

GILFORD SITE STUDY COMMITTEE

Minutes
Conference Room A
Gilford Town Hall

Monday
May 8, 2023

Present for the Town were Police Captain Dustin Parent, Fire Chief Steven Carrier, DPW Director Meghan Theriault, Building Inspector/Code Enforcement Officer George Lane, and Director of Planning and Land Use John Ayer.

The meeting convened at 10:00 AM. J. Ayer chaired the meeting. There was no representative for the first item on the agenda so J. Ayer moved on to agenda items 2. and 3.

2. **JOHN BAXTER** – Applicant is proposing to operate as a Home Occupation, pursuant to Sections 4.6.5 and 4.7.6(e) of the Gilford Zoning Ordinance, a marine diving service business (JB Dive Services, LLC) to include storage of dive equipment in shed, on-site winter storage of boat and trailers, storage of related work items inside and outside of shed, a sign mounted on the shed, and one (1) non-resident employee coming to the property which is located at 72 Pinecrest Drive on Tax Map & Lot #203-123.000 in the Single Family Residential (SFR) Zone. Home Occupation Site Plan Review. Application #2023000185.

John Baxter, applicant, was present and said that he operates J.B. Dive, a water construction business which he then described. He noted that he is on call 24/7 with the City of Laconia providing emergency dive services. He said he uses an existing shed on the property to store his equipment, and said he uses an existing driveway to park his boat and trailer in the winter and just the trailer in the warmer months. He has one employee who parks either in the driveway on-site or in the driveway at the neighboring house which the applicant's daughter owns.

G. Lane asked where he refills his tanks. J. Baxter said he refills his air tanks at Watermark or another site, not at his home. He said he loads his equipment in the morning and off loads it in the afternoon. He said he is usually loading around 8:00 a.m. and offloading at about 5:00 p.m. at the latest. He said he takes his boat out once a year and brings it back once a year.

J. Ayer noted that he has a sign that is 4'x4' mounted to the shed and the sign ordinance allows only a 6 square foot sign in residential zones. J. Baxter said he could remove it and noted that he put it up because his daughter had made it.

3. **FRANK P. YERKES, LLS, DUBOIS & KING, INC.** – Applicant is proposing to subdivide a 15.31 acre parcel into four (4) lots ranging in size from 2.59 acres to 5.36 acres with two of the lots having less than minimum frontage on a public road which requires approval of a Conditional Use Permit pursuant to Section 5.1.2(d) of the Gilford Zoning Ordinance. The property is located at 43 Lockes Hill Road on Tax Map & Lot #242-376.000 in the Single Family Residential (SFR) Zone. Subdivision Plan Review and Conditional Use Permit Review. Application #2023000186.

Frank Yerkes, LLS, with Dubois and King, was present to discuss the application. He said a six (6) lot subdivision had been approved on this property in 1989 but it was never recorded. He said this

application proposes only four (4) lots. An existing house will remain and is shown on the plans and will continue to use its own driveway. Three (3) lots will share a common drive. He said that the property owner recently logged the property for the view.

J. Ayer asked about the buildable area. F. Yerkes said the crosshatching on the plan shows the slopes over 15%. Discussion ensued. Each lot has adequate buildable area. F. Yerkes said they did test pits last week but have not yet received results. Jeremy Martin, builder, said the test pits looked good. He said this project will be similar to the one he did on Ginger Gold Way at the end of Glidden Road. He will install white fencing and a sign.

M. Theriault said the clear cutting of the property contributed to the heavy runoff that damaged Lockes Hill Road with the recent heavy rains. She said this plan needs a drainage study and said she sees nothing proposed to handle drainage. F. Yerkes said Peter Howard, PE, with Dubois and King recommended a drainage feature. M. Theriault said the project needs some drainage study. Discussion ensued. It was noted that 10 or 15 acres of land were clear cut.

F. Yerkes said he has no information on the existing septic system for the existing house which is why the plan does not show its specific location. Discussion ensued. J. Ayer said it would be good to know where that it so we know if it's within the limits of the lot proposed for the house or under the proposed shared driveway.

M. Theriault asked what the width will be of the private road. F. Yerkes said 16 feet. M. Theriault said it is her understanding that NFPA requires a 20 foot wide driveway if it is over 300 feet. S. Carrier said the requirement is for 16 feet hard/drivable surface and 20 feet clear. S. Carrier further noted that the houses are going to be sprinklered which helps with fire safety.

S. Carrier asked about the road name on the plan, Roberts View, and said we already have other similar sounding road names. F. Yerkes said that the prints had already been made before the newer name had been approved which is Sundown Circle. J. Ayer said he had already confirmed with other department heads that the Sundown Circle road name was good and noted that the applicant was aware of the need for the change.

J. Ayer asked what lot the road was going to be a part of and said that it looks as though it is proposed to be its own lot, possibly for future public road acceptance. F. Yerkes said that was an oversight. He discussed the matter briefly with J. Martin and they agreed they would make the roadway part of Lot 1 which is proposed to be Tax Map & Lot #242-376.001, and would provide an easement line.

J. Ayer also noted that the setbacks should be adjusted. He said that Lot 3 has the minimum frontage on a public road so it only needs a 25 foot setback on its side and rear property lines. J. Ayer said the setback along the future Sundown Circle roadway is shown as 35 feet but that could be 25 feet for that lot. The two lots with less than minimum frontage on a public road, proposed as Lots 242-376.001 and .002, should show a 35 foot setback from all property lines since this is the SFR zone and only requires a 35 foot setback, not the 50 foot setback shown.

M. Theriault and J. Ayer said it would be good to show the road pavement if it is to be paved. M. Theriault gave J. Ayer photos of the recent stormwater runoff damage to Lockes Hill Road.

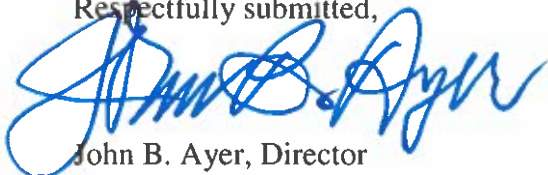
J. Ayer went back to agenda item 1. as the representative for that application had arrived.

1. **JAMES P. JOHN, JR. & MARY LOU JOHN, TTEES/ JOHN FAMILY TRUST** – Applicants are proposing a lot line adjustment for a one-way transfer of 2,380 square feet (0.055 acres) of land from 14 Highland Drive on Tax Map & Lot #267-196.000, to 14 Larch Drive on Tax Map & Lot #267-197.000. Properties are located in the Resort Commercial (RC) Zone. Lot Line Adjustment Plan Review. Application #2023000184.

Bryan Bailey, LLS, of Bailey Associates, was present for this application. He said this is a boundary line adjustment on Larch Drive involving Tax Map & Lot #267-196.000 and #267-197.000. He said this is being done to accommodate a driveway that traverses three (3) lots and serves two (2) of those lots. The two lots served by the driveway belong to Heffernan and are Lots #267-197.000 and #266-056.000 at 14 and 20 Larch Drive, respectively. This BLA will make it so the driveway no longer encroaches on the lot owned by John Family Trust at 14 Highland Drive (Lot #267-196.000). B. Bailey said there will be an easement for the driveway across Lot #267-197.000. M. Theriault asked if this will be a shared driveway. B. Bailey said it will be shared by 14 and 20 Larch Drive. M. Theriault said if it is shared it will require an access easement. B. Bailey said there is an easement in place. He said there is also a driveway from Route 11 that reaches 20 Larch Drive. J. Ayer said that the main objective here is to get the driveway on to the 14 Larch Drive lot and remove the encroachment from the John lot and this BLA accomplishes that.

With no further questions or comments, the meeting adjourned at 10:50 AM.

Respectfully submitted,



John B. Ayer, Director
Department of Planning and Land Use