



**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

**Planning Board**  
**Minutes of the Meeting**  
**October 11, 2012**

**Member Attendance:** Nancy Girard, Chair, John Funk, Vice-chair; Ralph Lavin, Select Rep.; M. Martindale, Member; Wayne Ogni, Member; John Weston, Member; Desiree Tumas, Planning Administrator.  
Absent: Laurie Sanborn, Member

**Public Attendance:** Brett Currier and Brian Crockett

**Open Meeting**

*Call to Order @ 7:02 pm*  
*Introduction of Board Members*  
*Explanation of Meeting Procedures*

**Approval of Minutes**

**1. August 9, 2012 – Regular Meeting**

***M. Martindale moved to approve the September 13, 2012, Minutes of the Meeting as amended, J. Weston seconded the motion as stated; the motion passed 6-0***

**Public Hearing**

- PB Case #0112 – Property Owners, Wilkens Family Trust (Tax Map 414, Lot 78) and Wilkens & Bernstine Family Trust (Tax Map 414, Lot 79) –** have applied for a Boundary Line Adjustment in which they seek approval to convey 27.832-acres from **414-79** to **414-78** in the Rural Zoning District. Said properties are located at 739 & 743 Province Road, in Gilmanton.

N. Girard opened the Public Hearing and recognized Brian Crockett.

B. Crockett explained the property has been the subject of several applications. Most recent was a lot line adjustment that separated the former kennel from the home lot in the area of the parking lot.

The proposal is to adjust the boundary so that the resulting lots will be:

- 414-78           28.992 acres after the adjustment
- 414-79           2.239 acres after the adjustment

The proposed configuration of the two lots meets the zoning requirements and the lot that was non-conforming will now be conforming.

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Board Members questioned if septic approval was required; B. Crockett explained, he confirmed with Bill Evans that septic approval was not needed for a land swap.

Board Members agree there is no change of impact with the proposed lot line adjustment. The application is administratively complete and no waivers are requested.

N. Girard called for further discussions. Hearing none; closed the public hearing and entertained a motion to accept the application as complete.

***J. Funk moved that the application be accepted as complete with the exception of technical details that the Board may require before granting final approval, W. Ogni seconded the motion as stated; the motion passed 6-0.***

N. Girard called for further discussion before moving forward with a motion on completeness and approval. Hearing none; entertained a motion on completeness and approval.

***J. Funk moved that the application be accepted as complete and granted final approval as it appears to meet all of the technical requirements of the Ordinances and Regulations of the Town of Gilmanton with the following condition:***

***Conditions to be complied with or secured (as appropriate) prior to the plan being signed and recorded:***

- 1. Any required Town, State or other agency permits shall be provided to the Planning Office before the final plan can be signed and recorded.***
- 2. Submission of final plans in accordance with Town Ordinances and Regulations.***
- 3. Applicant is responsible for any fees required by the Belknap County Registry of Deeds for recording the approved Boundary Plan and/or any Conditions of Approval, and Deeds.***
- 4. Deeds to be recorded with the approved plan must be submitted within 30 days of the final approval.***

***General conditions to be complied with subsequent to the plan being signed and recorded:***

- 5. No changes shall be made to the approved plans unless application is made in writing to the Town. The Planning Board may allow minor changes following review. The Planning Board at a public hearing may allow major changes after review and abutters shall be notified.***
- 6. The Planning Board shall have the power to modify or amend its approval of a Plan upon its own motion to do so.***
- 7. Approval is subject to expiration, revocation and changes in the Ordinances under Town Regulations and the State RSA's.***

B. Crockett stated that he would follow-up with the property owners to get the deeds executed for recording with the Mylar.

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D. Tumas stated she would email a copy of the decision letter in addition to mailing it out to expedite execution of the deeds.

**Discussions**

**1. Dannie Gullage (127-27) 323 NH Rte 140 - Stone cutting business**

At the Boards request, D. Tumas attempted to contact D. Gullage to request a site visit with the Building Inspector to take pictures of the operation for the Boards review.

D. Gullage has ignored all attempts of contact and as reported by a Board Member; the equipment has been relocated to the back of the lot in an attempt to avoid viewing of the operation.

Additionally, D. Gullage stated to the Board Member that he would not be filing application for a Site Plan Review.

It was recommended that the matter be forward to the BOS for a determination as to whether or not the Building Inspector should issue a Stop Work Order, until such time as a site plan review application is reviewed during a public hearing.

B. Currier stated he would discuss the matter with D. Gullage and encourage him to complete the application for Site Plan Review.

***J. Funk moved to have B. Currier speak with D. Gullage to encourage him to apply for the Site Plan Review and continue discussions until the November 8<sup>th</sup>, regular meeting, W. Ogni seconded the motion as stated; the motion passed 6-0.***

**2. Zoning Ordinance – Planning & scheduling for proposed ordinances discussions**

Board Members were reminded of the Work Session scheduled on Tuesday, October 16, 2012, 6:00 pm – 8:00 pm.

It was noted that R. Lavin requested the notice of the meeting to be resent to the ZBA and GCC Members, specifically inviting them to the Work Session.

Since doing so, ZBA Members, Betty Hackett and Nate Abbott replied stating that they would not be able to attend the Work Session due to prior commitments.

D. Tumas also explained that the GCC at their meeting on October 9<sup>th</sup>, discussed the possible reduction of the septic setback to the 75' State requirement and a motion was made, seconded and voted unanimously that the Commission had no issues with the proposal.

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

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**Correspondence**

N. Girard read for the record the letter received from LRPC thanking Betty Abbott for her dedication and service as a Lakes Region Planning Commission Commissioner representing the Town of Gilmanton.

**Unscheduled Business**

The following items came forth after posting the agenda:

- **Price & French Application for BLA & Minor Subdivision – Technical Review is scheduled for October 19, 2012.**
- **Page & Golden Application for Minor Subdivision – Technical Review is scheduled for October 19, 2012, beginning at 10:30 am.**

Upon review of the applications, it was determined that several administrative items were lacking from the application. D. Tumas will be meeting with the land agent and would like the Boards approval to allow the application to move forward with the hearing scheduled on November 8, 2012, provided all administrative items could be complete by the time the Technical Review is conducted on October 19<sup>th</sup>.

***J. Funk moved to conduct the Price & French public hearing on November 8, 2012, provided the administrative items of the application are satisfied for processing by no later than the Technical Review scheduled on October 19<sup>th</sup>, in the event that the administrative items are not satisfied and the application cannot be processed, the hearing will be scheduled upon receipt of a complete application, W. Ogni seconded the motion as stated; the motion passed 6-0.***

***J. Funk moved to conduct the Page & Golden public hearing on November 8, 2012, provided the administrative items of the application are satisfied for processing by no later than the Technical Review scheduled on October 19<sup>th</sup>, in the event that the administrative items are not satisfied and the application cannot be processed, the hearing will be scheduled upon receipt of a complete application, M. Martindale seconded the motion as stated; the motion passed 6-0.***

- **C.O.R.E. Vocational Services, 57 Crystal Lake Road, I.W.**

The Planning Office received information regarding an ongoing business venture at 57 Crystal Lake Road, without either Home Occupation approval or Site Plan Review approval. The nature of the business is to provide vocational services to area students.

According to their website, they employ 6 people and that exceeds the Home Occupation threshold and would require a Site Plan Review.

Following discussions, N. Girard entertained a motion to request Representatives of C.O.R.E. attend the November 8<sup>th</sup>, meeting to discuss the operation and evaluate if the Home Occupation Approval or Site Plan Review is required.

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***J. Funk moved to request Representatives of C.O.R.E. Vocational Services attend the November 8<sup>th</sup>, 2012, Planning Board Meeting to discuss the operation and evaluate the oversight required by Zoning Ordinance and Site Plan Review Regulations, M. Martindale seconded the motion as stated; the motion passed 6-0.***

- **2012-2013 NH Planning and Land Use Regulation Books**

Due to the costs associated with and the minimal use of the regulation books with consideration that the information is easily accessed online; it is recommended that the Board purchase 2 copies of the book to have one in the Planning Office and one for the PB Chair.

***J. Funk moved to purchase two 2012-2013 NH Planning and Land Use Regulation Books, M. Martindale seconded the motion as stated; the motion passed 6-0.***

- **Workforce Housing**

As a matter of due diligence, while reviewing the zoning ordinance, N. Girard would like to review the Town's ordinance specifically for compliance with the workforce housing requirements.

Further discussion will be taken up at the Work Session on October 16, 2012.

### **Adjournment**

***M. Martindale moved to adjourn the meeting at 7:50 pm, W. Ogni seconded the motion as stated; the motion passed 6-0.***

Respectfully submitted,

Desiree Tumas