



TOWN OF GILMANTON
PLANNING BOARD
Thursday, September 9, 2021 – 7:00PM
Academy Building - 503 Province Road
Gilmanton, NH 03237
planning@gilmantonnh.org

MEETING MINUTES

APPROVED

A. CALL TO ORDER BY CHAIRMAN

B. ROLL CALL

Member Brett Currier, Member Jake Dalzell, Member Parker Hoffacker, Vice Chair Vincenzo Sisti, Chair Roy Buttrick, Selectmen Rep. Mark Warren, Member Marty Martindale, and Planning Administrator Bre Daigneault were present at this meeting. There were ten members of the public present.

C. SALUTE TO THE FLAG

D. PUBLIC HEARINGS- REVIEW FOR REGIONAL IMPACT

a. NEW-

CASE # LLA2021-702: Property owner Wanda Follansbee is requesting a lot line adjustment with abutting property owner Shellcamp Association, Inc. The adjustment would transfer 0.17 acres from Map and Lot 133-008 (Shellcamp Assoc.) to 133-009 (Follansbee). The properties are located in the Rural zone.

Licensed land surveyor, Mark Condodemetraky presented the lot line adjustment on behalf of the property owners, Wanda Follansbee and Shellcamp Assoc. These are old camp lots. The parties are looking to adjust approximately 7,000 square feet from Shellcamp Assoc. to Wanda Follansbee. Chair Buttrick inquired if all the abutters had been notified; does everyone in the association need to receive notification as it is association land. Admin. Daigneault clarified, she had been advised earlier in the day by contracted planner, Mark Fougere, that the abutters surrounding lot 8 owned by the association should have been notified as well, not just the abutters around lot 9. At this time, the board would not be accepting the application as complete and there would be no public hearing. There was a question pertaining to a pin shown on the plan in relation to a neighboring property. Mr. Condodemetraky stated the neighboring pin was further over. The dotted line indicates the edge of pavement. Chair Buttrick inquired about the lot line adjustment appearing to go into the road. Mr. Condodemetraky explained to the best of their knowledge, that portion of land was owned in fee by Shellcamp. The way the original plan was laid out and the way the deeds were conveyed, it left an almost triangular piece of land. It is his understanding this had gone to litigation and left this piece of land owned in fee by Shellcamp. Chair requested to have the triangular section shown on the plan. It was clarified there would still remain the 50 feet width (road area) between lot 9 and lot 7.

Member Currier made the motion to continue the application to the October 14th meeting. Chair Buttrick seconded. **Motion passed 7-0**

CASE# CC2021-302: Applicant Gary Anderson on behalf of Bear Investments, LLC is requesting a preliminary consultation to discuss a proposed site plan with wetlands delineation for property located at 136 NH Route 106 known as Map/Lot 421-018 located in the Business zone.

There was no one in attendance to speak on behalf of the application. Mr. Anderson had sent in an email to be read to the board. The apartment and the doggy day care units have been vacated,

representing almost half the building. He is gathering more information on the code report and has already begun scheduling for electrical work and a new alarm system. He is hoping to get some feedback on what the board would like as far as parking and the exterior so he can put a layout together. He had submitted an existing condition plan with wetlands delineation. Members inquired about the code recommendations. Admin. Daigneault stated the code officer and fire chief were awaiting the code compliance report Mr. Anderson had done of the building before giving their final analysis. VC Sisti questioned whether they should be making any recommendations without the code compliance report. Admin. Daigneault felt the applicant was requesting recommendations for the exterior now that the wetlands had been delineated, not necessarily the building itself. Member Currier asked if they should be putting a deadline on the application. He felt the wetlands should be secured; adding a silt sock and fencing. Admin. Daigneault compared to another application whereas the board required a vegetation berm and rip rap around the wetlands area. Member Currier felt something needed to be done sooner and a silt sock would be a temporary solution. Chair Buttrick felt the applicant was making some progress. The wetlands had been delineated as requested, the site plan is being updated. He still does not have an approved site plan to utilize the north side of the lot. Members were concerned with how this site plan keeps being pushed back. Member Dalzell felt the property owner should be at the next meeting with something substantial. Member Currier was concerned if it was pushed off to the November meeting, there's the chance of dealing with snow which could prevent work on the lot. SR Warren felt the applicant has been bringing forward what has been requested but it is taking longer than the board would like. He stated the applicant is requesting guidance from the board. He suggested the site plan and some sort of control around the wetlands (temporarily silt sock before the ground freezes). He suggested a time line for receiving the code report. Chair Buttrick had concerned with the land being currently used without a site plan. Member Dalzell felt it was not the board's position to tell the applicant what they need to do on their site plan. He should be working with a professional to accomplish this himself. Members discussed what the property has been approved for, what it is currently being used for, and how best to move forward. Members discussed whether or not to request the Selectmen issue an immediate cease and desist on the unapproved uses. Members decided to give the property owner until the October meeting to have a completed site plan. The Board decided they would be requesting a complete site plan for the north section of the lot, including all prior approvals of the entire lot, a letter from the wetlands scientist confirming the wetlands have been cleaned, and the code compliance report. Admin. Daigneault stated the property owner would need to have this submitted by the application deadline of Sept. 23rd to be heard at the October meeting. The Board agreed that without the site plan application, they would be requesting the Selectmen have all unapproved uses vacated; this included the north side of the property, the contractor's yard, and the unregistered cars as it appears to be a junk yard. On consensus of the Board, it was requested Admin. Daigneault send the property owner a certified letter to that intent.

b. **OLD-** None

E. MINUTES OF- August 12, 2021

Member Hoffacker made the motion to approve the minutes of August 12, 2021 as written. Member Martindale seconded. **Motion passed 6-0** SR Warren abstained as he was not present.

F. UNFINISHED BUSINESS

G. CORRESPONDENCE

Admin. Daigneault made the Board aware of warrant article deadlines, as well as the deadline for filing

for candidacy. There will be two 3-year terms and one 1-year term up for election.

H. OTHER BUSINESS/PUBLIC COMMENT

a. Zoning Ordinance- Potential Amendments

- The sign ordinance would need to be updated. The current ordinance is not in compliance with ACLU rules.
- Chair Buttrick wished the Board to look into work force housing. Most members were not too familiar with the RSA and wondered how it would fit in Gilmanton.

SR Warren asked the Board if they would look into a forward-thinking phase and if there are certain areas the Board can master plan for future development. They could “pre-design” some conceptual plans to entice developers and show residents different ideas ahead of time. Members discussed this and working with other boards in a closer capacity.

I. NON-PUBLIC

J. ADJOURNMENT

Member Currier made the motion to adjourn. Chair Buttrick seconded. **Motion passed 7-0**

*Respectfully Submitted,
Bre Daigneault, Planning Administrator*

*Authorized by _____
Chairman C. Roy Buttrick*

Date: _____