Planning Board Chairman

Meeting: Called to order at 6:38 p.m.

6:38 p.m. Discussion with Bob Ward of Sanbornton concerning 968 Laconia Rd Giguerre Auto Sales
Tax Map U01/004

Bob Ward thanked the board for taking the time to see them. We are here to discuss Giguerre Auto Sales on 968 Laconia Rd. also known as Rte 3/11. The road frontage is in the Town of Tilton but 99% of this property is located in the Town of Sanbornton. Most of the activity on this property is in Sanbornton with part of the auto display area in Tilton.

Mr. Ward explained there was a site plan submitted to both towns’ planning boards in 1996. The existing home and garage is in Sanbornton. An addition was added on as part of the 1996 site plan. The Sanbornton setback is 30 ft.

S. Plessner stated in the Resort Commercial District Tilton also has a 30 ft. setback and our zoning doesn't allow for auto sales in this district.

Mr. Ward gave the board a history on the property with the following points:
- 9-18-96 Town of Sanbornton issues variance to permit a commercial building for indoor storage of vehicles and to develop property beyond 10% coverage for impervious materials.
- 9-19-96 Caravona (previous owners) applied for a building permit to Town of Sanbornton to add onto the existing garage.
- 9-30-96 Town of Sanbornton approves building permit. Caravona built garage addition on North side of existing garage.
- 11-7-96 Caravona applied for Site Plan Review for indoor storage of autos.
- 11-21-96 Sanbornton Planning Board held hearing on Site Plan Review.
- 12-19-96 Sanbornton Planning Board approved Caravona Site Plan showing the expansion of garage building.
- 1-28-97 Tilton Planning Board approved Caravona Site Plan showing the same.
- 8-19-2004 Caravona requested from the Sanbornton Planning Board to waive the requirements for Site Plan approval to operate a small auto sales business limited to display a single auto in driveway.

Mr. Ward explained this area even though it is in commercial zone is an aquifer area and we have provision in our zoning ordinance which states if you are in the aquifer area coverage is limited to 10% of impervious materials which would include roof tops and paving. Mr. Bormes stated they could have 4,500 ft. of impervious surface but when he drove by the site Mr. Bormes stated he believed they had more than the allowable impervious coverage.
Mr. Ward presented a photo showing approximately 29 cars but the business was only approved for 1 vehicle to be displayed on the site. Mr. Ward continued by telling the board the site is now a state inspection station. At the time the request came in for the inspection station, I spoke to Mr. Joseph Plessner and he indicated Sanbornton should handle the State’s letter asking if the site was appropriate to operate as an inspection station. When the request came in, Mr. Plessner told Mr. Ward that Sanbornton signed the DMV form which was supposed to be for the property owners’ own vehicles. This was approved for 1 vehicle, and Mr. Ward stated he would like to see the vehicles in front removed.

M. Curley explained they are in violation with the Tilton Zoning Ordinance as auto sales are not allowed in the Resort Commercial District.

S. Plessner explained the new owner had come in asking to display autos and was told auto sales was not permitted there and any cars displayed would have to be kept in Sanbornton. He was also told to get an update curb cut from DOT.

Mr. Ward stated they had come to the Tilton Planning meeting to see if both Town Planning Boards worked together with the property owner, they might be able to resolve the current violations. The Sanbornton Planning Board has said this has gone on long enough and we need to get the property owner to come into compliance with his site plan approval. The Town of Sanbornton has gone to their attorney who recommended we coordinate with the Tilton Planning Board in requesting the current owner of the property come in and do an updated site plan application for both Towns. This would require the owner to do a survey showing the existing conditions.

Mr. Ward suggested:
1. Exchange files for both towns
2. Determine if it is feasible to use the same attorney.
3. Set up a joint meeting with both board.

Mr. Ward explained this is a high priority for the Town of Sanbornton. We will be contacting Augusta for the exchange of files and to setup a joint meeting.

7:25 p.m. Chairman Cowan asked if the board members had review the revised June 14th minutes with revisions. S. Plessner made a motion to accept the minutes of June 14, 2011 as revised. Motion seconded by J. Alden. Vote taken, motion passed to approve the minutes of June 14, 2011.

Correspondence:
- Copy of the ZBA approval for the Special Exception granted to 304 Laconia Rd for Wapiti Development to build building not to exceed 5000 sq. ft.
- NHDES Permit by notification for repair of existing docks at Jay’s Marina
- DES approved Alteration of Terrain Permit for Walmart expansion.
- Letter from Atty. Dyer concerning the right of access granted to the abutter of Phillips House on Lake Rd.
- NH Town & City (June 2011)

Workshop:

Impact Fees:
S. Plessner read from an email she received from Mike Izard of LRPC.
“Thank you for the recent updates of the supporting documentation for police and fire departments but I will not be able to complete this project by June 30 even if the information is provided soon. At your suggestion I will request a contract extension this would also be an opportune time to revise the
contract to include the development of an impact fee ordinance if the Planning Board would like LRPC to prepare this. The ordinance provides guidance for the fee schedule and should be in place first. Let me know how you would like to proceed.”

S. Paratore “feels if LPRC has the analysis complete in time for the Board to put on the ballot next March. If they had final analysis and wording ready by December we could comment, ask questions and get clarification in January and still get it on the March ballot. By that time LRPC will have had a full year longer then what they contracted to do the project. I don’t believe we need LRPC to help us with the wording of the ordinance given us permission to charge impact fees, we can handle this internally.”

S. Plessner agrees with S. Paratore. I have made copies of several impact fee ordinances from several other communities and they are very straight forward. When assessing impact fees it is for something that is in the Capital Improvement Plan that you are saving for. We will need to work on the CIP for this year. The CIP forms must be sent out in July and August, form a committee in September, have hearings so we can submit the results to the Budget Committee in October.

Master Plan;

Copies of the Master Plan were given to the members present and copies will be sent to the other members for review and discussion at our next meeting. Augusta will be requesting updated equipment lists from highway and fire departments.

Motion made and seconded to adjourn the meeting,

Meeting adjourned at 8:30 p.m.

Minutes prepared by Augusta Marsh

(These minutes are subject to the review and approval by the Planning Board at our next scheduled meeting.)