



**Planning Board**  
**Academy Building**  
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Desiree Tumas, Administrator  
Mark Fougere, Certif. Planner  
Nancy Girard, Chair  
John Funk, Vice-chair  
Ralph Lavin, Select Rep  
Marty Martindale, Member  
Wayne Ogni, Member  
Laurie Sanborn, Member  
John Weston, Member

## **Minutes of the Meeting**

### **June 14, 2012**

**Member Attendance** N. Girard, Chair; Ralph Lavin, Select Rep., M. Martindale, Member; L. Sanborn, Member; John Weston, Member; D. Tumas, Administrator; Absent from the meeting were J. Funk, Vice-chair and W. Ogni, Member

**Public Attendance** There was no members of the public in attendance

#### **Open Meeting**

*Call to Order at 7:05 pm*  
*Introduction of Board Members*  
*Explanation of Meeting Procedures*

#### **Approval of Minutes**

##### **1. May 10, 2012 – Regular Meeting**

*M. Martindale moved to approve the May 10, 2012, Minutes of the Meeting as amended, R. Lavin seconded the motion as stated; the motion passed with a 5-0 favorable vote.*

**Public Hearing** No public hearings were scheduled

#### **Discussions**

##### **1. Zoning Ordinance – Table of Uses: Review and approval of the Commercial Land Use Survey**

In the absence of J. Funk, Vice-chair; N. Girard read for the record, emailed comments pertaining to the table of uses.

Board Members reviewed the draft copy of the Table of Uses Survey and made the following amendments.

- Add a definition of “Table of Uses”
- Move the last two paragraphs to the top of the page
- Add locations of the Business District and Light Business District
- 1<sup>st</sup> box/1<sup>st</sup> statement – Break out into two questions
- Include a link to the existing Table of Uses
- Include a link to the existing Zoning Map
- 2<sup>nd</sup> box – Change Light Industrial to Light Business
- Include an optional name and address box.

The survey will be available through Survey Monkey, and will be available in various locations, yet to be determined.

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The Board briefly discussed various locations to post the survey once the survey has been approved. Notice of the survey and where folks can pick up/complete the survey will be posted in the Suncook & Daily Sun publications.

The available dates the survey will be posted are yet to be determined. Availability of the survey will be included in the public notice published.

The average age of Gilmanton Residents was questioned; D. Tumas will check the 2010 Census Data and will forward the information to Board Members.

Board Members reviewed the recommended amendments and once complete, the 2<sup>nd</sup> draft of the survey will be forwarded to Board Members for review.

N. Girard called for further discussion. Hearing none, discussions were concluded.

**Other Business  
Correspondence**

**1. Lakes Region Planning Commission – Annual Meeting: Monday, June 25, 2012**

Provided for information purposes only, there were not discussions taken up on the subject.

**Unscheduled Business**

**1. 414-5 Mark Warren – Willowgrass Subdivision**

Compliance with the PB Approval – Culvert size and paving top-coat

D. Tumas explained compliance with the original approval has been questioned by the BOS with regard to the culvert sizes installed on two of the culverts and whether or not the top-coat of the paving has been completed.

D. Tumas would like the Boards approval to conduct a site walk with Town Planner, Mark Fougere to gather information on the culvert sizes and to determine if the top-coat of paving is complete.

D. Tumas will provide an update of the approval status at the July 12, 2012, regular meeting.

**2. 414-5 Ralph Lavin – Final Plan approval**

**R. Lavin recused himself from the Board.**

D. Tumas explained that the outstanding conditions of approval have been satisfied and final plan with the conditions of approval outlined have been received.

The following items were confirmed as complete:

- The slope behind the salon and existing dwelling have been hayed and seeded
- 3-sided containment wall for finished product has been completed next to the salon
- 20' secondary egress for life and safety is provided and will be maintained at all times
- Plan copies have been received

D. Tumas questioned if a final hearing to approve the plan is necessary. All conditions of approval were satisfied in a timely manner.

Following brief discussions, it was determined that a final plat hearing would not be necessary since all conditions of approval have been satisfied and in a timely manner.

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N. Girard entertained a motion to accept the final plan as submitted and that a final plat hearing would not be necessary.

***M. Martindale moved to approve and sign the final plan without a final plat hearing as all conditions of approval have been satisfied in a timely manner, J. Weston seconded the motion as stated; the motion passed with a favorable 4-0 vote***

**R. Lavin rejoined Board discussions.**

**3. Subdivision Regulations & Applications**

D. Tumas informed the Board that the recently updated Subdivision Regulations and Applications are now available on the Town Website.

The Site Plan Review Regulations and Applications will be added to the Town Website once amended and approved.

The Site Plan Review Regulations are tentatively scheduled for amendment in the late fall/early winter.

N. Girard called for further business to come before the Board. Hearing none, entertained a motion to adjourn the meeting at 8:30 pm.

**Adjournment**

***M. Martindale moved to adjourn the meeting at 8:30 pm, J. Weston seconded the motion as stated; the motion passed with a 5-0 favorable vote.***

Respectfully submitted,

Desiree Tumas  
Administrator