



PLANNING BOARD MEETING MINUTES

Thursday November 19, 2015

Town Hall Meeting Room

6:30 p.m.

Call to Order

Chair David Andreesen called the meeting to order

Pledge of Allegiance

Introduction of Board Members

Regular Board Members Present:

David Andreesen; Paul Boisvert; David Dow; Nichole Fecteau; Niles Schore;

Regular Board Member(s) Absent:

None

Alternate Members Present:

Judy Burgess; John England

Staff Members Present:

Joseph Rousselle, CEO; John Stoll, Town Planner

Public Comment

Approval of Minutes

- November 5, 2015

Paul Boisvert and Nichole Fecteau clarified that Workforce Housing Coalition should be changed to Workforce Housing Coalition of the Greater Seacoast

Motion: Niles Schore made a motion to accept the minutes as amended

Second: Nichole Fecteau

VOTED – 5-0 in favor

Motion Passed

In favor: David Andreesen; Paul Boisvert; David Dow; Nichole Fecteau; Niles Schore

Opposed: None

Abstain: None

Public Hearing

- None Scheduled

Old Business

- None Scheduled

New Business

- Conditional Use Application Proposed single family residential in RC/I District
 - 474 Portland Street Map R-71, Lot 7A – John Garafolo

John Stoll summarized the staff report for this application item. Mr. Stoll stated that the Planning Department would like the applicant to verify the side setback for the home. With this requested additional submission the Department recommends that the application is complete. Mr. Stoll also advised the Board to add a condition of approval that this home will remain an accessory to the storage business since the home has not been placed on the lot so that a future subdivision could occur.

Judy Burgess stated that she agreed with the Planner's recommendation for a condition of approval to be included for the home to remain an accessory to the storage facility. Mr. Schore concurred. Nichole Fecteau asked if the applicant would be prevented from renting the home out in the future if the proposed condition of approval was added. Mr. Stoll stated that the applicant would be prevented from renting the property without returning to the Board and requesting a conditional use amendment.

Chair Andreesen asked the applicant what the side setback in question was. The applicant answered that he believed it to be 40 feet but would have Civil Consultants include the actual setback on the final plan.

Paul Boisvert asked the applicant if the home would be impacting any surrounding wetlands. The applicant stated that the home would not impact any wetlands.

Nichole Fecteau asked if this application would require any LID submission. Mr. Stoll answered that the applicant would be required to submit some statement documenting that they had considered some Low Impact Development (LID).

Chair Andreesen asked Mr. Stoll to read back the submission recommendations at this time. Mr. Stoll read aloud: Include side setback on plan, include access points, submit memo for LID.

Niles Schore asked if there was a time deadline for the requested submissions. Mr. Stoll stated that they needed to be submitted prior to the next meeting.

Motion: Niles Schore made a motion to approve the application as complete with recommendations with the condition that the additional submissions that were discussed are submitted prior to the next meeting.

Second: Paul Boisvert

VOTED – 5-0 in favor

Motion Passed

In favor: David Andreesen; Paul Boisvert; David Dow; Nichole Fecteau; Niles Schore

Opposed: None

Abstain: None

No site walk was scheduled for this item. A public hearing was scheduled for December 3, 2015.

- Conditional Use Application – Proposed Commercial Office
 - 46 Knox Lane Map U-6, Lot 25 – David Turcotte

John Stoll summarized the staff report and gave a recommendation to the Board that the application was complete. Dustin Morrill of Line Pro Surveying explained his application to the Board.

Judy Burgess asked the applicant to clarify a letter received from the Berwick Fire Department describing this use as storage and/or maintenance facility. Mr. Morrill stated that this was a professional office and would not be a storage and/or maintenance facility. Ms. Burgess asked how many residences were officially on the right of way in front of the lot. Mr. Morrill stated that the mobile home across the road was officially on the right of way. Ms. Burgess asked if the right of way was paved, and Mr. Morrill confirmed that it was.

Paul Boisvert asked what the current use of the lot was. The applicant stated that the lot was vacant.

Nichole Fecteau asked if the proposed use would increase traffic volume on the existing right of way, and Mr. Morrill stated that it would not due to the current storage of vehicles at this location.

John England asked if the overhang shown on the plan was currently a storage area. The applicant stated that it could be but that wasn't made clear to him at this point.

The Board scheduled a site walk for Thursday December 3, 2015 at 3:30 p.m. A public hearing was scheduled for this item 12/3/15 at 6:30 p.m.

Motion: Nichole Fecteau made a motion to accept the application as complete

Second: Mr. Schore

VOTED – 5-0 in favor

Motion Passed

In favor: David Andreesen; Paul Boisvert; David Dow; Nichole Fecteau; Niles Schore

Opposed: None

David Andreesen, Chair

Date