

Minutes approved at the August 17, 2020 meeting.

**MINUTES
GILFORD PLANNING BOARD
MONDAY
JULY 20, 2020
CONFERENCE ROOM A
7:00 P.M.**

The Gilford Planning Board met on Monday, July 20, 2020, at 7:00 p.m. in Conference Room A of the Gilford Town Hall and via telephone conference call under emergency order provisions related to the COVID-19 pandemic.

Members present were Chair Wayne Hall, Vice-Chair Carolyn Scattergood, Secretary Richard Vaillancourt, Regular members Jack Landow and Isaac Howe, and Alternate Members Gaye Fedorchak and Rick Notkin.

Member present on the conference call was Selectmen's Representative Chan Eddy.

Members absent were Regular Member William Johnson and Alternate Member Emily Drake.

Also present in Conference Room A was John Ayer, Director of Planning and Land Use, and Sandra Hart, Technical Assistant.

Gaye Fedorchak was asked to take the place of William Johnson as a voting member.

1. PUBLIC HEARINGS

W. Hall introduced the first application.

- 1.1 GOLDEN LLC** – Applicant proposes to add a 3,700 square foot storage building with related parking, drainage, and other site improvements on the existing site located at 172 Lily Pond Road on Tax Map & Lot #215-002.000 in the Industrial (I) Zone. Amended Site Plan Review. Application #2020000295.

J. Ayer said that the application was complete and ready to be accepted. Motion made by C. Scattergood, seconded by J. Landow, to accept the application as complete. Motion carried with all in favor.

Presentation

Craig Bailey of Bailey Engineering stated that he was representing Ralph King, the owner of Golden LLC. He explained that the package and plans the Board has are slightly different from what he is presenting. He said the plans have been revised slightly since the Site Study meeting. He said the use is Industrial and that there is currently one occupant in the building, Total Security, which will remain on site.

C. Bailey said that the property is on the corner of Dunbar Drive and Lily Pond Road. The purpose of this site plan is to add a commercial storage use in the rear of the property. He said that they would like to provide space for vehicle storage and independent garaging in 12 foot wide bays, the building being 110 feet long and 60 feet wide. He said there will be associated parking as well. Also proposed is an addition of 60 feet by 24 feet to the existing office and shop.

Minutes approved at the August 17, 2020 meeting.

C. Bailey explained the drainage system and erosion control, noting that the drainage retention basin that they currently have will be adequate for this use. J. Ayer reminded everyone that the Toy Box facility in Glendale is a similar use.

J. Landow said that there was some question at the Site Study Committee about the landscaping. C. Bailey referred to Sheet 4 and said the detail sheet shows the proposed rain garden and calls out planting appropriate plants, but he is leaving up to the landscaper as to what plants are appropriate to plant. C. Bailey then referred to Sheet 2 to show the location for the rain garden.

C. Eddy said on Sheet 2 it shows that a well casing will be shortened and a riser structure installed. C. Bailey said that they will excavate the soil around the well head and then cut it off and install something that can be plowed over. He said right now it is about three (3) feet out of the ground.

C. Bailey passed around computer renderings of roughly what the proposal will look like when it is completed.

J. Ayer said there was some concern about this being boat storage, but it is not specifically for storing boats. It is commercial storage to store whatever a renter wants to store there, whether it be a car, a boat, or something else. He said it is not a critical issue since it is year-round storage that is fully enclosed. Boat storage is a separate, specific use which this is not. Applicant Ralph King, who was present, said that it will be a very small garage so only a very small boat would fit in the storage unit. R. King said that it'll be rental only, not condos, and they will be for storing registered, road-worthy vehicles.

W. Hall asked if there were floor drains in the units. R. King said that they will not have floor drains. C. Bailey said that those drains are no longer recommended.

Public Input

W. Hall asked if there were any members of the public that wished to speak. Hearing none he closed the public hearing. W. Hall introduced the second application.

1.2 **STONE BROOK HILLS, LLC** – Applicant proposes to operate a Bed and Breakfast with six (6) guest rooms in the existing farm house which use is in addition to other land uses previously approved on this site located at 128 Glidden Road on Tax Map & Lot #271-008.000 in the Limited Residential (LR) Zone. Amended Site Plan Review. Application #2020000296.

J. Ayer said that the application was complete and ready to be accepted. Motion made by C. Scattergood, seconded by C. Eddy, to accept the application as complete. Motion carried with all in favor.

Presentation

Steve Smith of Steven J. Smith and Associates, Inc., was present and represented Stone Brook Hills, LLC. He said that they have been to the Planning Board on several occasions over the past few years for various approvals. Currently their request is for approval of a Bed and Breakfast use, which is allowed by Special Exception. He said they went to the Zoning Board of Adjustment and received approval for a Special Exception with the condition to upgrade the existing septic system, because the system they currently have is for four (4) bedrooms.

Minutes approved at the August 17, 2020 meeting.

S. Smith went over the site plan for everyone and explained that this is a request for a six (6) bedroom Bed and Breakfast. No exterior improvements will be made other than upgrading the septic and leach field behind the barn house. S. Smith said that there are 12 parking spaces available and they are required to have 10. The parking spaces are between the two barns, and there is an approved two-bedroom apartment in one of the barns which has its own septic system. S. Smith said that this is an apple orchard and blueberry farm and is a beautiful site. He said it's a gorgeous building and is kept well.

J. Landow referred to the Site Study notes about getting a fire truck in there. S. Smith explained that they have met with the Fire Department and will be working with them directly on that issue.

C. Scattergood asked if the house was going to have six bedrooms. S. Smith said that is correct, and they will all have two employees on site for the operation of the Bed and Breakfast.

Public Input

W. Hall asked if there were any members of the public that wished to speak. Hearing none W. Hall closed the public hearing.

W. Hall introduced the third application.

1.3 JOMISH REALTY TRUST – Applicant proposes to add a 4,500 square foot warehouse building with related parking, utilities, drainage, and other site improvements on the existing site located at 160 Lily Pond Road on Tax Map & Lot #214-021.000 in the Industrial (I) Zone. Amended Site Plan Review. Application #2020000297.

J. Ayer said that the application was complete and ready to be accepted. Motion made by C. Scattergood, seconded by I. Howe, to accept the application as complete. Motion carried with all in favor.

Presentation

Steve Smith of Steven J. Smith and Associates, Inc. stated that he was representing the applicant on this piece of property in the Industrial Zone. It is a 1.88 acre parcel of land, and was formerly the office and construction yard for Belknap Landscape Company. He said they had a good survey plan done by Frank Yerkes, so they hired Frank to update it. S. Smith went over the site plan for everyone. He said the proposal is to use the existing office space, upgrade the access into the back area, construct a warehouse building, and provide enough paved parking for the office and warehouse areas. He said there will be a screened dumpster as well. S. Smith said that they will upgrade the detention area and rain gardens to collect stormwater. He said there will be underground electric and they have a sewer connection. They have provided a building plan and he noted that the building will be a 4,500 square foot warehouse (60' x 75') and 45 feet in height. S. Smith said they have a lighting plan which meets the City of Laconia's lighting standards which he explained for everyone.

J. Ayer said that the lot coverage is not correct as it is shown on the plan. S. Smith said that he noticed that also and said he will make sure that it is corrected. J. Ayer also said that he will need to assign a different address for this because there is no driveway from the Lily Pond Road.

Public Input

W. Hall asked if there were any members of the public that wished to speak. Hearing none he closed the public hearing. W. Hall introduced the last application.

Minutes approved at the August 17, 2020 meeting.

- 1.4** **MICHAEL R. GALLO** – Applicant proposes to subdivide a 6.06 acre lot into two (2) lots with both lots having less than minimum frontage as described in Section 5.1.2(d) of the Gilford Zoning Ordinance, with one lot containing 2.6 acres and the other lot containing 3.46 acres, on property located at 18 Hook Road on Tax Map & Lot #266-089.000 in the Resort Commercial (RC) Zone. Subdivision Plan Review and Conditional Use Permit Review. Application #2020000298.

J. Ayer said that the applicant has asked to be continued to the August 17, 2020 meeting to allow time to address some issues with the application which were pointed out by staff.

Motion made by G. Fedorchak, seconded by J. Landow, to table the application until the August 17, 2020 meeting. Motion carried with all in favor.

2. ACTION ON ABOVE

1.1 GOLDEN LLC

Motion made by C. Scattergood, seconded by R. Vaillancourt, to approve the application with the following conditions:

- a. The applicant shall revise the plan to clearly label the office building addition, provide a parking a calculation table, and provide stamp blocks.
- b. The applicant shall obtain any other federal, state, or local approvals that may be required.

Motion carried with all in favor.

1.2 STONE BROOK HILLS, LLC

Motion made by C. Scattergood, seconded by R. Vaillancourt, to approve the application subject to the applicant obtaining any other federal, state, or local approvals that may be required.

Motion carried with all in favor.

1.3 JOMISH REALTY TRUST

Motion made by C. Scattergood, seconded by G. Fedorchak, to approve the application subject to the applicant obtaining any other federal, state, or local approvals that may be required.

Motion carried with all in favor.

3. OTHER BUSINESS

Election of Officers

J. Ayer explained that normally officers are elected in April or May, but with COVID-19 that has been delayed. W. Hall asked J. Ayer to run the voting on the nomination and election of Chairman. J. Ayer called for nominations for Planning Board Chair.

I. Howe nominated W. Hall for Chair, seconded by G. Fedorchak. There were no other nominations. Motion carried with all in favor.

W. Hall called for nominations for Planning Board Vice Chair. I. Howe nominated C. Scattergood for Vice-Chair, seconded by G. Fedorchak. Motion carried with all in favor.

Minutes approved at the August 17, 2020 meeting.

W. Hall called for nominations for Planning Board Secretary. Scattergood nominated R. Vaillancourt for Secretary, seconded by G. Fedorchak. Motion carried with all in favor.

J. Ayer explained that the Board also usually appoints a representative to the Historic District and Heritage Commission and the CIP Committee. He said W. Hall is the current CIP rep. and E. Drake is the current HDHC rep. Motion made by C. Scattergood to have W. Hall represent the Board on the CIP Committee, seconded by R. Vaillancourt. Motion carried with all in favor. W. Hall suggested holding off on the HDHC representative nominations until E. Drake is present. All agreed.

4. MINUTES

Minutes of March 16, 2020

Motion made by G. Fedorchak, seconded by J. Landow, to approve the minutes of March 16, 2020. Motion carried with all in favor with R. Vaillancourt, C. Scattergood, and I. Howe abstaining.

Minutes of June 15, 2020

Motion made by C. Scattergood, seconded by G. Fedorchak, to approve the minutes of June 15, 2020. Motion carried with I. Howe and R. Vaillancourt abstaining.

5. ADJOURNMENT

Motion made by C. Scattergood, seconded by G. Fedorchak, to adjourn the meeting at 8:04 p.m. Motion carried with all in favor.

Respectfully submitted,

Sandra Hart, Secretary