

**MINUTES**  
**Workshop Meeting**  
**Sanbornton Planning Board**

**Meeting Date and Time:** Thursday, April 1<sup>st</sup>, 2021 at 7:00 PM

**Meeting Place:** By Teleconference only

The meeting was called to order by Chair Andy Sanborn at 7:00 PM

**Roll Call**

Regular Members present: Chair Andy Sanborn, Jody Slack, Will Ellis, Selectman John Olmstead

Alternate Members present: Tom Lynch (seated in place of Don Bormes)

Others Present: Town Planning Assistant, Stephen Laurin

**Minutes of 3/18** – Selectman John Olmstead made a motion to approve the draft minutes of 3/18 with corrections. Tom Lynch seconded the motion and the motion passed unanimously with votes as follows: Slack/Yes; Sanborn/Yes; Olmstead/Yes; Lynch/Yes; Ellis/Yes

**New Business**

**a. Continued discussion of Commercial Zone uses** – Steve Laurin provided a single document that combined members' input on what uses they feel should be permitted (P), granted only through Special Exception after ZBA review (SE), granted only through Conditional Use Permit after Planning Board review (CUP), or not permitted at all (NP). Steve stated that if an applicant wanted to operate a business that was considered NP they would need to get a variance from ZBA. He also explained that any SE uses would need to be added to Section 18 of the zoning ordinance along with other existing SEs.

The specific boundaries for each of the seven zones still needs to be discussed but the Board has tentatively decided on the following: Highway Commercial – Rt 3/Bay Rd, Rt 127 area; General Commercial – Rte 3/Bay Rd, Rt 127 area, Golf Course area, Stage Rd area; Resort Commercial – Steele Hill Rd area.

Professional Business and Financial Office – Chair Sanborn stated that he felt professional businesses can function like a residence which would be covered under Home Occupation so he thinks these should be permitted in all areas; the Board agreed.

Medical, Dental or Health Services Office – Chair Sanborn stated that these would not have much environmental impact and feels they can be permitted in all areas; Tom asked if there would be an issue with traffic going to Steele Hill if this was allowed in the Resort Commercial zone. Chair Sanborn stated that there are already plenty of people traveling to Steele Hill now and doesn't think this would make much of a difference.

Bank – Chair Sanborn asked if members would care if there was a bank by Den Brae; Will stated that he marked this as NP. Chair Sanborn stated he doesn't think that the commercial zone on Stage Rd would support a bank either. Will stated he doesn't think it needs to be permitted in Resort Commercial either. The Board decided to permit in first four zones, not permit for Den Brae area, Stage Rd or Resort Commercial.

Retail Sales, Rental, or Distribution of Goods and Merchandise – Tom recommended adding a size limit of 10,000 sq ft for these. Will stated he wants to see a difference size limit depending on area. The Board agreed to permit in all zones with a 10,000 sq ft maximum for most areas but 5,000 sq ft max for Stage Rd and Resort Commercial.

Outdoor Storage/Display of Merchandise – Jody suggested combining both of these into one line as an “outdoor display” should be limited to retail merchandise. The Board agreed and decided to do CUP across all zones.

Permanent Storage Trailer/Container – Will suggested CUP across all zones, members agreed.

Personal Business Services – Tom asked for specifics on what this would include; Chair Sanborn responded this could be a massage therapist/chiropractor. Jody stated that he feels those uses are already taken care of by Home Occupation and suggested deleting altogether. Members agreed to strike completely.

Manufacturing – Light – Jody suggested permitting in all zones; Will stated he doesn’t know if trucks should be going up to Steele Hill. Tom agreed and suggested CUP. Chair Sanborn suggested permitting in the first four zones but requiring CUP for Den Brae area, Stage Rd and Steele Hill, noting that this could change in the future if those areas change. The Board agreed to permit in first four zones, with CUP for Den Brae area, Stage Rd and Resort Commercial.

Manufacturing – Small-scale – Same as above.

Sexually Oriented Businesses – Chair Sanborn stated that this will be revisited after the law regarding these is researched.

Hotels, Motels and Inns – Chair Sanborn stated that if septic designs are appropriate there should not be an issue with these in all zones; Selectman Olmstead stated he would like to add Bed and Breakfasts to this line as they are different. Will stated he thinks B&Bs should be in a separate line and doesn’t think they should be in commercial zones; Jody agreed. The Board consensus was to permit hotels, motels and inns in all areas.

Veterinary Facilities – Permitted in all areas.

Commercial Kennels – Chair Sanborn stated that he could see these being allowed in all areas except Resort Commercial; he stated that they are chronically noisy businesses and he would want to see a plan for how these will be run to mitigate the effects on neighbors. Jody stated that there are a lot of rentals on Rt 3 and they may be affected as well, so the Board agreed on CUP for all areas.

Mortuary and Funeral Homes – Tom explained that he lived near a funeral home and he had no issues with it; Chair Sanborn suggested these to be permitted in all zones but CUP for Stage Rd/Steele Hill area and members agreed.

Flea Market – Chair Sanborn stated that these can be a traffic hazard and require a lot of tent space and parking. Will stated that the point of expanding commercial zones is to increase tax revenue which flea markets would not bring in. The Board agreed to strike the line completely.

Self-Storage Facility – Will stated that he feels these should be permitted in all zones except Resort Commercial; Chair Sanborn stated that he wouldn’t want to see these on Rt 3 but Will stated if Rt 3 is commercially zoned then it’s an appropriate use. The Board will discuss this next time.

### **Other Business**

**a. Aquifer map** – Chair Sanborn explained that the Town’s aquifer map is not online and an old copy is only available in the town offices. It is a road map with an aquifer overlay which is hard to use. This is the map referenced in Article 12 related to gravel pits; the map in the Master Plan

is the Water Resource Map. He is checking with DES to see if he can get a digitized copy of the aquifer map that is more usable. The other alternative is to adopt the Water Resource Map as part of the ordinance instead of the outdated aquifer map.

**b. Campground Ordinance** – Chair Sanborn stated that Article 4, Section U of the ordinance related to campgrounds needs to be corrected. The ordinance asks for a special exception from ZBA before a campground plan can be reviewed by the Planning Board but there is nothing in Article 18 for the ZBA to refer to for campground requirements. This would require an ordinance change which means it would need to go on the ballot for next year.

**c. PB Membership** – Tom Lynch made a motion to recommend that the BOS reappoint Jody Slack as member. Will Ellis seconded the motion and the motion passed with votes as follows:

Slack/Abstain; Sanborn/Yes; Olmstead/Yes; Lynch/Yes; Ellis/Yes

Tom Lynch made a motion to recommend that the BOS reappoint Kalena Graham as alternate. Will Ellis seconded the motion and the motion passed unanimously with votes as follows:

Slack/Yes; Sanborn/Yes; Olmstead/Yes; Lynch/Yes; Ellis/Yes

**Meeting adjourned at 9:25. The next meeting is scheduled for Thursday, April 15<sup>th</sup>, 2021 at 7:00pm.**

Respectfully submitted,  
Audry Barriault