

TOWN OF LOUDON  
LOUDON, NEW HAMPSHIRE

COPY

PLANNING BOARD MINUTES  
OF APRIL 19, 2007

**Meeting called to order at 7:00 PM by Chairman Tom Dow.**

**Attendance:**

Tom Moore, Vice Chairman Stanley Prescott, Chairman Tom Dow, Gary Tasker, Henry Huntington, Ex-Officio Dustin Bowles, and Steve Jackson were present.  
Jessica Storey was present to represent the Conservation Commission.  
Police Chief/Code Enforcement Bob Fiske was present.  
Fire Department representative Jim McNeil was present.

**Election of officers:**

*Gary Tasker made a motion to nominate Tom Dow as Chairman; seconded by Henry Huntington. All were in favor.*

*Tom Moore made a motion to nominate Stan Prescott as Vice Chairman; seconded by Gary Tasker. All were in favor.*

**Alternates:**

*Gary Tasker made a motion to appoint Bob Ordway as an Alternate; seconded by Steve Jackson. All were in favor.*

*Tom Moore made a motion to appoint Jeff Green as an Alternate; seconded by Henry Huntington. All were in favor.*

Alternates were advised to see the Town Clerk to be sworn in.

**Acceptance of Minutes:**

March 15, 2007 Public Hearing. *Henry Huntington made a motion to accept the minutes as presented, seconded by Dustin Bowles. All were in favor.*

March 15, 2007 CIP Public Hearing/Adoption. *Henry Huntington made a motion to accept the minutes as presented, seconded by Stan Prescott. All were in favor.*

March 29, 2007 Site Walk-Loudon Woods Estates. It was noted that Bob Ordway should be listed as an abutter rather than a Planning Board member. *Dustin Bowles made a motion to accept the minutes with that revision; seconded by Gary Tasker. All were in favor.*

March 29, 2007 Site Walk-Septic Disposal Solutions. It was noted that Bob Ordway should be listed as present from the public rather than a Planning Board member. *Steve Jackson made a motion to accept the minutes with that revision; seconded by Dustin Bowles. All were in favor.*

**Discussions:**

Parking Permits – There were no representatives present from Atlas Fireworks, Motophoria, Ken Bean or Robert Searles. All were notified to be at this meeting because of infractions during last year's race season. Chief Fiske said he would like the Board to mandate that all four permit

holders come before the Board before permitting them to continue their daytime parking. Tom Dow stated that Ken Bean has been ill and has asked to come in next month. Steve Jackson reported that there will be new ownership of Motophoria within the next week. He asked that the new owner be given the opportunity to come to the Board in May. It was agreed that a notice will be sent to the new owner of the Motophoria property. (Robert Searles entered the meeting at a later point)

Boar's Tavern – Outdoor Seating Area – As part of the initial approval of the site plan for outdoor seating, the owner of the Tavern is required to come to the Board for annual review. Bob Fiske reported that there was one small incident last year but it was nothing significant and there was no commotion. Abutter Dave Zarges stated that the owners have done a good job handling the noise and commended them for their efforts. Chairman Dow reviewed the conditions of the Notice of Decision. Bob Fiske said he had no objection to the renewal of the outdoor seating permit. Dustin Bowles said as long as they keep a handle on things, there should be no problem. The Board agreed to renew the permit and will review it again next year.

### **Old Business:**

1. **Application # 07-02, Loudon Woods Estates** – Major Subdivision, Located on Chichester Road, in the RR District. Map 2, Lot 23. There were no abutters present. Owners Gary Vermette and Joe Bohi were present. Peter Holden of Holden Engineering reviewed the project to date. He addressed the items that were discussed at the site walk. He noted that the 50' right-of-way that was suggested as access to the backland would move it closer to the river. He offered the option of an easement on two properties with the ability to allow the town to buy it for \$1. He said it could then become a road to develop the property at the back. Mr. Holden addressed the cul-de-sac. He suggested making the center smaller rather than making the cul-de-sac bigger. He thought maybe 20-25' rather than 35'. He noted that the concern was trucks getting around the cul-de-sac and asked if there was a preference. There was discussion of the situation on Wellington Lane, the radius of that cul-de-sac and the lack of flares. There was discussion of taking a lot or two out of this plan, the road frontage of Lot 2, and building an access road in far enough to give that lot the appropriate frontage. Stan Prescott said he does not agree with the easement idea. Peter Holden asked if they could build the road shorter, noting that it is a road to nowhere. Mr. Prescott said the alternative is to build the road to the back property line. Dustin Bowles asked Mr. Prescott how far he was talking about going with the road as he thought they were just talking about grubbing the area. Mr. Holden said doing the road would be to get the required frontage on that corner lot. Mr. Bowles said they could not combine frontage on two sides to get the required amount. He said this road would need a T turn or hammer head.

Mr. Holden addressed the cistern. He noted the plan for one cistern on the new road and asked the Board if they would agree to sprinklers for the lots not covered by that cistern. Henry Huntington said his concern would be the last lot on Bee Hole (previously approved subdivision). Gary Vermette stated that the lot has been sold to Joe Bohi and it could be required that the house have a sprinkler system. Stan Prescott said he would like to stay with cisterns. Tom Dow asked if two cisterns were being used. Peter Holden said it would be one cistern, with the remaining six lots having sprinklers. Gary Tasker said he was not comfortable with the control of that last lot. Joe Bohi stated that he would guarantee that Lot 1 will be sprinklered.

Henry Huntington suggested getting a signed letter from the owner. Peter Holden said he could put it on the former plan and re-record the plan. Mr. Huntington and Mr. Tasker said they would be satisfied with that.

Mr. Holden addressed the Beehole Road approach to Chichester Road. He showed the road profile, saying he does not feel it could be made any flatter due to the grade of Beehole Road. There was some discussion of possible options. Joe Bohi said the road rises about 2' at the sides at the end of Beehole Road. He suggested the bottom of Bee Hole could be picked up. It was noted that an engineer has looked at it and it is thought to be more a Chichester Road problem than Beehole. Gary Tasker said they might need to look at Chichester Road as part of the solution. Discussion continued about possible options of improving the Beehole approach to Chichester Road.

Tom Dow asked if the maintenance pad has been moved. Peter Holden said he will fix the engineer's comments all at one time. He asked for a 90-day extension of this application.

***Henry Huntington made a motion to continue this hearing to May 17, 2007, 7pm at the Community Building; seconded by Dustin Bowles. All were in favor. This will be the only notification.***

2. **Application # 07-03, Septic Disposal Solutions**-Major Site Development, Located on Dump Road, in the C/I District. Map 40, Lot 7. There were no abutters present. SDS members Paul & Darlene Johnson and Bill Gosse, engineer Jennifer McCourt, property owner David Moody, surveyor Jeff Green, and employee Michael Enright were present. Brandon Giuda spoke on behalf of the applicants. Mr. Giuda said there were two issues to be discussed, those being subdivision and special exception for tanks. He said the Board may have asked his clients to go before the ZBA for those issues but the ZBA does not have authority of subdivisions or site developments. He noted that site development is allowed without subdivision, citing Harry-O and Fox Pond Plaza as examples. Mr. Giuda said he would compare the Moody property to a park and ride area. He reviewed the current use of the property: log and cut wood storage with no buildings; some areas leftover from Pike, not in use and not able to use; dumpster storage; concrete form storage; portable toilet storage; scales and scale house not used in several years; portable sawmill under a tent. He said this is a multi-use site but it is not like there are multiple businesses operating out of the property as most are simply storing items there. He reviewed the layout of the building, noting that the property owner is building and leasing the building, and this is not a land lease. Mr. Giuda said the charge of the Board is to make policy and how to apply that policy. He said he was told that town counsel Bart Mayer wants to see this parcel subdivided because there are so many uses on the property. Mr. Giuda said he does not feel subdividing is required. He said an applicant can come in with site review. He stated that this is an ideal spot for this project, noting that the groundwater monitoring zone of the town's septage lagoon would limit the use of that area for most other uses. He noted that other areas in town have been approved for multi-use and noted that the applicant has made effort to delineate the area for this project. Mr. Giuda said he is asking for discussion and a decision that this business will be allowed without subdividing. Gary Tasker asked where Mr. Giuda heard of Bart Mayer's thoughts. Mr. Giuda said he talked with Mr. Mayer about the meeting that was held. He said he asked Mr. Mayer about what the applicants had heard but Mr. Mayer did not give him the policy.

Steve Jackson asked Mr. Giuda his interpretation of the Zoning Ordinance's five acres for commercial use. Mr. Giuda said it is required and this piece is thirty acres. He said the five acres could be delineated, noting that if the DES setbacks are put in there would be almost seven acres. Stan Prescott asked Mr. Giuda if he felt zoning is law or rules and regulations. Mr. Giuda said zoning is definitely law and interpretation is up to the Planning Board. He said it is law that an applicant can come in with a site development and not have to come in with a subdivision. Mr. Prescott asked what the Zoning Ordinance says about C/I District. Mr. Giuda said it is five acres, adding that there could be multiple uses such as Harry-O and Fox Pond Plaza. Gary Tasker said those uses on those properties were discussed. He said if this is being treated as a site development then all uses would be discussed. He said he would want to see site development for the whole lot. Mr. Giuda said it has been suggested that all other uses be moved out of the area of this facility.

Dustin Bowles asked about access to the property. He feels it needs to be more than a dirt road and there should be a cul-de-sac and better organized. Mr. Giuda said the traffic on this property would not come close to what is seen at a typical commercial site, noting that the number of trips is limited. Gary Tasker said the area needs to be safe and looked at as a site development for multiple uses. Tom Dow said access roads should be built as required. Gary Tasker said it should be determined if all of the current uses are allowable. Stan Prescott said he would agree. Darlene Johnson said that a site plan was approved by the Board in 2005. Brandon Giuda said he would like to stay on focus and get a decision that a site development can be done so the applicants can move forward. Stan Prescott said he heard Mr. Giuda say that they are not leasing the land. Mr. Giuda said the property owner is building the building and SDS is leasing it, the parking spaces, and tank location.

Tom Dow said the Board is trying not to overlook anything, noting this is a good spot for the use. He said the lumber yard is a structure under the definitions and is a business based on the regulations. He said, with now adding this use, that he feels this is getting close to an industrial park, should go by industrial park rules, and should have a proper access. Mr. Dow said the owner has to look at this as a permanent fixture, considering safety measures, road, etc. Mr. Giuda said this would be a site review, not a subdivision, noting this is the first significant business. Gary Tasker said this can be summed up by Section 13.1 of the Land Development Regulations. Mr. Giuda said he would like a decision from the Board to go with site development rather than subdivision. Gary Tasker noted concerns of traffic flow and slopes and said those need to be addressed. He said to come back with a plan that meets the requirements. Mr. Giuda asked for a determination by the Board that a site development was acceptable. Tom Dow said there was a workshop with Bart Mayer. Mr. Dow said Mr. Mayer touched base on subdivisions and told board members to read and study the subdivision regulations. He said Mr. Mayer said this should be treated as a subdivision. Chairman Dow said that Mr. Mayer reinforced the Board's handling of such situations in other areas of town, noting the Fillmore subdivision/industrial park as one. He said because there are multiple businesses on this property it was recommended to handle in the same manner. Mr. Giuda said the determination of subdividing is on the owner, and he feels you cannot take the definition and say code requires it. He said that the owner has the option to subdivide and then lease a parcel if he chooses but it is not required by the regulations. Tom Dow said other areas cited came in for full site review. Mr. Giuda said he agreed and that is the way that SDS would like to go. Stan Prescott said they

required Fillmore to create an industrial park and he subdivided commercial lots and then when he wanted to create industrial lots he had to consolidate some lots. He said he feels the Ordinance speaks for itself. Brandon Giuda read that the categories of land development are subdivision and site development and said there is no question that multiple uses are allowed. He then read the definition of site development and said that the Ordinance allows Fillmore to decide if he wants to lease land or subdivide as it is the owner's decision. Stan Prescott said the key is that the owner decides if they want to own the land or lease, and if they lease the land they have to subdivide it. Mr. Giuda said there is nothing in the Zoning Ordinance that requires subdividing. Gary Tasker said that Section 7.2, major site development, allows mixed use. Henry Huntington said, after hearing Bart Mayer's recommendation and Mr. Giuda's argument, he has to lean toward the fact that this can be a multi-use site. He said what he feels the Board wants is more control of the site and, with everything he is hearing and reading, he feels that can be done with a major site development. He said the Board has been told that the other uses on the property are somewhat minor uses and he feels it would be easy to have the site developed and laid out the way the Board would require it to be laid out under a major site development. Mr. Huntington said whether it is roadways or driveway throughout the site, the Board can accomplish what they are trying to do by make the site a better situation than it is now. He said the Board has the opportunity to do that with a major site development.

Steve Jackson said knowing that the property owner would own the building helped clarify things somewhat. Dustin Bowles said this might work for today but wondered what would happen if it was sold and a future owner wanted to subdivide. He asked if the Board should put a restriction on it that it can never be subdivided. Brandon Giuda said once a major site development is registered it cannot be changed without coming to the Planning Board. Dustin Bowles asked what the circled area on the plan represented. Mr. Giuda said that was the DES setbacks. Mr. Bowles said he wants it so there are no other uses on that five acres, no overlapping. Discussion followed. Stan Prescott said he will agree to site development as compared to subdivision. Gary Tasker said he would like to see site development of the full parcel, including the road system, organized, slopes addressed, as in the site development regulations. Henry Huntington said the five acres needs to be delineated. Gary Tasker said safety was important and that a lot can be done to make the area more workable and more useful. There was discussion about the gravel pit and site development instead of a reclamation plan. Gary Tasker said it is mixed use and asked Mr. Green if he feels that the Board can require space between the uses as a safety factor. Mr. Green agreed that buffers would be appropriate. Roy Buttrick said he feels that the town needs to start developing along Route 106 as this would create more taxable area without impacting town services. Roy Merrill said he would agree with Tom Dow in that they should start out right, listen to the town attorney, put the road in, and set it up right. He said the saw mill was never approved. Mr. Giuda said site development looks at the whole site. Gary Tasker asked Stan Prescott if he is in agreement with site development. Mr. Prescott said he is not totally convinced. Steve Jackson said he is satisfied with site development, referring to S206.4, delineating five acres and no overlap. Stan Prescott said he has mixed emotions, saying that zoning is what is required and he wants it laid out so they can see five acres. Gary Tasker said maybe the Board should send them away with the understanding that site development would be acceptable and have them do their research of what zoning requires and come back with a full site plan that meets the

zoning requirements. Mr. Prescott said he would like to see each entity shown with five acres for industrial use and two acres for commercial use. Gary Tasker said Mr. Giuda is looking for direction. Dustin Bowles said to delineate each use. Gary Tasker asked if they should do a show of hands on how to direct the applicants. Tom Moore said the saw mill will have to be addressed. Tom Dow said if they want to deal with just those five acres, they have to subdivide. If they want to do site development then it would be the full parcel. Mr. Giuda pointed out that even with five acres it could have multiple uses based on the regulations. Stan Prescott said they saw a 40' banking with 1:1 slopes and the owner should decide how to reclaim and straighten that out. Mr. Giuda said he agrees with the concerns. Tom Dow said it would be in the best interest of the owner to get things clarified. Mr. Giuda said the plan for tonight is to get a decision on site development.

Chairman Dow closed the hearing to the public and opened it to the Board only. There was no further discussion. A poll of the Board was taken. Steve Jackson said he would be in favor of a site plan of the entire parcel in lieu of a subdivision or if they wanted to deal only with the five acres then they would have to do a subdivision. Gary Tasker-agreed; Henry Huntington-agreed; Dustin Bowles-agreed; Stan Prescott-agreed; Tom Moore-agreed; Tom Dow-agreed.

Brandon Giuda then addressed the bulk storage that the Board had told the applicant that they would have to see the ZBA for. He said an ordinance describes what it wants and conditions are listed under that. He referred to S206.6, noting that if it referred to any type of tank it would then include septic tanks and other types of tanks. Steve Jackson asked what the problem was with going to the ZBA and asked if Harry-O had done that. Dustin Bowles said he learned that Harry-O did not have a special exception for tanks but had state permits. Mr. Giuda said he does not feel that the ordinance requires it and it is not a matter of being approved. He said these tanks are liquid septage and are permitted by DES. There was discussion of the tanks. Dustin Bowles said it would be best to put it on record with a special exception. Roy Merrill said that last month the ZBA agreed they have to have a special exception and are on the agenda for this month. Mr. Giuda said he does not feel the special exception is required and that the Planning Board has to make the decision to send an applicant to ZBA. Brief discussion followed. ***Steve Jackson said that he would make a motion to direct the applicant, based on S206.6 (A), to the ZBA for a special exception; seconded by Henry Huntington.*** Dustin Bowles said it was in the best interest of everyone to know what is there and have it on record. Henry Huntington said that Mr. Giuda definitely pointed out some potential ambiguity of the ordinance that might want to be addressed in the future. He also said he would interpret the ordinance as that they need a special exception. ***All were in favor.***

## **Discussions:**

Parking Permit-Robert Searles Gary Tasker said he worked with Mr. Searles to meet some of the concerns of Chief Fiske. Mr. Fiske said that Mr. Searles was initially permitted for 150 vehicles and that was before the state took back some space. He noted that Mr. Searles submitted a new plan for 125 vehicles. Mr. Searles said the amount of cars is based on small cars or larger cars. He said the maximum would be 186. Stan Prescott said the plan cannot be speculative. Steve Jackson asked how many vehicles were parked at the last race. Mr. Searles said he had 137 vehicles. Steve Jackson asked if the state land was used. Mr. Searles said it was. He said Mr. Fiske brought up the point of close calls with vehicles pulling onto Route 106

so he is eliminating the use of the state slope. Gary Tasker said that Mr. Searles should draw in 125 spots and that is it. Tom Moore said travel lanes need to be maintained for safety. He said that Mr. Searles needs to stay on his own property and monitor the lot. Chief Fiske noted that the original map shows some areas with no parking yet the new map uses those areas. He said the fire department would probably require better delineation of the corridors. He also noted that the plan shows crime tape but the state is requiring snow fence erected at a minimum of 25' from the asphalt. There was discussion of the location of the site, type of fencing required, and width of travel lanes in the parking lot. Tom Dow instructed Mr. Searles to draw the actual spaces on a plan and show the snow fence 25' from the asphalt along the entire frontage except the driveway opening. Chief Fiske noted that it is the responsibility of the applicant to get people to the track transportation. Gary Tasker repeated what is expected of Mr. Searles. Chief Fiske requested that the Board approve for the July race only and if there were infractions then there would be no parking for the September race. Steve Jackson noted that the permit states that it can be revoked. Mr. Fiske said the issues have to be corrected. He also said the applicant has to have driveway access from the state on a yearly basis. Stan Prescott noted that the permit process is on a yearly basis and if there are infractions after one then there is no second race. Mr. Searles said he did not want to be liable for the snow fence in case people climbed over it, etc. It was clarified that Mr. Searles has to erect the snow fence, not the state. He asked if the police department would have vehicles towed if parked on the slope. Chief Fiske said they would and stated that the plan has to be consistent with the permit. Roy Merrill said he feels they should stay with a 30' corridor. Mr. Searles was instructed to come back with a revised plan on May 17<sup>th</sup>. Roy Merrill said that portable toilets are required at these lots and some do not have them. It was noted that this should be added to the list on the permit.

Web Stout-Mr. Stout represented Mr. Anderson on Bear Hill Road. He stated that a subdivision of the property was done 8 or 9 years ago. He explained that this property currently has an easement across it to backland owned by another party. The new owner of the backland would like to build on that property but must own 50' of frontage on Bear Hill Road. This plan proposes a 50' strip of land to be purchased by the owner of the backland. It also proposes to use the existing access as the main access to the property. Mr. Stout stated that the owners would have to change the easement and have it re-recorded because it currently reads for logging and recreation access. Dustin Bowles said the owner of the backland would need a Class VI waiver if building on the property. Bob Fiske asked where the driveway would go. There was discussion of where the easement is, that the easement is the current driveway of Mr. Anderson's house, and if the driveway to the backland was put in the 50' strip it would have to have a special exception for reduced setbacks. Mr. Anderson noted that an easement cannot be extinguished. Stan Prescott suggested that the Board go look at the property. He asked Mr. Anderson if he would be expanding the easement from its current 16'. Mr. Anderson said it would have to be widened for a driveway. Mr. Stout said it would be 30-40' wide. There was discussion of Mr. Fiske's concern with the driveway. Stan Prescott said they could get a special exception if put in the 50' strip to be purchased. Mr. Fiske said they could buy an 80' strip and not have to get a special exception. There was discussion of other instances where the driveway is an easement. Jeff Green said the 50' strip gives the owner frontage so it is considered a buildable lot. A site walk was scheduled for Wednesday, April 25<sup>th</sup> at 4pm.

### **Old Business:**

- 3. Application # 07-04, Debra Rattee**-Major Subdivision, Located on School Street, in the RR District. Map 38, Lot 7. Dave Collier of Richard Bartlett & Associates

presented the plan on behalf of Ms. Rattee. Abutter Barbara Cameron was present.

Mr. Collier said that the Board had asked for some revisions to the plan. He reported that the plan has been reduced from five lots down to four lots. He said that the large remaining parcel has 200' of frontage. Mr. Collier said there will be a wetland crossing and he noted that the wetlands within 200' of the back lines have been delineated. He said Lot 5 is no longer in the plan. The 50' setbacks for corner lots were shown on Lot 4 but still have to be revised on Lots 1 and 2. Tom Dow said that the triangular piece needs to be addressed. There was discussion about doing a lot line adjustment or making the piece part of Lot 1. It was noted that the piece should be dedicated to another parcel as it does not meet the 50' required for contiguous area. Mr. Collier said that the steep slopes have been taken care of on the plan and the contiguous buildable areas have been shown. He said they are in the process of trying to relocate the recreation trail that is now on Lot 1 and will keep it in a similar area.

Mr. Collier said they would like to add the cistern at a future subdivision of the property. It was noted that there was a cistern approved across the street. Jim McNeil reported that Peter & Gary, LLC were thinking of going with sprinklers for their subdivision parcels. It has been suggested that they and Ms. Rattee share the cost of the cistern. He said the department would like to see it consistent, cistern or sprinklers. Stan Prescott said if a cistern was approved and Peter & Gary want to use sprinklers then they need to come back before the Board. Tom Moore asked if the department would prefer a cistern over sprinklers. Mr. McNeil said they would rather see a cistern in that area. Tom Dow referred to the minutes of March 15<sup>th</sup>. "Mr. Sargent said an easement was previously provided across the street and asked if that one would qualify for this development. All agreed that it might if it was there. Gary Tasker said if they were going off that one then it would have to be constructed. Tom Dow said they would need a letter from the fire department." Mr. McNeil asked if the Board would want to see that in writing. Chairman Dow said that would be preferable. Tom Moore said he thought it could be protected with a performance bond. Henry Huntington said they would probably need a letter from the owner. Mr. Collier asked if it would be possible to do something with sprinklers. The Board agreed that it is allowed but a cistern would be preferred. Mr. Collier asked about putting sprinklers in these now and putting a cistern in with future subdivision. Roy Merrill noted that it would be on the main road if done now but would be in on the back lot if done in the future. Stan Prescott said if Peter & Gary ask to go with sprinklers they are to be told no. Dustin Bowles said the plan should stand as approved.

Mr. Collier asked if the Board would like to schedule a site walk or do it once the application has been accepted. Dustin Bowles asked if the lots and accesses are pinned. Mr. Collier said he could have it done by next week. Stan Prescott asked if the Conservation Commission has seen a wetlands application. Mr. Collier said that Peter Schauer has the application and it should be submitted before the next meeting. Tom Dow said the Board will wait until after the next meeting for a site walk. Jessica Storey said it would be easier to see the property once they have seen the wetlands application.

Chairman Dow closed the hearing to the public and opened it to the Board only. There was no further discussion. ***Dustin Bowles made a motion to continue this hearing to May 17, 2007 at 7pm at the Community Building. This will be the only notification.***

**New Business:**

**Application # 07-05, Family Bible Church**-Amended Site Plan, Located on Loudon Ridge Road, in the AFP District. Map 38, Lot 7. Abutter Russ Elkins was present. Pastor Steve Ludwick and Bob Kilby were present to represent the church. Roy Buttrick spoke on behalf of the church. Mr. Buttrick stated that this is for a 900 SF addition on a slab, noting that the only area to be disturbed would be under the addition. He explained some changes made to the building and said that the addition would bring the handicap access to ground level off the parking lot. Chairman Dow asked if this addition will increase the need for parking. Mr. Buttrick said it would not as the parking lot is sufficient for the regular use of the church. Mr. Elkins said his only concerns were drainage, traffic moving around the building, and the parking. A letter from abutter Patty DeMichelis addressed her concern of parking on the street. Bob Kilby said there are normally no cars on the road. He explained the growth plan of the church and said they want to retain the original look of the building and are creating a bigger fellowship hall. Roy Buttrick stated that the church bought an abutting 80 acres for future growth. Steve Jackson asked if this addition is taking away parking spaces. Mr. Buttrick said maybe one or two. He said they could add ten to fifteen more spaces on the end of the parking lot if the need arises.

Chairman Dow closed the hearing to the public and opened it to the Board only. Stan Prescott said the plan should show all abutters and has to have the surveyor's stamp on it. ***Gary Tasker made a motion to accept the application as complete; seconded by Tom Moore. All were in favor.*** Gary Tasker advised Mr. Buttrick to add the abutters and surveyor's stamp. Stan Prescott asked if the plan meets the parking requirement. Tom Moore stated that it is one parking space for every eight seats. It was determined that they do meet the requirements. Mrs. DeMichelis's concern was discussed. Chief Fiske said it sounds like they have ample parking. Tom Dow said he would agree. Mr. Elkins said it is very seldom that cars are on the road.

***Gary Tasker made a motion to approve the amended site plan with the addition of abutters and surveyor's stamp; seconded by Stan Prescott.*** Dustin Bowles said the church should go through code enforcement if they are having an event, just to let them know that there may be a larger number of vehicles in the area. ***All were in favor.*** Roy Buttrick said they still have to get the fire marshal's approval for code compliance. ***Gary Tasker amended his motion to include a letter from the fire marshal; Stan Prescott seconded the amendment to the motion. All were in favor.***

**Board Discussion:**

CNHRPC traffic study-A letter about upcoming traffic studies was received from CNHRPC. The Board listed some areas that they would like studies done. They included School Street, Clough Hill Road at bridge before fire station, Old Shaker Road by Harry Maxfield's, Pleasant Street, Beehole Road, Chichester Road, and Young's Hill Road at the Clough Hill end.

CIP-Stan Prescott said the sub-committee needs to begin work on the CIP sooner. He said he would like to see more Board participation. Mr. Prescott said that Bob Ordway had said that he would help when available. Steve Jackson said he would like to sit on the sub-committee.

CNHRPC-Stan Prescott is a Board representative to CNHRPC. He said that the Commission meets quarterly and they sometimes have speakers/presentations that can be quite informative. Gary Tasker said he would sit as a second representative to CNHRPC.

Chairman Dow reported that the Growth Management Ordinance is being challenged.

**Report of the ZBA:**

There six applications before the ZBA this month. There are three special exceptions for reduced setbacks, a special exception for storage tanks, a special exception for processing, and a special exception for a major home occupation. There is also an appeal of an administrative decision filed by Michael Harris.

**Report of the Board of Permit:**

Chairman Dow reported that there was one Hawker's & Peddler's permit.

**Adjournment:**

A motion to adjourn at 10:45pm was made by Tom Moore; seconded by Steve Jackson. All were in favor.

**Respectfully submitted,**

**Donna White**