

TOWN OF ALTON PLANNING BOARD
PUBLIC HEARING
Minutes
January 21, 2014
Approved as amended 3/18/14

Members Present: Dave Collier, Chair
Roger Sample, Clerk
Scott Williams, Member
Ray Howard, Member
Marc DeCoff, Selectmen Alternate Representative

Others Present: Ken McWilliams, Town Planner
Randy Sanborn, Secretary
Members of the Public

I. CALL TO ORDER

D. Collier called the meeting to order at 6:00 p.m.

II. APPROVAL OF AGENDA

S. Williams motioned to accept the Agenda as presented.

R. Howard seconded the motion with all in favor.

III. COMPLETENESS REVIEW OF APPLICATIONS AND PUBLIC HEARING IF THE APPLICATIONS ARE ACCEPTED AS COMPLETE:

Case P13-19 Deanna O'Shaughnessy & Fae Kontje-Gibbs	Map 12 Lots 57 & 57-1	Final Site Plan 118 Old Wolfeboro Road
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On behalf of Deanna O'Shaughnessy and Fae Kontje-Gibbs, Paul Monziona, Esq. is proposing a Final Review for a Major Site Plan for property located at 118 Old Wolfeboro Road. This site plan is for guests who visit the farm to be able to host events like anniversary parties, weddings and family reunions. The property is located in the Residential Rural (RR) Zone.

K. McWilliams gave a review of the application. He stated to the Board that the next step is to agree to completeness of the application. The applicant has requested a waiver from paying the filing fee of \$650.00 and that is needed to be addressed before they can consider if the application is complete or not.

S. Williams recused himself from this application.

K. McWilliams explained to the Board that to waive the filing fee would be an equity issue and they would not be treating everyone the same.

P. Monziona explained to the Board why this situation is not typical and why they should be allowed to waive the filing fee.

R. Sample made a motion to approve the waiver.

R. Howard seconded the motion with all in favor.

K. McWilliams recommended the Board accept the application as complete after the acceptance of the waiver.

R. Howard made a motion to accept Case P13-19 application as complete.

M. DeCoff seconded the motion will all in favor.

T. Morgan asked to make a correction to the project overview. He had given K. McWilliams the wrong information. The sleeping accommodations should be 17 instead of 22.

K. McWilliams stated that the comments from the Department Heads were the same as the Design Review.

D. Collier opened the hearing to the public.

James Bureau of 72 Pearson Road spoke regarding the comments of the Department Heads and if they are the same as the conditions of the application.

K. McWilliams stated that they would be put in the Notice of Decision as conditions of the application.

R. Sample made a motion to approve Case #P13-19 for Deanna O'Shaughnessy & Fae Kontje-Gibbs for a Final Major Site Plan for a Function Facility with the following conditions:

Conditions Precedent: The following conditions must be satisfied prior to the signing of plans:

- 1. The following note shall be added to the site plan prior to plan signing: This site plan contains a total of three (3) sheets, which in its entirety constitutes the site plan and existing conditions as approved by the Town of Alton Planning Board.**
- 2. The following note shall be added to the site plan prior to plan signing: This site plan is subject to the Conditions of Approval itemized in the January 21, 2014 Notice of Decision on file at the Town of Alton Planning Department.**

Subsequent Conditions

- 1. The Fire Department wanted to note that providing sleeping accommodations for more than 16 people is defined as a hotel under NFPA 101 6.1.8.1.3. Compliance shall be maintained with the NFPA 101 Life Safety Code for the hotel classification.**
- 2. The owners of Sunny Slope Farm shall provide the Fire and Police Departments with a minimum of 48 hours advance notification of the dates of upcoming events of 50 or more people.**
- 3. Tents for events shall comply with NFPA 101 Chapter 11 Safety Requirements as specified by the Fire Department.**
- 4. Any events of 50 or more people under a tent or tents shall require a fire inspection prior to the events taking place.**
- 5. Crowd managers will be provided for any events of 50 or more people.**
- 6. Unblocked access for fire and EMS emergency response access must be maintained at all times.**
- 7. The Code Official has indicated the sleeping area above the stable in the barn must have adequate egress and a smoke alarm at a minimum. The Code Official has indicated that carbon monoxide (CO) detectors are not required if no fossil fuel heat source is used in the building.**
- 8. Parking for events shall not be permitted along Old Wolfeboro Road.**
- 9. Quiet hours shall be observed in accord with Section 334 Commercial Function Facility Review Criteria. No music shall be allowed from 10:00 p.m. to 10:00 a.m.**
- 10. The noise level shall be limited to a maximum of 65 decibels at the property line from 7:00 a.m. to 10:00 p.m. and 55 decibels from 10:00 p.m. to 7:00 a.m. The use of the property shall comply with this standard on an on-going basis.**
- 11. The function facility shall comply with local noise regulations.**
- 12. The applicant shall comply with all of the Town of Alton's Site Plan Review Regulations.**

13. The approval is based upon the plans, specifications and testimony submitted to the Planning Board. Any alterations, additions or changes to the plans are not authorized and require additional Planning board approval.

14. A site plan which has been approved, conditionally or otherwise, may be revoked, in whole or in part, by the Planning Board when an applicant or successor in interest to the applicant has performed work, erected a structure or structures, or established a use of land, which fails to conform to the statements, plans, or specifications upon which the approval was based, or has materially violated any requirements or conditions of such approval.

Provided all listed conditions precedent are satisfied, this approval will remain valid for implementation 365 days from date of original approval, unless extended by the authority of the Planning Board after petition by the applicant.

M. DeCoff seconded the motion with all in favor.

S. Williams rejoined the Board.

Case P14-01 Robert & Sharon Doughty & Jeffrey & Jennifer Slattery	Map 10 Lots 26-2 & 26-3	Lot Line Adjustment 585 & 587 Alton Mountain Rd.
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On behalf of Robert & Sharon Doughty and Jeffrey & Jennifer Slattery, Bryan L. Bailey, Turning Point Land Surveyors & Land Planners, is requesting a lot line adjustment between Map 10 Lot 26-2 owned by Robert & Sharon Doughty and Map 10 Lot 26-3 owned by Jeffrey & Jennifer Slattery. The proposal includes two land transfers: 1) transfer 2,186 sq. ft. (Parcel A) from Map 10 Lot 26-2 (Doughty) to Map 10 Lot 26-3 (Slattery); and 2) transfer 5,357 sq. ft. (Parcel B) from Map 10 Lot 26-3 (Slattery) to Map 10 Lot 26-2 (Doughty). The properties are located in the Rural (RU) Zone.

K. McWilliams gave an overview of the application. K. McWilliams recommended to the Board to accept the application as complete.

S. Williams motioned to accept the application Case P14-01 as complete.

R. Howard seconded the motion with all in favor.

Bryan Bailey and Jeffrey Slattery appeared on behalf of the application.

B. Bailey gave a quick history of the reason for the application. The driveway which serves the Doughty property was inadvertently constructed over the property line on the Slattery property. This Lot Line Adjustment is to adjust the property line to corrected this situation.

There was no public input at this time.

S. Williams motion to approve Case P14-01 for a Boundary Line Adjustment with the following conditions.

Conditions Precedent: The following conditions must be satisfied prior to signing the plans.

1. The following note shall be added to the plat prior to plan signing: This Boundary Line Adjustment Plan is subject to the Conditions of Approval itemized in the January 21, 2014 Notice of Decision on file a the Town of Alton Planning Department.

2. The applicants need to submit signed deeds to record with the Lot Line Adjustment Plan within 60 days of approval of the lot line adjustment by the Planning Board. The deeds would be for:

a. transferring 2,186 sq. ft. (Parcel A) from Map 10 Lot 26-2 (Doughty) to Map 10 Lot 26-3 (Slattery); and

b. transferring 5,357 sq. ft. (Parcel B) from Map 10 Lot 26-3 (Slattery) to Map 10 Lot 26-2 (Doughty).

Subsequent Conditions

1. The applicant shall comply with all of the Town of Alton's Subdivision Regulations.
2. The approval is based upon the plans, specifications and testimony submitted to the Planning Board. Any alterations, additions or changes to the plans are not authorized and require additional Planning Board approval.
3. A lot line adjustment which has been approved, conditionally or otherwise, may be revoked, in whole or in part, by the Planning Board when an applicant or successor in interest to the applicant has performed work, erected a structure or structures, or established a use of land, which fails to conform to the statements, plans, or specifications upon which the approval was based, or has materially violated any requirements or conditions of such approval.

Provided all listed precedent conditions are satisfied, this approval will remain valid for implementation 365 days from date of original approval, unless extended by the authority of the Planning Board after petition by the applicant.

R. Howard seconded the motion with all in favor.

IV. OTHER BUSINESS

1. Old Business – None
2. New Business –
 - a. Review and discuss draft Planning Board letter on Inclusionary Zoning Ordinance.

M. DeCoff motion to allow the letter to be placed in the newspapers.

S. Williams seconded the motion with all in favor.

The Planning Board requested the letter be published in both the Laconia Daily Sun and the Baysider before the deliberative session on February 5, 2014 and again before the ballot vote on March 11, 2014.

S. Whitman was thanked for his participation in the development of Workforce Housing to be put on the ballot for Alton.

- b. Volunteers from Planning Board to serve on a Search Committee for Another Town Consulting Engineer.

K. McWilliams suggested having a sub-committee of three Planning Board members to help K. McWilliams find a qualified candidate for the third consultant engineer. A recommended selection would be presented to the full Planning Board for a decision.

S. Williams, R. Howard and D. Collier volunteered to be on the sub-committee.

Marc DeCoff left the meeting at 7:00 p.m.

- c. K. McWilliams told the Board that the drafts for the new Subdivision Regulations will soon be ready for distribution. He suggested setting up a work session on the first Tuesday in March to discuss the draft.
- d. S. Williams suggested the Planning Board write a response to how the Planning Board would be able to function without a Town Planner because there is a petition warrant article to eliminate the Town Planner position.

- e. S. Williams mentioned an article in the Union Leader regarding Wolfeboro pursuing commercial entities to do business in their town. He feels there should be a committee put together to move forward in Alton zoning restructuring.

3. Approval of Minutes:

S. Williams motioned to approve Minutes of the December 17, 2013 as presented.

R. Sample seconded the motion with three (3) approved and one (1) abstention (RH).

4. Correspondence – None

5. Any other Business that may come before the Board –

S. Williams announced that he would be absent at the February 18th meeting.

V. PUBLIC INPUT ON NON-CASE SPECIFIC LOCAL

None at this time.

VI. Adjournment

S. Williams made a motion to adjourn. The motion was seconded by R. Howard and passed without opposition.

The Public Hearing adjourned at 7:10 p.m.

Respectfully submitted,

Randy Sanborn, Recorder, Public Minutes