

Minutes approved 5-5-08

**Call to Order:** by Chairman, Tom Hoopes 7:00 p.m.

**Present:** Tom Hoopes-Chairman, Bill Curtin-Selectmen Representative, Scott Williams, Robert Bystrack, Timothy Roy-Alternate, David Hussey-Alternate, Sharon Penney-Town Planner, Stacey Ames-Planning Assistant, Carolyn Schaeffner-Recording Secretary

**Appointment of Alternates:** Timothy Roy and David Hussey for Bruce Holmes and Cynthia Balcus.

**Approval of Minutes:** post-poned to a workshop.

**Approval of Agenda:** P08-01 continued to February meeting, two additional conceptuials.

**Case P08-01** **Map 9, Lot 53-20** **Site Plan**  
**Prospect Mountain Builders** **Marie Drive**

Application submitted by Jonathan Ring, PE of Jones & Beach Engineers, Inc. on behalf of applicant Prospect Mountain Builders for a Site Plan to construct 2 duplex residential units with on-site septic and well. This parcel is located in the Residential Rural Zone.

(Continued to February)

**Motion** by B. Curtin to approve the agenda as amended. Second by S. Williams. No discussion. Vote unanimous.

**Public Input:**

None seen or heard. Closed public input.

**Conceptual:**

**Case #P08-02** **Map 34, Lot 34** **Conceptual**  
**Mark Blasko** **Mount Major Highway**

Conceptual request submitted by Mark Blasko for a conceptual review regarding the Post Office/Blue Jay property to replace the miniature golf course and make improvements to the building. This parcel is located in the Residential/Commercial zone.

Present for this case: Mark Blasko.

Footprint will not change on the property. Owns a miniature golf course in Chichester and will replace entire course with brand new "garden style" golf with grass and water. Three major changes, course, arcade (tear off and rebuild with siding). Golf course changes with water, animated fountain (lights and music approximately every 15 minutes). Second item of change to the arcade building. Questioned by applicant does he need a site plan review or just an application?

T. Hoopes notes one thing to consider with the small area that is there with the golf course and expanding upon this area, is that intensifying that area? Concern for that corner and adding the new materials. Need to see if this is a permitted expansion. Asked about change in parking.

M. Blasko stated there will be no change in parking and all the statues of animals; windmill, etc. will be replaced by garden style (grass and water).

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D. Hussey confirmed just footprint changes even on the golf course.

M. Blasko confirmed yes. Also noted the third change is with the retail space and what can be done there. Possible pizza. No elevation changes in golf course. Noted the wooden fence within the 10-foot setback. The only expansion would be a small corner to move the fence a few feet.

T. Hoopes asked about the extra roof space on the arcade.

M. Blasko stated that is unusable space.

S. Penney asked about the water.

M. Blasko stated it is a self-contained water system for fountains.

T. Hoopes summarized no parking changes, small concern for drainage, only changes in appearance.

B. Curtin asked about bedrooms.

M. Blasko stated there are 2 one-bedroom apartments and there will be no changes in this, and there is a plan for change in septic.

D. Hussey asked about trash.

M. Blasko noted there really is none except for two vending machines.

T. Roy asked about lighting.

M. Blasko stated low level and has a lighting plan. It is all down lighting. There are led lights in the bottom of the water fountains. Also noted that Chichester does not consider a golf course a structure and can build up to the property line in that town.

D. Hussey feels that any beautification can only enhance the area. As long as this goes along with the sign ordinance and proper drainage.

Board discussion that the Building Inspector would enforce all codes. Noted that the Post Office has 2 ½ years left on their lease. Discussion this is a plus for the Alton Bay area. Bedrooms are not changing.

S. Penney noted the Planning Office would be appreciative of seeing the design stages.

T. Hoopes noted the only concern he sees is if the new course will distract with lights or color.

**Motion** by S. Williams for Mark Blasko, Case P08-02 that application does not need a site plan for replacing the golf course but if pizza is planned for the building the applicant will need to come back for a site plan review. Second by D. Hussey. No discussion. Vote unanimous.

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**Case P08-05****Steve Smith****Carla Bickford and Laurence Hallin****Map 38, Lot 55-1 Conceptual Condominium Conversion****245 Mount Major Highway**

Present: Steve Smith of Smith and Associates.

Total of 31,118 square feet of land area or .07 acres. Road frontage 321 feet. Average of 395 lake front property on water. Located in the Lakeshore Residential Zone. Portions of property fall within the State Shoreland Protection Overlay District. Portions of the property fall within the Zoning – Special Flood Hazard areas. Elevation 506. There is a line on the existing survey to represent where that is. There are 5 year-round units within 4 structures with onsite sewer and water. Proposal would be to do a condominium conversion. Plan on the posted on board showing history of the property. Property in the Hallin family since 1943. Original tract outlined in red and contained 53,000 square feet of land or 1.2 acres of land. Came before the Alton Planning Board for subdivision in 1979 and subdivided out several parcels and a lot and sold off. Highlighted in yellow (A, B, and C) conveyed out and are no longer part of the property regarding tonight's presentation. Area shaded in green is lot 1 of the subdivision was approved and conveyed out. When the three parcels were conveyed out (A, B, and C) and Lot 1 they retained some rights. Originally they retained 4500 sq feet of reserved area for sewerage disposal. They retained a 15-foot utility easement to be able to get to that 4500 sq ft area and originally a 15 ft wide access. The access has been given up since then. Highlighted in red on the plan is what they are speaking about this evening. Noted septic design on the plans. Also noted a new septic design planned that has been approved but not installed. Will be applying for a variance to the Shoreland Protection, as they require 150 per unit. No proposed changes to the site other than the installation of the proposed septic. Keeping the existing three buildings and one duplex and are not planning on any expansion of these buildings.

Board discussion – this will need to be reviewed by town attorney.

T. Hoopes noted listing of common areas would need to be shown, limited as well. Also allocations of dockage need to be indicated.

S. Smith noted the docks are noted on plans and will be on the condominium documents as well.

**Case P08-06****Andrew Kierstead****Map 38, Lot 22****Boat Storage Building**

Present for this case: Andrew and Sharon Kierstead, Owners of Minge Cove Marina.

Intent of putting up a storage building. They have been approved for a Special Exception by the Zoning Board. This lot is next to Precious Gardens. Has 305 ft of frontage on Route 11. This does not include the cemetery. They purchased this property in August of 2007. Preliminary work done in preparation for this building. They have cleared some of the lot and moved 17 large pine trees to the edge of route 11 to make a vegetative screen. On the 2 driveways they DOT approval and plans, per approval, are to pave 10 feet on to the property. Driveways will be gravel. Hauling one or two boats at a time from Minge Cove. Minimal visual impact from route 11. Structure is double pitch, 110 x 100, 35 feet height, racks

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on both sides. Eave height of 31 and top pitch of 35 feet. Enter one end and exit the other end of the building.

T. Hoopes concern for design of the building (colonial style).

T. Roy asked about usage.

A.Kierstead noted seasonal storage, winter storage, and no valet storage.

R. Bystrack asked about servicing.

S. Kierstead noted all servicing will be done at the marina.

T. Hoopes asked about outside storage.

A.Kierstead stated all inside with the exception of some being behind the building. No sales. Boat storage only.

T. Hoopes noted concern for appearance (blue tarps).

S. Williams asked for landscaping appearance.

T. Hoopes also added lighting plan, signage.

A.Kierstead noted planned for down lighting, no customers, small sign, no fence or gates.

R. Bystrack asked about siding.

A.Kierstead noted this will be a steel building with a color chosen by them.

S. Williams noted Fire Chief notes and what he would require.

**Continued:****Case #P07-52****Map 15, Lot 3-1****Subdivision****John Dejager****Old Wolfeboro Road**

Application submitted by Kerry Fox of Fox Survey Co. on behalf of applicant John Dejager for a Subdivision Application for 4-lots located on Old Wolfeboro Road. This parcel is located in the Rural Residential Zone. Continued from the December 18, 2007 meeting.

Present for this case: John Dejager and Kerry Fox.

Present in August 2007 for a 2 lot subdivision. Subdivide out a 5.25 acre track. Looking to subdivide that track into 4 tracks, fronting on Old Wolfeboro Road. Minimum of 1 acre each and each has 150 ft of road frontage. They have subdivision approval from the state from DES. Remainder lot is 13.4 acres and has road frontage.

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S. Williams asked about a cistern.

K. Fox it was not his understanding that it will be required with this subdivision.

T. Hoopes noted from Fire Chief comments stating that if this is subdivided into 5 lots then a cistern would be required.

Board discussion on the Fire Chief's comments and S. Williams noted this will need to be clarified by him. Discussion on what lot the Chief is referring to.

J. Dejager stated the 13 acre lot is lot 1 and the lot being sub-divided is lot 2. It was his understanding that the chief was referring to Lot 1 (should that ever be sub-divided)

Board discussion that this letter can be construed in two ways.

J. Dejager in August Planning Board meeting they came with a lot 15-3 acre to be sub-divided into two lots and was approved to be divided. In August, after approval the lots were numbered that the larger lot is lot Lot 2 and the smaller subdivided lot is lot 1.

S. Penney clarified that the chief's letter that if lot 1 (the new smaller lot) was to be included with the larger lot that a cistern would be necessary. The larger lot (lot 2) is a separate parcel and there is no proposed building on that lot currently.

J. Dejager does anticipate building on the larger lot and will expect to build a cistern on the larger lot. But it is his interpretation that this cistern requirement is for the larger lot and not the smaller lot being subdivided here with this application.

General board discussion on cisterns and interpretation of the Fire Chief's letter.

**Motion** by S. Williams to accept the application for P07-52, Map 15, Lot 3-1, for 4-lot subdivision. Second by B. Curtin. No discussion. Vote unanimous.

Open to public input.

None seen or heard.

Closed public input.

**Motion** by B. Curtin to approve the application for P07-52, for a 4-lot subdivision and to require the resolution of the cistern. Second by D. Hussey. No discussion. Vote unanimous.

Break at 8:33 p.m.

Reconvened at 8:42 p.m.

**Applications for Public Hearing:**

**Case P08-03  
Alton Historical Society**

**Map 27, Lot 34  
Map 29, Lot 80**

**Site Plan  
Depot Road**

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Application submitted by Martin Cornelissen on behalf of applicant the Alton Historical Society for a Site Plan located on Depot Road. This parcel is located in the Residential/Commercial Zone.

Present for this case: Martin Cornelissen.

T. Hoopes stated he is the coordinator with the planning board and the historical society.

S. Williams did volunteer work for the septic system.

Waivers requested from work session of April 2006.

M. Cornelissen noted this property is 2/10 of an acre with 2 parking places.

S. Penney noted the Planner review of this application.

**Motion** by S. Williams to accept the application for Case P08-03, Alton Historical Society for a Site Plan with the following waivers. Second by B. Curtin. No discussion. Vote unanimous.

Waivers granted:

7.2.4

7.2.24

7.2.25

7.2.27

7.2.28

7.2.29

7.2.32

7.2.33

7.2.34

9.14

7.4.5.1

7.4.5.2

7.5.1.1

7.5.1.2

7.5.1.3.

Kat Sandin – read the Project Narrative.

“The purpose of the Alton Historical Society (AHS) project is to restore the J. Jones Freight building for use as a museum and education center, to preserve and display AHS’s historical collection, raise awareness about Alton’s history, and create a financially-sustainable, high-quality museum.

Knowledge of history provides for insight for contemporary challenges and future plans. The Lakes Region of New Hampshire is a region faced with dramatic population increases, changes in land use patterns, loss of historical buildings and cultural landscapes, and stresses on natural resources. Cities and towns throughout the Lakes Region and the State of New Hampshire are struggling to make sense of the current changes and better plans for the future. Never in the State’s history has the need for historical perspective and preservation been more urgent. A proposed museum in the Town of Alton has the capacity to provide valuable historical perspective on the history of our changing communities.

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Thanks to Mr. Bud Lantz's generous donation of the J. Jones Freight building, the Alton Historical Society, in collaboration with several partners, has the opportunity to enhance the Town of Alton and create an important new resource for the region. The project will:

- preserve an underappreciated historical New Hampshire building,
- enhance the center of downtown Alton,
- create a museum devoted to the history of Alton, transportation and land use in and around Lake Winnepesaukee,
- and establish a new center of community where it is greatly needed.

The J. Jones building is a historic freight building located along the railroad bed that continues north along the western shore of Lake Winnepesaukee. Few residents or visitors in Alton remember that this railroad infrastructure was a vital part of the town's industrial past, the movement of tourists in the region, the construction of the M.S. Mt. Washington, or harvesting ice for urban customers to the south. Few old timers remember taking the train to the old Pavilion on Alton Bay or the many other regional attractions. Much of this history is long forgotten as it is increasingly buried by new subdivisions, lakefront homes, and roads.

The J. Jones Building is in the center of downtown, adjacent to the Town Hall, Police Station and a new B & M Railroad Park. The building is within walking distance to the Gilman Library, the K-8 Alton Central School, and senior housing. The project is conveniently located for visitors from outside of Alton. Our building renovation will enhance the downtown area and the new park abutting the property. It has the potential to help create a new center of gravity in a town that is becoming increasingly dispersed by the development and relocation of public infrastructure away from the town center. The museum and education center will become a valuable gathering place for Alton and the region.

Unlike other museums in the region, the AHS project will tell the story of Alton's past, emphasizing the lessons for other communities. It will showcase Alton's historical collection and tell the nearly forgotten railroad history and its impact on the landscape and economy. It will also provide much needed conference room that may be used by other organizations. Unlike other railroad museums and redevelopment projects, ours will provide a holistic portrayal of history that includes changes in the landscape alongside the rise and fall of rail travel. Few museums in New England specifically address the topic of cultural landscape, and this museum has the potential to provide new insights to a topic that is underappreciated in the United States.

In developing the museum, AHS will seek public input and form strategic partnerships. We have already begun collaboration with the Town's Downtown Revitalization Committee (which is developing the new park) and Plymouth State University's Center for Rural Partnerships. As the project develops, there will be greater need for public input and collaboration with local schoolteachers, museums in the region, and the statewide historical preservation community. Although the AHS has limited experience with projects of this scale, we have many resources at our disposal including our collaboration with local officials and the Center for Rural Partnerships, which will help connect us to faculty and students of the University System of New Hampshire."

T. Hoopes confirmed that AHS is here for approval of the site plan for the museum and education center.

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M. Cornelissen gave a description of project. This building is 24 x 110 ft. J. Jones was the freight building used for the hardware store (which is now DeRoches Hardware Store). The first third of the building was built in 1885 and the subsequent additions were put on after that (probably finished by 1900). Plan to convert the building to a museum, which will be in the first third of the building, which is basically 50 ft long. The last two thirds, which are 60 ft long, will be open space used for programs, other organizations within the town. The Historical Society is a non-profit so it is a community based organization. Septic approved and installed. Front has been graded. Municipal parking provided by the Town. Total of approximately 30 space available in the area. Historical Society currently uses a room in the Gilman Museum and this building will give them their own space and also will allow for a conference room. Feel they are giving back to the community with a meeting place for other organizations to use. This building has not changed since it has been built (1885). The original sign is still there. Conference room 24x50 feet, handicapped accessible. Bathrooms and office all ADA approved. The water and electric has been brought in. This is privately owned and donated to the Historical Society. The Historical Society will pay for heat, water, and electricity. The AHS funds itself through membership and donations. Some of the sills have been replaced and more work is planned. They will be leaving the building pretty much the same with the exception of some replacing of clapboards and painting.

Open to the public for input.

Judy Frye – Chairman of Downtown Revitalization Committee. In favor of this building as it will be a great addition to the Town of Alton.

Public input closed.

**Motion** by B. Curtin to approve P08-03 for the Alton Historical Society with waivers granted. Second by S. Williams. No discussion. Vote unanimous.

**Case #P08-04****Map 34, Lot 33****Site Plan****Alton Bay Campmeeting Association****Beacon Avenue**

Application submitted by J.L. Green Enterprises on behalf of applicant Alton Bay Campmeeting Association for Site Plan to raze a 2 bedroom cottage and replace it with a duplex complete with meeting rooms. This parcel is located in the Residential Zone.

Timothy Roy recused himself from this case.

Present for this case: Melissa Guldbrandsen, David Schaeffner, and Jeff Green

T. Hoopes asked about the conclusion on abutter questions.

M. Guldbrandsen addressed the abutter question. Agreement with town counsel was 200 feet and any other persons Mr. Green felt necessary to notify.

**Motion** by B. Curtin to accept the application as complete. Second by S. Williams. No discussion. Vote unanimous.



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M. Guldbrandsen noted existing structure is 6 inches from abutting cottage. Proposed driveway on NE side of the building would provide additional access for the structure and proposed widening of Beacon Avenue which provides better access and setbacks. Lighting issues have been addressed. Dumpsters are already in place for the property with a service. Proposed structure fits into the space and is compatible with the existing use of the site.

T. Hoopes concern for density that exists at the campground and this will increase by one unit. Feels they do not want to increase the density and is there another structure that would be given up to keep from increasing the density. Would like to look at the future plans for this density problem with the grounds and does not want to look at this as piecemeal and deal with the density issue.

J. Green proposed of tearing down one unit and replacing this is a duplex. Where this unit is being put it was originally for the same purpose but this was some time ago. This is asking for one extra unit but it is definitely improving this corner (i.e. fire, emergency). This building will get steady use but the other units are still seasonal.

D. Schaeffner noted that 1988 a new septic system was installed on the banking itself for future expansion and this was done by Jones and Beach. This building will be tied into the old system.

B. Bollinger stated the Jones and Beach system was built with approximately 6 tanks and some are not being used yet.

M. Guldbrandsen the existing structure was purely residential. The new use is going to be used as a retreat center for ministers coming through. This is not a full time year-round use but temporarily being used.

S. Williams asked does the Planning Board have the authority to approved an expansion of a non-conforming use.

D. Hussey concern for the 20 year old septic system.

D. Schaeffner noted this system is mainly used seasonally. Serviced every year.

General discussion of the septic system of the property. In 1988 this system was put in to relieve the impact on the system at the bottom of the hill (railroad turntable). This was done to take the load off this system.

M. Guldbrandsen noted a septic design approved in 1997 from Tom Varney for the Administration Building.

J. Fortin noted that Brian Boyers is comfortable about the septic plan and the current use.

T. Hoopes stated there is still the problem with the expansion of non-conforming use.

M. Guldbrandsen feels this proposal is not non-conforming use and needs to be separate from non-conforming density.

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B. Bollinger noted there has been discussion among the ABCA Board that if the conditions became available and funds available to purchase they would purchase to tear down but this is not available right now.

S. Penney noted this should probably be run before the town counsel.

M. Guldbrandsen noted this is not really setting a precedent since this property is unique in this town.

D. Hussey noted you are using town fire, and police so it is not unique.

S. Williams asked what type of siding on the building.

D. Schaeffner noted that cement siding is planned and also required by the ABCA Board.

J. Green asked if the Board has any other concerns.

D. Schaeffner noted asphalt shingles, inside the building is planned for handicapped accessible. All ADA accessible. Smoke system is planned and there is currently planning for a system that will be connected.

T. Hoopes stated the sole question is dealing with density and setting precedent.

R. Bystrack asked what is being asked specifically.

**Motion** by S. Williams to continue this case to the 19<sup>th</sup> of February after review of the density question from town attorney. Second by D. Hussey. No discussion. Vote unanimous.

T. Roy resumed his seat on the Board.

**Old Business**

**Motion** by B. Curtin to release the security funds on a letter of credit in the amount of \$163,616.00 to Jones Subdivision of Alton Mountain Estates. Second by T. Roy. No discussion. Vote unanimous.

**Motion** by B. Curtin to pay CMA Invoice #35 for Raco, Houle, and Jones construction inspections. Second S. Williams. No discussion. Vote unanimous.

J. Fortin requested a fee schedule from CMA from April of 2006 and they have not provided her this information. The Board discussed this and they gave her the approval to check into this and when correct information received to pay.

General discussion on draw down request on the security for the infrastructure on this project for Ridgewood subdivision from Belknap County Conservation District. T. Roy noted that the culvert was supposed to be reinforced concrete pipe and ended up being plastic without coming back to the Board. Discussion on needing a letter from the engineer with explanation and or confirming as to why the

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change in this culvert. Item #15 – 6 inch perforated drain for a total of \$75,600. S. Penney added the inspecting engineer (which is not Mr. Selling) stated that there still remains 85.02 percent on that, so Mr. Lundy is only getting 14% worth of \$75,600 which comes out to \$11,000 and some change. S. Williams feels this also should be approved by the Highway Agent as well. T. Roy added he thought Ken Roberts had approved this and signed off on it. S. Penney noted this is a direct result of specification changes that were not approved and the work done. Discussion on who changes this and why this is not brought back for approval. S. Williams stated this type of situation should also be brought before town counsel for his advise.

**Motion** by B. Curtin to release \$11,280 to Ridgewood Subdivision, which is Rick Lundy which is conditionally upon a notarized letter from the engineer stating the change in the culvert from concrete to PVC and sound advise from Attorney Sessler. Second by T. Roy. Discussion – letter to be notarized. S. Penney asked if they want the original design engineer that created the specifications, which is Brown Engineering? General consensus yes from the design engineer. S. Penney also noted this is two parts. The letter will let the \$11,280 off the hook, the other part of the draw down that he is requesting, that will require a lot of research on, not only deals with the specifications of the material but deals with the installation which was back-filled without inspection and is now under snow. She informed Mr. Lundy that she will bring forth to what has been certified. No further discussion. Vote unanimous.

Discussion on handouts by T. Hoopes and encouraging workshops.

Discussed and agreed to schedule a workshop for Friday January 25, at 3 p.m.

S. Williams noted he will be gone from February 11 through March 15.

**Motion** to adjourn by S. Williams. Second by D. Hussey. No discussion. Vote unanimous.

Respectfully submitted,

Carolyn B. Schaeffner  
Recording Secretary