

MINUTES
Business Meeting
Sanbornton Planning Board

Meeting Date and Time: Thursday, September 17th, 2020 at 7:00 PM

Meeting Place: Old Town Hall, 19 Meeting House Hill Rd + by Teleconference

The meeting was called to order by Don Bormes at 7:00 PM

Roll Call

Regular Members present: Will Ellis, Don Bormes, Selectman John Olmstead, Andy Sanborn

Alternate Members present: Thomas Lynch, Kalena Graham (seated in place of Jody Slack)

Others Present: Town Planning Assistant, Stephen Laurin

Minutes of 8/20 and 9/3– Selectman Olmstead made a motion to approve these two sets of minutes. Will Ellis seconded and the motion passed unanimously.

New Business

a. Site Plan Application Site Plan – Owner Elizabeth M. Daniels/Applicant Brian Baxter, BB Scoops - Tax Map 24, Lot 023, 1004 Laconia Road. Site Plan application to add a use by converting an existing office space into a walk-up ice cream shoppe/restaurant. The site lies within the Commercial Zoning District.

Brian Baxter explained that he would like to start a walk-up only ice cream shoppe/restaurant in the front of a building shared by Daniels Artesian Wells on Rte 3. Elizabeth Daniels will still own the property. Brian stated he would have a simple menu for food and already operates a food truck; menu items would include sandwiches, potato salad, etc. Chair Bormes stated that he is concerned about parking. Steve stated that the ordinance only states that parking must be “adequate” but does give stipulations on amount or size of parking spaces needed. Brian stated that there is parking for about 15 vehicles. Steve stated that the Health Officer noted that bathrooms would need to be provided for customers; Brian stated that the State only requires this if you have a sit-down restaurant and his will only be walk-up. He will communicate this with the Health Officer.

Andy asked if there are large pieces of equipment that will need to come close to restaurant customers; Brian responded that he doesn’t think this equipment is kept on-site any longer but even if it was, it wouldn’t come within 50 or so feet of customers when pulling in and out of the bay. Andy asked about regulations for signage; Steve noted that building signs are outlined in the ordinance. Andy also asked about dumpsters; Brian responded that there is already a dumpster on the property that he will use and will stay covered with a plastic/metal lid per Andy’s request.

Kalena asked if there will be striping for the parking spaces; Brian responded that part of the parking lot is gravel, so he was not planning on doing that. She asked if he could at least have signage guiding customers where/how to park and he responded that he will do that. Selectman Olmstead stated that this area of Rte 3 will be getting busier with the addition of this business plus Lobster Connection moving across the street. He noted that he will discuss this with the BOS to see if there can be added safety measures on that stretch of road for pedestrians; this is a State road so DOT would need to be involved.

Abutter Mark Conley of Lobster Connection was in attendance and made comments.

Steve noted that Brian requested four waivers which he finds reasonable, as there will be no construction or changing of topography. The waivers include a large-sized plan prepared by a licensed surveyor and surveyed property lines, as well as showing existing and proposed contour lines on the plan.

Andy Sanborn made a motion to accept the site plan as complete with the requested waivers. Will Ellis seconded the motion and the motion passed unanimously.

Andy Sanborn made a motion to approve the site plan. Kalena Graham seconded the motion and the motion passed unanimously.

b. Conceptual Consultation – Owners Laurence and Diane DiBiaso - Multi-family dwelling (3 units) in Commercial Zoning District.

Diane DiBiaso explained that she is planning to sell her home which she purchased 30 years ago with two added apartments. The tax card was recently adjusted to list two apartments per Diane's real estate agent's suggestion but the Assessing Assistant noticed that one of these was not approved. Steve noted that one apartment was approved by the BOS in the past but the other was not; a three-unit dwelling is considered Multi-Family and requires site plan review by the Planning Board.

Diane noted that there are long-time tenants in each apartment; the Fire Chief inspected the second apartment recently and said that it did not meet code for life safety. She stated that she does not want to make updates to that apartment and would prefer the future buyer decide if they want to make updates or not. Tom stated that whether someone in the future purchases the home or not there is still a tenant living in an apartment that the Fire Chief deemed to be not up to code. Diane stated that she doesn't think there is really a safety hazard and there are two doors but if she cannot have the tenant living there she will evict. Andy noted that Steve should keep the Fire Chief's report about this property in case there are any issues with it in the future.

Other Business

a. Planner's Update – Notices from Belmont were read by Steve.

b. FY22 Budget – Selectman Olmstead recused himself from this discussion. Steve provided copies of the current FY budget to members; FY22 budgets are due October 2nd. He noted that some items for Zoning Enforcement are coming from the Planning Board budget though he has asked for clarity as to why. Andy noted that there is \$100 in the current budget for printing of the Master Plan and asked if this will be worked on soon, as the last revision was in 2012. Kalena stated that it is a future agenda item. Members agreed to request \$100 again for this in the hopes that they will begin working on this in FY22.

Andy Sanborn made a motion to adopt the FY21 budget less any changes to salaries/FICA/Medicare. Kalena Graham seconded the motion and the motion passed 4-1, with Selectman Olmstead abstaining.

Meeting adjourned at 8:45pm. The next meeting is scheduled for Thursday, October 1st at 7:00.

Respectfully submitted,
Audry Barriault