

City of Laconia Minor Site Plan Committee  
11:00 AM City Hall - Armand A. Bolduc Council Chamber  
*Draft Minutes*

3/11/2020 - Minutes

1. CALL TO ORDER

Chair Wesley Anderson called the meeting to order at 11:00 AM

2. ROLL CALL

Chair W. Anderson introduced the committee. Members present were Tara Baker, Assessing; Charlie Roffo, Fire; Al Graton, Police; Dean Trefethen, Planning/Zoning/Code; Ben Crawford, Water and Chair Wesley Anderson, DPW

Chair W. Anderson stated there are five member present and a quorum is established.

3. RECORDING SECRETARY

Kalena Graham

4. STAFF IN ATTENDANCE

5. ACCEPTANCE OF MINUTES FROM PREVIOUS MEETINGS

5.I. Acceptance Of Minutes From August 28, 2019

Chair W. Anderson stated the minutes were accepted as written.

6. CONTINUED PUBLIC HEARINGS, CONSIDERATION AND POSSIBLE VOTE Note: The Purpose Of This Agenda Section Is For The Board To Continue The Public Hearing For The Applicant And The Public To Provide Input. The Board May Also Deliberate The Application, Decide And Conduct A Final Vote At This Time.

7. PUBLIC HEARINGS, POSSIBLE CONSIDERATION AND VOTE Note: The Purpose Of This Agenda Section Is For The Board To Have A Presentation From The Applicant And Open A Public Hearing For The Public To Provide Input. The Board May Also Deliberate The Application, Decide And Conduct A Final Vote At This Time.

7.I. PL2020-0022MSP; 264 & 292 Lakeside Ave; Proposal To Add 18 Sf To Connect The Two Buildings

The public hearing opened at 11:01 AM.

Applicant: Anthony Santagate addressed the board. The proposal is to connect the two buildings at 264 Lakeside and 292 Lakeside by a vestibule. He is in process of merging the lots as well.

Abutter input: No one spoke for or against the application.

Board discussion:

T. Baker noted that in order to merge the lots, they need to be the same entity and mortgage or if a separate mortgage exists on the two properties you would need bank authorization to merge.

B. Crawford brought up the fact that each unit has a water connection and one would need to be discontinued at the main under the street. Issue with that is Lakeside was recently redone and it would be messy. There is a five year moratorium period and that would be 2022. B. Crawford noted that the water service in 264 Lakeside had a newer service line and it would be ok if the disconnection was terminated for now in 292 Lakeside.

There was discussion on possible escrow and waivers or agreements for when the moratorium period ends.

Chair W. Anderson noted that the applicant is responsible for the sewer connections and that eventually there will need to be only one sewer service.

C. Roffo has been to the site and his issue is the stairwell where the connection will be. The stairwell will need to maintain the fire rating of 1 hour. The door can be open by magnet as long as they let go in emergency. A. Santagate stated that he will be using Total Security and will draw up what C. Roffo is looking for.

The public hearing ended at 11:10 AM.

Motion to approve the application with conditions of: *Per city ordinance, the merged building can only have one sewer service connection to the City's sewer main. The property owner is responsible for the sewer service to the main. Due to the recent reconstruction of Lakeside Ave and the moratorium against road cuts, decommissioning one service is not feasible at this time. After the moratorium is lifted and the owner is renovating, or demolishing the buildings one of the sewer services will have to be capped. The owner and Public Works will need to develop a system to record both existing services against the one property in the interim; If buildings are combined, one of the domestic water services (264 or 292) will need to be discontinued at the water main. In the interim one service (the ¾ inch service) will need to be shut off at the building and the meter removed. The property owner will need to assume liability for any failure of that service in the interim until the line is capped at the main. The property owner will need to cap the main in 2023 before May 15, 2023 or after October 15, 2023; Properties will need to be merged through voluntary lot merger, which requires properties to be owned under the same entity and be free of separate mortgages; If buildings are combined, property owner assumes liability of the water services to the water main, until such time that one of them is terminated, after the pavement moratorium is lifted on Lakeside Ave. Written agreement between LWW and applicant is required; Applicant is responsible for hiring a contractor to perform water service termination work. A deposit will need to be provided to LWW prior to any work beginning, to cover inspection of the work. Amount to be determined at a later date. The integrity of the one-hour fire rated stair enclosure (Tower Hill) shall be maintained; The connecting doors shall be one-hour fire rated doors and casements. The doors will be in the normally closed position. If desired to be open, they shall be connected to magnetic hold open devices connected to the fire alarm system. These doors will close upon activation of the fire alarm or power failure. Upon closing, the new doors shall meet and latch into the fully closed position; The new doors shall open in the direction of egress into the Tower Hill building. Panic hardware may be required based on occupant load; The connecting wall section(s) from the Tower Hill Tavern to the new doors shall be one-hour rated, made by A. Graton, C. Roffo seconded. All voted in favor.*

## 8. OTHER BUSINESS

## 9. ADJOURNMENT

Motion to adjourn made by T. Baker, B. Crawford seconded.

The meeting adjourned at 11:11 AM

Respectfully,

K. Graham