

CITY OF LACONIA PLANNING BOARD
6:30 PM City Hall - Armand A. Bolduc Council Chamber
Accepted October 3, 2023

9/5/2023 - Minutes

1. CALL TO ORDER

Chair C. St Clair called the meeting to order at 6:31 PM

2. ROLL CALL

Members present: Amy Lovisek, Rob Mora, Tyler Carmichael, Rich MacNeill, Bruce Cheney, Louis Joseph, Mike DellaVecchia, Stacy Soucy, Scott McWilliam, Gail Ober, Charlie St. Clair

3. RECORDING SECRETARY

Scott Pelchat

4. STAFF IN ATTENDANCE

Interim Planning Director Kathy Menici

5. ACCEPTANCE OF MINUTES FROM PREVIOUS MEETINGS

5.I. Acceptance of August 1 minutes

Motion to accept the minutes from August 1 made by R. Mora, R. MacNeill seconded. All voted in favor.

6. PRESENTATIONS

Chair C. St. Clair asked for motion to move the rules and procedures to the end of the applications made by A. Lovisek, R. Mora seconded. All voted in favor.

6.I. Revisions to Planning Board Rules and Procedures

Motion to continue the Rules and Procedures to September 19 made by R. Mora, T. Carmichael seconded. All voted in favor. G. Ober asked if the dept could give a highlight of the changes for the next meeting.

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. PL2021-0113SP; 18 Endicott St N, North Water Marine; request to extend the approval to reconstruct storage building on lot 10

C. St. Clair spoke with other members and the Interim Director about extensions and the fact that they are not noticed to abutters. He feels that notification to abutters should be given. Interim Planning Director K. Menici said that deadlines are in the conditions of approval and typically amendment of conditions of approval, it should occur only in a properly noticed public hearing. She understands that the city has not notified abutters and hasn't had a chance to speak with legal counsel yet.

Motion to table the extensions to Oct 3 for staff to get legal counsel advice on the abutter notices for extension request made by B. Cheney, M. DellaVecchia seconded. All voted in favor with R. Mora abstaining.

7.II. PL2021-0124SP; 18 Endicott St North, North Water Marine; Request to extend the completion of the redevelopment of the property with reconfiguring buildings, upgrade drainage, build a retaining wall and

build a new forklift launch well

Motion to table the extension to Oct 3 made by B. Cheney, L. Joseph seconded. All voted in favor.

- 7.III. PL2022-0070SP, 0071CUP(perf zon); 35, 53, 71 Winnisquam Ave; Request to extend the Mylar deadline for the proposal to reconstruct retaining wall, boat ramp, boathouse and one residential building within the four parcels

Motion to table the extension to Oct 3 made by B. Cheney, R. MacNeill seconded. All voted in favor.

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.

- 8.I. PL2023-0091SP, 0092CUP (park), 0093CUP(perf zon); 17 Bay Street; Proposal to construct 12 efficiency apartments with association parking and utilities

Motion to continue the application made by R. Mora, A. Lovisek seconded. All voted in favor.

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. PL2023-0101SU; 7 Baker Ave; Proposal for condo conversion

Interim Planning Director K. Menici mentioned that an additional unit was found not in the deed or the tax card. She feels that applicant will need to go to the ZBA for a variance for the number of units. There was question if the density would match what is required. The applicant will be at the September ZBA. R. Mora suggested the board listen to the proposal before continuing the application.

Interim Planning Director K. Menici noted the application is substantially complete. The applicant has complied with all the condominium subdivision and site plan requirements, so the board could accept the application as substantially complete. There was clarification on the eighth unit not being on the tax card. The board listened to the application as conceptual.

Applicant: Stacy Casella addressed the board. She noted that the building has been there for over 100 years as a hotel with seven units and a manager's quarter. Currently, there are five two bedroom units, two one bedroom units and a four bedroom unit all with kitchens. She has been running it as a hotel for the last three years and that has declined over time. Looking at converting it because the need is more long term. She has had a lot of businesses asking for residences for employees and with the parking on the lot down the road hotel guests turn around in neighboring driveways. She is looking for more a long term rentals and no short term rentals will be allowed. There are 12 parking spaces for the building and she is hoping to get the project moving forward as soon as possible. Condo docs have been submitted to the planning department and staff is ok with the draft. The site uses the municipal solid waste disposal and will continue to after the conversion.

Motion to continue the application to October 3 made by R. Mora, L. Joseph seconded. All voted in favor.

- 9.II. PL2023-0090SP; Apple Ridge Road MBL 483-349-4.1; Proposal to create recreation field with associated parking for the Apple Ridge apartment complex

Motion to accept the application as complete made by R. Mora, A. Lovisek seconded. All voted in favor.

Applicant: Jon Rokeh addressed the board and went over the proposal. Recently merged the lot. The proposal is a grassed field for recreation with a parking lot. It's basically a place to put the fill from the Province Street apartment buildings. Eventually another proposal will be submitted later but the plans are not fully there yet. There were questions about the suitability of the soil coming out of the material.

The public hearing opened at 7:07 PM

The public hearing closed at 7:08 PM

Staff review: Interim Planning Director K. Menici went over the staff review.

Motion to approve the site plan application with the dates and conditions stated in the staff review made by R. MacNeill, finding that the proposal would provide a recreation area for the residents of Apple Ridge Development. B. Cheney seconded. S. Soucy opposed. The motion passed 7-1.

- 9.III. PL2019-0092SP amd1, PL2023-0106CUP(wtInd); Endicott St East MBL 187-72-7; Proposal to amend 2019 approval to modify new access road, amount of solar arrays and relocate interconnect location in the wetland buffer

Applicant: Adam Sandahl of CMA Engineers and Ken Layman from KSI was present. A. Sandahl addressed the board. He explained the changes from 2019. The applicant is looking to start construction by fall. The arrays have been condensed per DPW Director Wes Anderson. The original location where the solar array was to be connected into the grid was in the rear of the property. Eversource directed the project to move the connection off Endicott East instead. Part of the amendment is five new utility poles coming in off Endicott Street with four poles bringing power into the site to a new transformer pad. The poles are proposed to be in the wetland buffer. So there will be 100 sf of buffer impact requested. The applicant will be applying for a temporary wetland crossing from the state. The new access road off Sterling Drive is proposed instead of the paved portion due to the angle of the turn. Grades on the existing road is about 10 – 11 % and the proposed new road is around 14%. R. MacNeill asked about ownership of the lines and poles and was determined that if something happens to the line the project will maintain them.

Interim Planning director K. Menici asked about the grade of the road and that there wasn't a waiver for the grade. A. Sandahl mentioned that since they were using an existing road that a waiver wasn't needed. There was discussion of construction access vs road ensued and the fact that the applicant is proposing to use an existing entrance. The board would like a letter from the Fire Dept and would like to see a waiver for the grade.

The public hearing opened at 7:55 PM

The public hearing closed the public hearing at 7:55.35 PM

Motion to continue the application to Oct 3 to get legal support on which direction the board should go in made by R. Mora, B. Cheney seconded. K. Layman noted that time is working against the application and asked if the meeting could be sooner rather than later. R. Mora suggested a second meeting in two weeks and continue the application to that meeting. The board was amendable to the second meeting and the motion was amended to be continued to September 19, 2023. All voted in favor.

- 9.IV. PL2023-0076SU; 92 & 98 Water Street; Boundary line adjustment between the two lots
Motion to accept the application as complete made by L. Joseph, B. Cheney seconded. All voted in favor.

Applicant: Warren Cook 92 Water St, Grant Benson 98 Water St. W. Cook explained the proposal.

The public hearing opened at 8:13 PM

The public hearing closed at 8:13.54 PM

Staff Review: Interim Planning Director K. Menici went over the staff review.

Motion to approve the boundary line adjustment with the dates and conditions as stated in the staff review made by M. DellaVecchia, finding that the proposal is better for both properties and the public as well as the city. Seconded by R. Mora. All voted in favor.

- 9.V. PL2021-0008SUamd2; 224-228 Endicott St East; Proposal to amend the previous approval to remove

the condition regarding sewer agreement with abutting property

Applicant: Atty David Plunkett representing the applicant Roland Mainville, RAM Clarendon LLC addressed the board. Atty D. Plunkett explained the situation with the sewer agreement. He explained that over the past year there has been a lot of communication between his office and the abutting property's attorney negotiations regarding the sewer agreement. One issue is the occupancy permits being held up because of the agreement. R. Mainville noted that they have an agreement that is ready to be signed that has been agreed upon with the city, the abutter's attorney and the applicant. He said if the abutter is not willing to sign then the board needs to make a decision on whether the order of conditions that was given to the applicant last year should be upheld or not. There is a sewer easement that says they can tie into their sewer. There was a draft in October 2022 with no feedback on suggested changes or anything but "looking into it". The applicant is asking for assistance and help to get people moved in with a lot at stake. R. MacNeill brought up the drainage issues that need to be finished and R. Mainville noted that is being worked on with Dubois & King and shouldn't have anything to do with the occupancy permit. He reminded that the task at hand is the request of the sewer agreement.

DPW Director Wes Anderson gave a brief background of research he has done. He would like to see an agreement so there is record of care and maintenance of the sewer and who is responsible for what.

The public hearing opened at 8:38 PM

Mark Ranoff of 41 Nestledown Dr addressed the board. He noted they have been working in earnest since July 2023.

Interim Planning Director K. Menici noted that a letter was sent from Atty Corivo rep sundown advising the board that revisions will be made within the next 48 hours. L. Joseph asked what the risk to the city if there is not agreement. DPW Director W. Anderson said it going to who is responsible for what sometime in the future when there is an issue.

Motion to continue the application to the September 19 meeting made by B. Cheney, A. Lovisek seconded. All voted in favor.

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.

11. NEW BUSINESS

11.I. Appointment of members to CIP Committee

Motion to appoint R. Mora, C. St. Clair and T. Carmichael to the CIP committee made by A. Lovisek, S. Soucy seconded. All voted in favor.

B. Cheney will talk to Council about that.

12. OLD BUSINESS

13. PLANNING DEPT REPORT

Interim Planning Director K. Menici updated the board on Minor Site Plan applications.

14. LIAISON REPORTS

LRPC: S. Soucy noted that LRPC keeps reaching out to her regarding the grants for solar projects.

HDC: C. St. Clair noted the HDC is still waiting on council on the ordinance.

15. OTHER BUSINESS

G. Ober asked if the extensions can only be limited to the extensions and nothing else during the public hearing if that is where legal says it needs to be.

M. DellaVecchia brought up the building height variance and that there should be a plan on how high structures should be going to. B Cheney said the Ordinance committee is going through ordinances currently because there are a lot of things to be looked at. He brought up impact fees and tax incentives as well.

16. ADJOURNMENT

With no objections, the meeting adjourned at 9:23 PM

Respectfully,

K. Graham