

CITY OF LACONIA PLANNING BOARD
6:30 PM City Hall - Armand A. Bolduc Council Chamber
Draft Minutes

11/4/2020 - Minutes

1. CALL TO ORDER

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 839 7416 1431, Webinar Password 535365.

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.

After reading the meeting information, Chair P. Brunette called the meeting to order at 6:30 PM.

2. ROLL CALL

Members physically present: Bruce Cheney, Mike DellaVecchia, Charlie St. Clair

Members remotely present via Zoom: Sarah Jenna, Peter Brunette, Brett Beliveau, Stacy Soucy, Rich MacNeill, Kirk Beattie, Edwin Bones

Absent: Jewel Fox

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

Alternate member S. Soucy was seated as a voting member

3. RECORDING SECRETARY

Kalena Graham

4. STAFF IN ATTENDANCE

Planning Director Dean Trefethen and Zoom Host Rob Mora

5. ACCEPTANCE OF MINUTES FROM PREVIOUS MEETINGS

5.I. Acceptance of minutes from October 6

With no objections, Chair P. Brunette stated the minutes accepted.

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. PL2017-0088SP, 0089CUP(wetland); 1212-1214 Union Ave; request to extend the approval to construct two duplex condominiums

Applicant: Lynn and Tim LeClair addressed the board via Zoom. The first two units have been finished and are occupied. They were hoping to break ground on the other building this fall but it won't be until spring.

Motion to approve the extension request to November 9, 2021 made by E. Bones, S. Jenna 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.

C. St. Clair asked if application 9.IV could be moved next. Chair P. Brunette noted that the next application will be continued and should not take the amount of time as it had in the past two meetings.

8.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

Applicant: Anthony Santagate addressed the Board. He asked for a continuance to January as the work will be done by then.

The public hearing opened at 6:43 PM. No one spoke for or against the application

The public hearing closed at 6:44 PM.

Motion to continue the application to January 5, 2021 made by C. St. Clair, B. Cheney seconded. All voted in favor by roll call vote.

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. PL2020-0085SP, 0086SU; 375 Endicott St North, 41 Skippers Ct & 144-252-3, Cedar Lodge; Proposal for site improvements to 144-252-2 and a boundary line adjustment between 141-484-5/144-252-2/144-252-3 ~waivers requested for: outdoor lighting, landscaping & stormwater and drainage

Applicant: Noel Dulac, President of the association and Brian Pratt, project engineer addressed the board via Zoom. N. Dulac explained the project. B. Pratt noted that the landscape waiver has been withdrawn as they submitted a landscape plan. There was a question if the lighting needed a waiver since they weren't changing much except to move the poles in the drive from one side to the other and put in some light on the proposed garages. DPW supports the stormwater and drainage request for the full plan. The applicant is providing a rain garden along the driveway and yard drains, so there will be no water runoff increase. K. Beattie asked if the aisle width was going to be narrower with the proposal and was told no, and the mouth of the driveway is proposed to be wider.

The public hearing opened at 6:59 PM

Abutter input:

Chris Duprey addressed the board via Zoom. He is the developer representative for Meredith Bay as well as the President of Akwa Homeowners Association. He pointed out that notice had been provided to current residents.

The public hearing closed at 7:01 PM

Staff Review: Planning Director D. Trefethen read the staff review. He also noted this is step one in a two step process. Eventually more land will be swapped.

Motion to approve the waiver for lighting and stormwater & drainage plans AND the site plan and boundary line adjustment with the dates and conditions stated in the staff review made by E. Bones, S. Jenna seconded. All voted in favor by roll call vote.

The next two applications discussed as one with two separate motions.

- 9.II. PL2020-0087SP, 0076CUP (alt parking); 340 Court Street; Proposal to either add 3,000 sq ft building along with paving, parking and stormwater treatment OR just parking with associated paving and stormwater treatment.

Applicant: Tom Selling, project engineer and Steve Weeks Sr were present. T. Selling went over the proposal. There are two separate applications because there are two separate opportunities. Currently 340 Court is vacant and 348 Court has the real estate building on it. Both are for sale and both are currently owned by the same owner. There are two options for 340 Court: one is to be just parking with an access agreement between the two lots and one is to construct a 3000 sf structure that would be commercial retail like the rest of Court Street. Part of 340 Court is being used by the nursery.

There will be no changes to drainage on 348 Court but will be adding a landscape island between the abutting parcel, currently Stafford Oil.

The public hearing opened at 7:24 PM. No one spoke for or against either application.

The public hearing closed at 7:24 PM

Staff review: Planning Director D. Trefethen read the staff review.

Motion to approve the site plan and conditional use permit for alternate parking with the dates and conditions stated in the staff review made by S. Jenna, E. Bones seconded. All voted in favor by roll call vote.

- 9.III. PL2020-0088SP, 0076CUP (alt parking); 348 Court Street; Proposal to add a connecting driveway to abutting lot along with paving, parking and stormwater treatment

Motion to approve the site plan and conditional use permit for alternate parking with the dates and

conditions stated in the staff review made by S. Jenna, E. Bones seconded. All voted in favor by roll call vote.

- 9.IV. PL2020-0084SU; 34 Massachusetts Ave; Proposal to subdivide one lot into two and a waiver requested for: sidewalk

Applicant: Dave Henrick Jr addressed the board via Zoom. The proposal was before the ZBA and approved for lot density on the lot that after the subdivision, would not have enough road frontage. There is also a waiver request for sidewalk as there is one across the street. There was some discussion on the sidewalk waiver and the board's recommendation of future sidewalk waivers.

The public hearing opened at 7:40 PM. No one spoke for or against the application.

The public hearing closed at 7:41 PM

Staff review: Planning Director D. Trefethen read the staff review. He explained the new proposed lot will be conforming but the remaining lot with the house will not have enough frontage but plenty of land area. The application was approved at the ZBA.

After much discussion regarding the waiver for sidewalk, motion to approve the sidewalk waiver made by S. Jenna, S. Soucy seconded. M. DellaVecchia suggested an amount to be paid to help repair sidewalk in the area. The motion passed 7-2 with P. Brunette, R. MacNeill, E. Bones, S. Jenna, K. Beattie, C. St. Clair, S. Soucy for and B. Cheney, M. DellaVecchia against.

- 9.V. PL2020-0102SU; 1197 Union Ave/ 85 Zion Hill Rd; Proposal for a boundary line adjustment between the two lots

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

Applicant: Phil Brouillard, representing Steve Whalley and James Rhodes of Lakes Region Bible Church addressed the Board. P. Brouillard explained the proposal. They would like to adjust 1.1 acres between the two lots. The applicant is in agreement with the staff review and feels this will benefit both parcels.

The public hearing opened at 8:15 PM. No one spoke for or against.

The public hearing closed at 8:16 PM

Staff review: Planning Director D. Trefethen read the staff review.

Motion to approve the boundary line adjustment with the dates and conditions as stated in the staff review made by S. Jenna, K. Beattie seconded. All voted in favor by roll call vote.

- 9.VI. PL2020-0100SP, 0101CUP (boat storage); 809-817 Endicott St North; Proposal to change the use of the building and the storage of boats

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

Applicant: John O'Neil of Meredith Marina addressed the Board via Zoom. The applicant would like to use the building, which is currently Paw's Antiques, to sell boats and store boats outside. The inside will house only display boats, not for storage.

The public hearing opened at 8:22 PM. No one spoke for or against the application.

The public hearing closed at 8:22 PM

Staff review: Planning Director D. Trefethen read the staff review. He noted that indoor boat storage is not allowed in the Commercial Resort (CR) zone but outdoor storage is with a conditional use permit. Staff has been working with the applicant over the past few months. K. Beattie asked how many boats would be inside and was told no more than five.

Motion to approve the site plan and conditional use permit with the dates and conditions stated in the staff review made by S. Jenna, S. Soucy 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. PL2020-0094CUP(wetland); 17 Western Terrace; Proposal to use 20 ft of the 50 ft wetland buffer

Motion to accept the application and schedule the public hearing for December 1 made by S. Jenna, M. DellaVecchia seconded. All voted in favor by roll call vote.

- 10.II. PL2020-0096SP; 110 Hilliard Rd; Proposal to add a single family residence on the property that currently houses a duplex to make for multifamily

Motion to accept the application and schedule the public hearing for December 1 made by S. Jenna, S. Soucy seconded. All voted in favor by roll call vote.

Chair P. Brunette recused himself from the Elm Street application and E. Bones stepped in as Vice Chair.

- 10.III. PL2020-0098SP, 0099CUP(perf zon); 41-63 Elm/9 Park Street; Proposal to construct mixed use buildings with associated parking

Motion to accept the application and schedule the public hearing for December 1 made by S. Jenna, R. MacNeill seconded. All voted in favor by roll call vote.

Vice Chair E. Bones stepped down and P. Brunette went back to Chair position.

11. NEW BUSINESS

- 11.I. Master Plan Steering Committee appointments

Planning Board Director D. Trefethen explained the Master Plan Steering Committee (MPSC) needs to get reestablished. He explained the role of the committee. Volunteers were S. Jenna, R. MacNeill and P. Brunette. Chair P. Brunette appointed those that volunteered. Planning Director D. Trefethen will reach out to the public members for their interest. Chair P. Brunette suggested getting a developer on committee.

12. OLD BUSINESS

13. PLANNING DEPT REPORT

14. LIAISON REPORTS

LRPC: Chair P. Brunette attended the last meeting along with Assistant Planner R. Mora. Laconia was used as an example at the meeting for short term lodging.

Conservation Commission: S. Soucy stated Western Tr was at the last meeting and ConCom had concerns but passed the application.

Council: B. Cheney noted there is nothing before Council at the moment.

Historic District Commission: C. St. Clair stated there was a meeting last week and the Commission is moving forward with expansion of the overlay district.

15. OTHER BUSINESS

16. ADJOURNMENT

Motion to adjourn the meeting made by S. Jenna, K. Beattie seconded. All voted in favor by roll call vote.

The meeting adjourned at 8:54 PM

Respectfully,

K. Graham

DRAFT