

CITY OF LACONIA PLANNING BOARD
6:30 PM City Hall - Armand A. Bolduc Council Chamber
Accepted September 1, 2020

8/4/2020 - Minutes

1. CALL TO ORDER

Chair Peter Brunette read the introduction for electronic meetings:

INTRODUCTION FOR ELECTRONIC MEETINGS

As Chair of the Laconia Board, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Board is authorized to meet electronically.

Please note that there is no physical location to observe and listen to the meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, this is to confirm that we are:

a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means;

We are utilizing the Zoom platform for this meeting where all members of the Board will have the ability to communicate, and the public will have access to watch the live YouTube video at <https://www.youtube.com/laconianh>, listen to this meeting through dialing the following phone # 1-312-626-6799 or 1-646-558-8656 or participate with the Zoom app. Webinar ID 859 9996 2507, Webinar Password 490649.

b) Providing public notice of the necessary information for accessing the meeting;

We previously gave notice to the public of how to access the meeting using Zoom, and instructions are provided on the City of Laconia's website at

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access;

If anybody has a problem, please call 524-3877 x 249 or email at: planning@laconianh.gov

d) Adjourning the meeting if the public is unable to access the meeting.

In the event the public is unable to access the meeting, we will adjourn the meeting and have it rescheduled at that time.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

Let's start the meeting by taking a Roll Call attendance. When each member states their presence, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

Chair P. Brunette called the meeting to order at 6:35 PM

2. ROLL CALL

Members physically present: Bruce Cheney, Mike DellaVecchia, Sarah Jenna

Members remotely present via Zoom: Brett Beliveau, Rich MacNeill, Jewel Fox, Ed Bones, Peter Brunette, Jewel Fox, Stacy Soucy

All members of the board via Zoom were alone in the room and a quorum is established.

Brett Beliveau and Stacy Soucy were seated as voting members

3. RECORDING SECRETARY

Kalena Graham

4. STAFF IN ATTENDANCE

Planning Director Dean Trefethen, Zoom Host Assistant Planner Rob Mora

5. ACCEPTANCE OF MINUTES FROM PREVIOUS MEETINGS

5.I. Acceptance of minutes from July 7

Motion to accept the minutes made by E. Bones R. MacNeill seconded. All voted in favor by roll call vote.

6. PRESENTATIONS

7. EXTENSIONS Note: The purpose of this agenda section is for the board to consider requests from applicants with previously approved projects to extend the deadline dates. The board may also deliberate the request, decide and conduct a final vote at this time. PUBLIC INPUT IS NOT TAKEN ON EXTENSION REQUESTS.

7.I. PL2019-0029SP, 0070CUP(wetland); 33 Lexington Drive; request to extend the approval to construct a 7975 sf building

Applicant: Geoff Gray addressed the board via zoom. There has been a delay in the building due to subcontractor issue and the covid virus. They are ready to move on now.

Planning Director D. Trefethen noted that Staff has been in contact with the applicant and is aware of the situation. Staff has no issues with the request.

Motion to approve the extension request to July 1, 2021 made by S. Jenna, E. Bones seconded. All voted in favor by roll call vote.

8. 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.

9. 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.

9.I. PL2020-0064SP, 0065CUP(wetland buffer); 231, 237 & 243 Court St; proposal to merge lots and construct additional office, storage, wash bay and garage with supporting parking

Motion to accept the application as complete made by M. DellaVecchia, S. Jenna seconded. All voted in favor by roll call vote.

Applicant: Steve Smith, representing George C. Stafford, addressed the board. The applicant went before the zoning board for a special exception to expand the pre existing non conforming use of fuel storage and sales. This proposal will require a lot merger to merge the three lots into one. S. Smith went over the plans. The applicant is requesting a conditional use permit for wetland buffer for the work in the rear of the property. The Conservation Commission has been working with the applicant since the beginning of the project and there has been no issues throughout the process. There is a proposed new entrance on court street. And a lot of storm water drainage treatment where there is none currently. The two buildings along Court Street are proposed to be demolished and will go in front of the Heritage Commission in August.

The public hearing opened at 6:53 p.m. No one spoke for or against the application.

The public hearing closed at 6:53 p.m..

Staff review: Planning Director D. Trefethen noted that very little storm water management is currently on the site so this will be a big improvement. The 2 buildings that are proposed to be demolished have been slowly deteriorating throughout the years and need to come down. Staff is in favor of the request.

S. Soucy had a question regarding the wash basin and S. Smith noted that it has been changed and is now inside of a building instead of outside. B. Cheney asked what the total size is of all the properties after being merged and was told 4.3 acres. The lot coverage total will be 62.68%, where 90% is allowed.

Motion to approve the site plan application with the dates and conditions as noted in the staff review made by S. Jenna, B. Cheney seconded. All voted in favor by roll call vote.

10. APPLICATION ACCEPTANCE Note: The purpose of this agenda section is to publicize that a Planning Board application has been submitted AND for the Planning Board to determine if the application is complete enough to begin the review process. PUBLIC INPUT IS NOT TAKEN AT THIS TIME. If the application is accepted the Planning Board will schedule a Public Hearing at which time the application will be heard and public comments will be accepted. Information about applications can be obtained on the city's web site or by calling the Planning office.

- 10.I. PL2013-0100SP amd2; 264 Lakeside Ave, Tower Hill Tavern; Request to amend the original approval to allow for indoor live music & DJ's until close at 1 am

Planning Director D. Trefethen noted that this is an amendment to change the times of live music and DJ inside from 10:00 p.m. to 1:00 a.m. B. Cheney Asked about the city regulations with the noise ordinance and planning director D. Trefethen said that the ordinance is for outside and this will not be outside. There are conditions that need to happen according to the original notice of action. He will double check The Times set in the ordinance. Chair P. Brunette said that the whole Weirs area is mixed use with homes abutting entertainment venues.

Motion to accept the application as complete and scheduled a public hearing to September one made by S. Jenna, E. Bones seconded. All voted in favor by roll call vote.

11. NEW BUSINESS

- 11.I. CIP discussion

Assistant planner R. Mora noted that is that time of year for the CIP committee to start up and may need four members. He has four members at large and needs three from the planning board to volunteer to serve on the committee. The public members are Dean Anson, Peter Stewart, Paul Duggan and possibly M. Foote. S. Jenna volunteered. R. Mora noted that Charlie St. Clair might want to and that a vote wasn't necessary and could be done next month. S. Soucy showed interest if C. St. Clair does not want to.

Motion to appoint from the Planning Board: Stacy Soucy, Sarah Jenna and Peter Brunette and from the public: Dean Anson, Peter Stewart, Paul Duggan and M. Foote made by B. Cheney, E. Bones seconded. All voted in favor.

- 11.II. Conceptual Review; 41/49-63 Elm Street; conceptual review for a proposal to merge lots, remove existing structures, construct a mixed use (commercial & residential) 3 story building, along with associated parking

Chair P. Brunette asked E. Bones to step up as chair because he was recusing himself from this application and any future proceedings for this property. He explained for the audience the conceptual application process. He also noted for transparency that the applicant for this project has made an offer to buy his family's home, which directly abuts the subject property.

Steve Smith, representing the owner, addressed the board. He went over the existing conditions plan. Currently there are 19 apartments overall, with commercial units on the bottom floor. The buildings looked like they are attached but they are all separate buildings. The proposal would require a lot merger. The applicant is proposing to use the performance zoning overlay. The proposal is to entirely remove all the structures on site and rebuild from scratch. He went over the proposed plan. The proposal would be to build a single attached building fronting on Elm Street which would encompass about 9000 sf of commercial space and residential on the second and third floors consisting of 16 units. Currently, there are 7 parallel parking spaces along Elm Street. S. Smith has met with DPW and the applicant is proposing to convert the parallel parking spaces to regular perpendicular parking spaces to make 16 parking spaces along Elm Street. The sidewalk would be redone as well. The applicant is proposing an access road off Railroad Ave which would go under the second floor residential units in back of the building. There will be 10 bunker parking spaces to support the commercial units and on the top of the bunker, 24 parking spaces with a roof on top, like a parking garage but not enclosed. Dumpsters are proposed in the rear of the property. He went over the elevations of the buildings. Similar to the surrounding buildings with a flat roof. He noted the difference in land elevation from the lower Railroad Ave to the higher Park Street. Currently the buildings are set over the sidewalk and the proposed will be moved back. The buildings will be stepped for architectural play. S. Smith noted there is a long way to go to the actual color and design of the buildings. The building height allowed is 60 ft and the building near Railroad Ave will be about 46 ft high and the building by Park Street will be around 43 ft high. If you go by average grade they will be around 44 ft high. For the parking area off Park Street they are looking at a sliding gate for resident's parking. The commercial units will have parking off Railroad Ave. The applicant will be using the performance zoning to get enough parking the five ft setback on Elm Street can't be maintained. They will be meeting the lot coverage and the parking standards. B. Cheney asked what sort of apartments and was told 1-3 bedrooms luxury units. S. Jenna noted she was on the committee for the new zone and this is exactly what she was looking for and is happy. She is a Lakeport resident and is happy the way the Opera house came out and is excited to see the outcome of this project. S. Soucy was thrilled with the proposal as well. The only thing she did not like was the sliding gate, it just doesn't fit in. S. Smith noted that the sliding vs the swing gate was used because of interference with movement on Park Street. S. Smith believes there will be many tweaks in design over time. Planning Director D. Trefethen concurs with S. Jenna that this is what the zone was created for.

Planning Director D. Trefethen noted this is a conceptual approval to get a basic idea from the board before the applicant submits a formal site plan. Vice Chair E. Bones noted he likes the plans.

Motion to approve the conceptual plan made by B. Beliveau, R. MacNeill seconded. All voted in favor by roll call vote.

12. OLD BUSINESS

- 12.1. Request for the board to reconsider acceptance of application PL2019-0135SP (wetland), Woodvale Drive, MBL 166-357-5, proposal to construct garage and second driveway within the wetland buffer. Request made by E. Bones

Chair P. Brunette seated back as chair.

E. Bones noted that he thought about the application after the meeting and feels the board did not give the applicant any information on why the acceptance was denied, hence his request for reconsideration of the acceptance.

Motion to approve the reconsideration request made by E. Bones, M. DellaVecchia seconded. All voted in favor by roll call vote.

Staff told the board the application was complete and ready for public hearing. Staff has the opportunity to work with the applicant on revising the plans. S. Soucy noted that on the Concom agenda the plan still shows a second driveway. Planning Director D. Trefethen stated that both Staff and Concom are not in favor of the second driveway. It is a challenging lot.

Motion to accept the application as complete and schedule a public hearing for September 1 made by S. Jenna, E. Bones seconded. All voted in favor by roll call vote.

13. PLANNING DEPT REPORT

Planning Director D. Trefethen let the board know there has been a pause over the last few months but will be coming out with some new initiatives for changes in the regulations and ordinance. One goal was to revive the Master Plan Steering Committee and asked the board to think about who might want to be on it. He noted that operations in the office have changed a bit but has been getting busier. There is still a lot of interest in the city. Two staff members are still out due to the virus. Chair P. Brunette asked about affordable housing and was told that folks are still interested and trying to think of ways to do so. Chair P. Brunette also mentioned remote meetings and how long they will be like this. His concern is that some people might not go to meetings for fear of the virus. Planning Director D. Trefethen said that is at the discussion of the board.

14. LIAISON REPORTS

LRPC: Assistant Planner R. Mora thanked LRPC for the good turnout at DPW for the Household Hazardous Waste day that was Saturday August 1.

City Council had nothing to report

Conservation Commission had nothing to report.

15. OTHER BUSINESS

16. ADJOURNMENT

Motion to adjourn made by S. Jenna, E. Bones seconded. All voted in favor.

The meeting adjourned at 7:59 PM

Respectfully,

K. Graham