Tilton Planning Board
Meeting Minutes – January 30, 2018

Agenda
6:30 PM Call to order.

Public Hearing on Zoning Amendments

COPIES OF THE ZONING AMENDMENTS ARE AVAILABLE FOR REVIEW
IN THE TOWN CLERK’S OFFICE: M-F, 8:30 AM – 4:15 PM

Amendment 1 (prepared by the Planning Board)
The effect of the proposed amendment would be to revise Articles 2 & 6 to define “self storage facilities” and to establish that such uses shall be permitted in the Regional Commercial, General Commercial and Industrial districts and allowed through Special Exception in the Mixed Use and Resort Commercial districts.

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Review the December 28, 2017, January 9, 2018 & January 10, 2018 Minutes

PB17-14 Continuation of Subdivision, Site Plan Review and Conditional Use Permit (Groundwater Protection District) – proposal from Tilton Retail, LLC to subdivide the existing two lots into three and to construct and operate multiple commercial units including retail and restaurant uses at 80 & 96 East Main Street in the Regional Commercial district (R24/12 & 13)

PB18-01 Continuation of Site Plan Review – proposal from AutoServ to operate an automobile and automobile parts sales business at 67 East Main Street in the Regional Commercial district (R24/3)

Other Business:
● Correspondence
● Other business

Members Present:
Judy Tilton (Chair), Jane Alden, Eric Pyra, Christine Dembitzky, Deb Shepard, Juliet Harvey and Katherine Dawson (ex-officio Selectman)

Others Present:
John Hanson, Mike Rivers, Barbara Barbuto, Dennis Gaudet and Dari Sassan (Planning Board Staff)

Call to Order
Chairman Tilton called the meeting to order at approximately 6:32 PM.

**Public Hearing on Zoning Amendments**
Mr. Sassan explained that, although a public hearing had already been conducted for all 6 amendments to be presented on the ballot at 2018 Town Meeting, notice of a hearing for Amendment 1 had to be sent via first class mail to property owners in potentially impacted zones consisting of fewer than 100 properties.

Chairman Tilton read the text of the proposed ballot question for Amendment 1 and she opened the public hearing. No Public comment was offered.

MOVED by Ms. Alden that the Planning Board propose Amendment 1 as drafted for legislative approval at 2018 Town Meeting. SECONDED by Ms. Dembitzky.

All in favor, none opposed: MOTION APPROVED.

**Review the December 28, 2017 minutes**
MOVED by Ms. Dembitzky to approve the minutes of the December 28, 2017 Planning Board Meeting. SECONDED by Ms. Alden.

All in favor, none opposed: MOTION APPROVED.

**Review the January 9, 2018 minutes**
MOVED by Ms. Dembitzky to approve the minutes of the January 9, 2018 Planning Board Meeting. SECONDED by Ms. Alden.

All in favor, none opposed: MOTION APPROVED.

**Review the January 10, 2018 minutes**
MOVED by Ms. Shepard to approve the minutes of the January 10, 2018 Planning Board Meeting. SECONDED by Ms. Harvey.

All in favor, none opposed: MOTION APPROVED.
Tilton Planning Board
Meeting Minutes – January 30, 2018

Planning Board Case 17-14
Mr. Sassan read a letter from the applicant requesting that the case be continued to the February 13, 2018 meeting to allow more time for third-party engineering review.

MOVED by Ms. Alden to continue PB Case 17-14 to the February 13, 2018 Planning Board meeting. SECONDED by Ms. Harvey.

All in favor, none opposed: MOTION APPROVED.

Planning Board Case 18-01
MOVED by Ms. Harvey to accept PB Case 18-01 for deliberation, noting that certain elements of the application remain incomplete. SECONDED by Ms. Dawson.

All in favor, none opposed: MOTION APPROVED.

Mr. Gaudet explained that the site had previously been used as a furniture business, and he said that no changes would be made to the exterior layout, lighting or landscaping. Ms. Shepard asked about parking. Mr. Gaudet said that a new storage lot would be acquired elsewhere and that space currently used for vehicle storage would be made available for customer parking. Ms. Shepard asked if vehicles would be sold at the location, or just vehicle parts. Mr. Gaudet said that large trucks would be ordered from the location. Ms. Shepard asked if any service would be performed on vehicles. Mr. Gaudet said that no service would be performed at the location. He said that customers would park along the front of the building and vehicle stock would be kept on the side.

Ms. Dawson expressed concern regarding two pipes depicted on the plan. She added that a spring had also been discovered in the vicinity of the pipes. Mr. Gaudet said that no changes were being proposed to the property. Ms. Dawson said that a proposed snow storage area located where the two pipes converge should be moved. Board Members provided the following list of items requiring additional clarification:

1. Investigate the area between the Bittern Lane entrance to Agway and the entrance to MB Tractor. This area appears to receive drainage from both businesses and the plan shows two 12” pipes perpendicular to each other both conveying drainage to or from the area. The Board
Tilton Planning Board
Meeting Minutes – January 30, 2018

needs confirmation that drainage entering icehouse pond from this location is not degrading water quality in icehouse pond. Also, it appears that a source of water is coming to the surface in that area and there is some question as to whether the area could be categorized as "wetland."

2. Exterior lighting needs to be depicted on the plan.

3. Snow storage:
   a. On the left side, a 20-foot buffer line needs to be drawn around the pond to show that the snow storage area is not in the wetland buffer.
   b. The snow storage area on the right side, in the vicinity of the wet area mentioned above in item #1, should be moved to prevent contaminated snow melt from traveling directly into the pond via the underground pipes.

4. The Zoning Ordinance requires that there be 1 space for every 300 sq ft of floor area, plus 1 space for every 5 employees during the largest shift. A note or table demonstrating compliance with this regulation should be shown on the plan or submitted as a supplement.

MOVED by Mr. Shepard to waive the following site plan review submission requirements for Case 18-01:
   1. Grades
   2. Existing wells, septic tanks and leach fields
   3. Elevations
   4. Additional information for plan involving 3 or more lots

SECONDED by Ms. Alden.

All in favor, none opposed: MOTION APPROVED.

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MOVED by Mr. Pyra to continue PB Case 18-01 to the February 27, 2018 Planning Board Meeting. SECONDED by Ms. Alden.

All in favor, none opposed: MOTION APPROVED.

Other Business
MOVED by Ms. Dembitzky to adjourn this meeting. SECONDED by Mr. Pyra.

All in favor, none opposed: MOTION APPROVED.

The meeting adjourned at 7:36 PM.

JT/ds