Tilton Planning Board
Meeting Minutes – July 10, 2018

Agenda
6:30 PM Call to order.

Review the June 26, 2018 Minutes

PB18-07 Continuation of Site Plan Review – proposal from Bill Coulter to expand the existing brewpub to include exterior seating and additional parking and interior seating at 407 West Main Street in the Mixed Use district (U8/41)

PB18-09 Continuation of Site Plan Review – proposal from Marc Bourgeois to expand the existing MB Tractor business to include additional outdoor equipment storage areas and associated stormwater management controls at 10 Bittern Lane in the Regional Commercial district (R24/4)

PB18-10 Continuation of Site Plan Review – proposal from Marc Bourgeois to expand the existing MB Tractor business to include a new cold storage building and outdoor equipment storage areas at 18 Bittern Lane in the Regional Commercial district (R24/5)

PB18-11 Subdivision – proposal from Milford Trust to subdivide one lot into three at Sanborn Road (between the Eversource power line easement & 152 Sanborn Road) in the Industrial district (R19/15-2)

Other Business:
- Correspondence
- Other business

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

Others Present:
Tim Bernier (TF Bernier, Inc. - Kettlehead), Bill Coulter (Kettlehead), Bruce Howard (168 Sanborn Road), Melissa Howard (152 Sanborn Road), Erin Lambert (Nobis Engineering), Marc Bourgeois (MB
Tractor & Equipment), Robert Conklin and Dari Sassan (Planning Board Staff)

**Call to Order**
Chairman Tilton called the meeting to order at approximately 6:35 PM.

**Review the June 26, 2018 minutes**
Chairman Tilton said that the June 26, 2018 minutes would be reviewed at a future meeting.

**Planning Board Case 18-07**
Mr. Bernier introduced the proposal, saying that he approached the design as if it were a new lot. He said that unnecessary pavement was eliminated and that entrances and exits were better defined. He said that the road agent had required that any parking areas or other structures must be at least 10 feet from the edge of pavement on Deer Street. Mr. Bernier said that a chain link fence and crosswalk have been proposed and that the sidewalk will be better defined.

Ms. Tilton asked if the electrical business is to be removed. Mr. Coulter said that the electrical business would remain, adding that the electrical business and the brewery are not open at the same time.

Board Members discussed snow storage and it was agreed that additional storage could be made available in the rear of the property near Deer Street. Board Members asked about the outdoor seating area. Mr. Bernier said that it would be constructed of a raised concrete platform including a barrier and that a patio entrance would be added to the building.

Chairman Tilton asked if anyone from the public wished to comment. Mr. Conklin expressed that there are presently significant parking issues. He also expressed concern regarding the location of snow storage and accessible spaces.

**MOVED by Ms. Harvey to approve PB Case 18-07 with the following conditions:**

1. Signage serving to prohibit roadside parking shall be placed along the fence running parallel to Deer Street.
2. The fence on the north side of the property shall be relocated to coincide with the property line, allowing for snow storage in that vicinity.
3. 2 ADA compliant parking spaces shall be added, including 1 van accessible space.
4. Fire department approval must be obtained.

SECONDED by Ms. Dembitzky.

All in favor, none opposed: MOTION APPROVED.

PB Case 18-09

MOVED by Ms. Dembitzky to continue PB Case 18-09 to the August 14, 2018 meeting. SECONDED by Mr. Pyra.

All in favor, none opposed: MOTION APPROVED.

PB Case 18-10

Ms. Lambert said that the last property survey was conducted in 2005, and that survey was accepted for the 2016 application. She said that the third party engineer report revealed that the wetlands buffer is 100 feet for this property, not 20 feet. She said that, as a result of this discovery, a conditional use permit would be necessary. She said that she would meet with the Conservation Commission to obtain comments pertaining to the conditional use permit.

Ms. Lambert said that the applicant is seeking a phased approval, including approval at this meeting to commence with construction of the building. She said that she would resubmit materials for the overall site plan proposal for deliberation at a future meeting.

Chairman Tilton asked if anyone from the public wished to comment. No public comment was offered.

MOVED by Ms. Harvey to approve Phase 1 pursuant to PB Case 18-10, allowing only for the construction of the proposed building as depicted on the plan. SECONDED by Ms. Dawson.

All in favor, none opposed: MOTION APPROVED.

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MOVED by Ms. Dembitzky to continue PB Case 18-10 to the August 14, 2018 meeting.
SECONDED by Mr. Pyra.

All in favor, none opposed: MOTION APPROVED.

PB Case 18-11

MOVED by Ms. Harvey to accept PB Case 18-11. SECONDED by Ms. Dembitzky.

All in favor, none opposed: MOTION APPROVED.

Ms. McCourt described the proposal and said that it would require a conditional use permit which she said she would present at a Conservation Commission meeting. Ms. McCourt addressed a comment letter submitted by an abutter. She said that the installation of the northern driveway would require removal of trees in that area, but that trees would not be removed between the location of the driveway and the northern property line. Ms. McCourt said that the trees to be removed would be depicted on the next version of the plans. She said that the property includes sufficient frontage to allow for two driveways. Ms. McCourt said that necessary permits will be obtained for any wetlands disturbances.

Chairman Tilton asked if anyone from the public wished to comment. Ms. Howard asked if any consideration has been given as to how the proposed development might impact property values of surrounding properties. Ms. McCourt said that the site is zoned Industrial and that the applicant should be permitted to undertake industrial uses without conducting a market study.

Ms. Howard noted that the applicant initially plans to use two of the proposed lots for storage, and she asked what the other lot would be used for. Ms. McCourt said that the applicant is subdividing the parcel into 3 lots because it is the most that the Zoning Ordinance will permit, and that future site plan approval would be needed for further development of the lots.

Ms. Howard asked if the proposed temporarily placed mobile home units would be visible to abutters. Ms. McCourt said that there is significant vegetative buffering, but that some of the houses could potentially be visible.

Mr. Howard said that he recently applied for a driveway permit from DOT for a nearby parcel and was turned down. He speculated that DOT may not be willing to issue two driveway permits, as proposed.
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by Ms. McCourt.

MOVED by Ms. Alden to continue PB Case 18-11 to the August 14, 2018 Planning Board Meeting.  
SECONDED by Ms. Dawson.

All in favor, none opposed: MOTION APPROVED.

The Board reviewed a Change of Use review form in which the applicant proposed temporarily storing mobile home units on the site.  Ms. Dawson said that all of the proposed uses would require a Special Exception.  The Board discussed that the proposed use shall require site plan review.

MOVED by Ms. Harvey to require site plan review for the proposed temporary storage of . SECONDED by Mr. Pyra.

All in favor, none opposed: MOTION APPROVED.

Other Business
Ms. Dawson and Mr. Sassan discussed the concepts of active and substantial development and substantial completion.  Mr. Sassan said that a subdivision proposing only new lot lines, and not proposing any improvements such as grading or road construction, would be vested the moment the applicant records the plan because there are no tasks to complete pursuant to reaching project completion.  Ms. Dawson expressed disagreement.

MOVED by Mr. Pyra to adjourn this meeting.  SECONDED by Mr. Dembitzky.

All in favor, none opposed: MOTION APPROVED.

The meeting adjourned at 8:16 PM.

JT/ds