

City of Laconia Minor Site Plan Committee
2:00 PM City Hall - Armand A. Bolduc Council Chamber
Draft Minutes

9/23/2020 - Minutes

1. CALL TO ORDER

Chair Wesley Anderson called the meeting to order at 2:09 PM

2. ROLL CALL

Chair W. Anderson introduced the committee.

Members present: Tara Baker, Assessing; Matt Canfield, Police; Dean Trefethen, Planning/Zoning/Code; Nick Schwarz, Water; Wesley Anderson, DPW; Charlie Roffo, Fire

Chair W. Anderson stated there are six members present and quorum established.

3. RECORDING SECRETARY

Kalena Graham

4. STAFF IN ATTENDANCE

5. ACCEPTANCE OF MINUTES FROM PREVIOUS MEETINGS

5.I. Acceptance Of Minutes From July 22

Motion to accept the minutes made by N. Schwarz, T. Baker seconded. All voted in favor.

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. PL2020-0090MSP; 477-505 Province Road; Proposal To Add 4,000 Sq Ft Of Pavement For 11 Parking Spaces

Chair W. Anderson opened the public hearing at 2:11 PM

Applicant: Steven Jorgensen, the property owner addressed the committee. There is limited parking and a big area between the two buildings. His business uses most of the parking, which leaves no room for the other businesses. The proposal will be enough to move half his employees to the new area and that would leave enough room for the the other businesses. T. Baker asked how many businesses are in the two buildings, answer: 8 including the applicant's.

Police, Fire and Water depts had no comments or concerns with the proposal.

Chair W. Anderson noted that Province Road is a State right of way and the driveway expansion must be outside of the State's right of way. Any changes impacting the driveway connection to the road will require a permit from District 3, NH DOT.

Due to the proximity of the proposed parking area to the street, it will be required to install curbing or some kind of barrier on the side of the proposed parking lot that is parallel to the Route 107 between the proposed expansion and Route 107. This is to prevent vehicles from expanding the width of the two existing driveways into the property by driving from the parking area directly onto Route 107.

The proposed parking area shall be sloped such that storm water runoff from this area runs into the parking lot not towards Route 107.

The property owner will need to review the percentage of handicapped spaces compared to the total parking area including the proposed area to determine if additional handicapped parking spaces need to be created in the parking lot.

D. Trefethen asked if there were any ADA accessible parking spaces and was told no. He noted that at least one needs to be added. If there will only be one, it will need to be a van accessible spot, but does not need to be near a door, just a flat easily accessible area. S. Jorgensen noted that the area had just been seal coated and lined but will add the ADA space.

The public hearing closed at 2:19 PM

Motion to approve the site plan for paving and adding 11 parking spaces with the conditions that any driveway expansion must be outside the state's right of way, addition of at least one van accessible ADA parking space, some kind of barrier to be put between the new parking and the State right of way (Rte 107), the new parking area to be sloped such that stormwater runoff runs into the parking lot, not towards Rte 107, and any changes to the driveway will require approval from the district 3 NH DOT made by D. Trefethen, M. Canfield seconded. All voted in favor.

8. OTHER BUSINESS

9. ADJOURNMENT

The meeting adjourned at 2:20 PM

Respectfully,

K. Graham