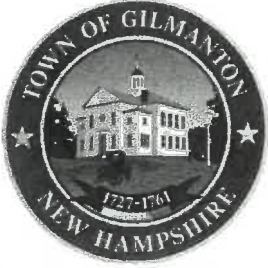


RECEIVED
JAN 28 2021



BY:
**Application
Site Plan Review**

- _____ Minor Site Plan
- _____ Major Site Plan
- _____ Design Review
- _____ Insignificant Change of Use
- Conditional Use Permit

Application: PB #	_____
Submission Date:	1/28/21
Hearing Date:	____/____/____
Fees Paid	
Application Fee:	\$ 200
Abutter Fee:	\$ 49
Public Notice Fee:	\$ _____
Recording Fee:	\$ _____
Total Fees Paid:	\$ _____
<small>For Municipal Use Only</small>	

APPLICATION MUST BE TYPED OR PRINTED LEGIBLY IN PEN

Applicant Information

Property Owner(s) of Record: JOANNE WILKENS, TR WILKENS FAM REV TR
All Owner(s) of Record Must Be Listed and REQUIRED Sign the Application 06/24/08

Property Address: 741 PROVINCE ROAD Private Road or Class V

Mailing Address: PO BOX 187, GILMANTON, NH, 03237
If Different than the subject property Street or PO Box City/Town State Zip

Home # -NA- **Cell #** 860-977-3444 **E-mail** joannewilkens41@gmail.com

Applicant(s): GILMANTON'S OWN INC, SARAH BALDWIN-WELCOME, PRES.

Mailing Address: PO BOX 223, GILMANTON, NH, 03237
If Different than the property Owner(s) Street or PO Box City/Town State Zip

Home # -NA- **Cell #** 603-848-8431 **E-mail** gilmantonsown@gmail.com

Land Agent: _____

Mailing Address: _____, _____, _____, _____
Street or PO Box City/Town State Zip

Business # _____ **Cell #** _____ **E-mail** _____

Please describe in detail ALL existing uses on the subject property. Include primary use and all accessory uses: Office + work space

Please describe in detail the proposed development:

Gilmanton's Own proposes to oversee a cooperative market that sells locally-produced agricultural + artisanal products.
The market will operate in the existing finished office space + reception area of the building on 741 Province Road.

Subject Property

Zoning District: Rur Total Acreage: 29 +/-

Has the subject property received previous Site Plan Approval? Yes or No
If yes, when: 2009

Previously Approved Development: Service business/kennel

If denied, state the reason for the denial: N/A

Is the property subject to:

Deeded Covenants or Restrictions	Yes or <input checked="" type="radio"/> No
Current Use <i>← Kennel not on property w/ current use</i>	<input checked="" type="radio"/> Yes or <input checked="" type="radio"/> No
Conservation Easement	Yes or <input checked="" type="radio"/> No
Private Easement(s) Existing	Yes or <input checked="" type="radio"/> No
Public Utility Easements Granted (Electric or Telephone)	<input checked="" type="radio"/> Yes or No
Right-of-Way Granted	Yes or No ?
State Driveway Permit	<input checked="" type="radio"/> Yes or No
Local Driveway Permit	Yes or No

<u>Facility Data</u>	<u>Existing</u>	<u>Proposed</u>
State Approved Private Septic	<input checked="" type="radio"/> Yes or No	Yes or No
Private Well/Water Supply	<input checked="" type="radio"/> Yes or No	Yes or No

Other Considerations

Yes or No Does the proposal meet all Zoning Ordinance Requirements of Article IV, Table 2?

Yes or No If no, have you received or applied for a Variance from the ZBA? If yes, when? _____ Approved/Denied/Pending

Yes or No If ZBA approval is required; would you like to request a Joint Meeting?

Yes or No Is a Conditional Use Permit in conjunction with this application required according to Zoning Ordinance Requirements of Article IV, Table 1?

Yes or No Are there specific conditions set forth by the ZBA?
Please list: N/A

Yes or No Does the proposal require the development of a road(s)?

Yes or No If a new road is proposed, are sidewalks or streetlights, culverts and other improvements included on the plan?

Yes or No Does the proposal require that a Right-of-Way be provided?

Certification & Signature Page

1. The Applicant and/or owner, and/or agent, certifies that this application is correctly completed with all required attachments and that any additional reasonable costs for engineering or professional services incurred by the Planning Board or the Town of Gilmanton in the final application process of this property shall be borne by the following party: (Please initial the line of the respective party)

S B-W Applicant _____ Owner _____ Agent

*** Failure to indicate a responsible party for fees associated costs will result in the denial of the application without a public hearing in accordance with NH RSA 676:4 I(e)(2) - (As amended)*

2. The Owner/Agent hereby authorizes the Gilmanton Planning Board and its agents to access the subject land for the purpose of reviewing this site plan, performing road inspections and any other inspections deemed necessary by the Board or its Agents, to insure conformance of the on-site improvements with the approved plan and all Town of Gilmanton Ordinances and Regulations.
3. The undersigned Owner/Agent hereby submits to the Gilmanton Planning Board a Completed Application Package and respectfully requests its approval of said plat. In considerations for approval and the privileges occurring thereto, the owner hereby agrees, as applicable:
 - To carry out the improvements agreed upon and as shown and intended by said plat, including any work made necessary by unforeseen conditions, which become apparent during construction.
 - To provide and install standard street signs as approved by the Town for all street intersections.
 - To give the Town on demand, proper deeds for land or rights of ways reserved on the plat for streets, drainage or other purposes as agreed upon during the public hearing.
 - To save the Town harmless from any obligation it may incur or repairs it may make, because of my failure to carry out any of the foregoing provisions.
 - To make no changes whatsoever in the Final Plat as approved by the Board unless a revised plan or a plat or new application is submitted and approved by the Planning Board.
 - To construct improvements or post the Planning Board's Performance Guarantee to insure completion of the improvements shown on the plat and related drawings.
 - There are no known violations of the Town of Gilmanton Zoning Ordinance or Gilmanton Planning Board Regulations present on the property that have not been disclosed as part of this application.
 - To insure proper boundary monumentation at the project's completion in accordance with the Town of Gilmanton Site Plan Review Regulations.


Authorization to Act as Agent

Mr./Mrs./Ms. Sarah Baldwin - Welcome (Please Print) is hereby designated as the person who is authorized to act as my agent in securing any and all permits necessary from the Gilmanton Planning Board for the development of my property, all communications to the owner may be addressed to the agent with copy provided to the property owner.

Certification:

Owner of Record signature: Joannette Hens Date: 1/28/2021

Owner of Record signature: _____ Date: _____

Plan Checklist for Site Plan Review									
		Town of Gilmanton Planning Board							
	A completed application accompanied by a plan with:					Yes	No	N/A	
1)	Names and addresses of all abutters, taken from the town records not more than five (5) days before the day of filing.					✓			
2)	Names and addresses of all persons whose name and seal appears on the plat.							✓	
3)	Names and addresses of all holders of conservation, preservation or agricultural preservation restrictions.							✓	
4)	Payment in full of all applicable application fees.								
5)	One (1) Mylar, seven (7) paper copies of the Plat, one (1) 11" x 17" copy prepared according to the standards of the NH Land Surveyors Association and the County Registry of Deeds as follows:								
	a) Plats shall be at any scale between 1"=20' and 1"=400';								
	b) The outside dimensions of the plat shall be 22" x 34", or as other wise specified by the County Registry of Deeds;								
	c) The material composition shall be suitable for electronic scanning and archiving by the Registry of Deeds;								
	d) All plats shall have a minimum 1/2" margin on all sides;								
	e) All title blocks should be located in the lower right hand corner, and shall indicate:								
	i) Type of survey;								
	ii) Owner of record;								
	iii) Title of the plan;								
	iv) Name of the town(s);								
	v) Current Tax Map and Lot Number;								
	vi) Plan date and revision dates;								
6)	A letter of authorization from the owner(s), if the applicant is not the owner(s) of record.					✓			
7)	A statement of whether the application is intended to qualify as workforce housing under RSA 674:58-61.							✓	
	The plat shall show the following information:								
1)	Proposed site plan name or identifying title; name and address of the applicant and of the owner, if other than the applicant.					✓			
2)	North arrow, scale-written and graphic, date of the plan; name license number and seal of the surveyor or other person whose seal appears on the plan.					✓			

		Yes	No	N/A
3)	Signature block for Planning Board endorsement and date of approval; 2-signature lines: PB Chair and the Administrator.			
4)	Locus plan showing general location of the total tract within the town and the zoning district.	✓		
5)	Boundary Survey including bearings, horizontal distances and the location of permanent markers. Curved boundary lines shall show radius.	✓		
6)	Names of all abutting subdivisions, streets, easements, building lines, parks and public places, and similar facts regarding abutting properties.	✓		
7)	Location of all property lines and their dimensions; lot areas in square feet and acres. Lots numbered according to the Town tax map numbering system.	✓		
8)	Location and amount of frontage on public right-of-way.	✓		
9)	Location of building setback lines, including 50 ft wetland setback for buildings.			✓
10)	Location of all parcels of land proposed to be dedicated to public use.			✓
11)	Location of all existing and proposed buildings and other structures.	✓		
12)	Location & description of any existing or proposed easements.	✓		
13)	Existing and proposed wells, culverts, drains, sewers; proposed connections or alternative means of providing water supply supply and disposal of sewage and surface drainage.			✓
14)	Existing and proposed streets with names, classification, travel surface widths, right-of-way widths.	✓		
15)	Final road profiles, center line stationing and cross sections.			✓
16)	Location and width of existing and proposed driveways.	✓		
17)	Water courses, ponds, standing water, rock ledges, stone walls; existing and proposed foliage lines; open space to be preserved; and any other man-made or natural features.	✓		
18)	Existing and proposed topographic contours based upon the USGS topographical data, w/ spot elevations where necessary.			✓
19)	Soil and wetland delineation.			✓
20)	Location of percolation tests and test results; certification of Town officials witnessing the tests; and outline of 4,000 sf septic area with any applicable setback lines.			✓
21)	Location of existing and proposed well, with 75-foot well radius on its own lot.			✓
22)	Base flood elevations and flood hazard areas, based on the FEMA maps. (Available in the Planning Office)			✓

		Other Information					
1)	Plan for Stormwater Management and Erosion Control.						✓
2)	State approval for septic systems; septic design.		in office		✓		
3)	Alteration of Terrain Permit from NH DES.						✓
4)	State/Town driveway permit, as applicable.				✓		
5)	Any deed restrictions; and all deeds covering land to be used for public purposes, easements & rights-of-way over property to remain in private ownership.						✓
6)	Any other state and/or federal permits.						
7)	Any additional reports or studies deemed necessary by the Board to make an informed decision, including but not limited to: traffic, school, fiscal and environmental impact analyses.						✓
	The Board reserves the right to request such information an application has been accepted as complete, as well as before acceptance.						
8)	The Board reserves the right to request peer review by a company of the Boards choosing at the Applicants expense.						

Authorization Letter for Gilmanton's Own

It is with great enthusiasm that I authorize the applicant, Sarah Baldwin-Welcome, and Gilmanton's Own to apply for the necessary approvals for a conditional use permit to open a retail cooperative farm market in the existing building on 741 Province Road. I am happy to support Gilmanton's Own and look forward to continuing to enjoy their locally-produced agricultural and artisanal products.

Certification:

Owner of Record signature: Joanne Wickens Date: Jan 28, 2021



Abutters List Report

Gilmanton, NH
January 27, 2021

Subject Property:

Parcel Number: 414-078-000
CAMA Number: 414-078-000-000-000
Property Address: 739 PROVINCE RD

Mailing Address: WILKENS TR, JOANNE WILKENS FAM
REV TR 06/24/08
PO BOX 187
GILMANTON, NH 03237

Abutters:

Parcel Number: 414-077-000
CAMA Number: 414-077-000-000-000
Property Address: PROVINCE RD

Mailing Address: WILKENS TR, JOANNE WILKENS FAM
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GILMANTON, NH 03237

Parcel Number: 414-079-000
CAMA Number: 414-079-000-000-000
Property Address: 743 PROVINCE RD

Mailing Address: WILKENS & BERNSTINE, TR WILKENS-
BERNSTINE FRTR 7/12/99
PO BOX 187
GILMANTON, NH 03237

Parcel Number: 414-080-000
CAMA Number: 414-080-000-000-000
Property Address: 751 PROVINCE RD

Mailing Address: MESSER TR, FRANCIS & KATHLEEN
FRANCIS AND KATHLEEN MESSER 20
751 PROVINCE RD
GILMANTON, NH 03237

Parcel Number: 414-081-000
CAMA Number: 414-081-000-000-000
Property Address: 761 PROVINCE RD

Mailing Address: BARBER, NELSON A & DONOVAN, JANIS
R
761 PROVINCE RD
GILMANTON, NH 03237

Parcel Number: 414-092-000
CAMA Number: 414-092-000-000-000
Property Address: 99 JOE JONES RD

Mailing Address: AGOSTINELLI, DONALD C & LILIA
8 WHITTIER PLACE 22E
BOSTON, MA 02114

Parcel Number: 414-107-000
CAMA Number: 414-107-000-000-000
Property Address: 742 PROVINCE RD

Mailing Address: NIEDER, LAWRENCE B & SUSAN M
PO BOX 127
GILMANTON, NH 03237

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CAMA Number: 414-108-000-000-000
Property Address: 702 PROVINCE RD

Mailing Address: PUGH, NICHOLAS P & JULIE E J T
PUGH, DAVID & SILVESTRI, TINA
PO BOX 69
GILMANTON, NH 03237



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**Town of Gilmanton, New Hampshire
 Planning Board
 Academy Building
 503 Province Road
 PO Box 550**

**Gilmanton, New Hampshire 03237
 planning@gilmantonnh.org**

603.267-6700 ex 22 -Phone 603.267.6701 -Fax

**Bre Daigneault, Planning Admin.
 Mark Fougere, Certif. Planner
 Michael Jean, Chair
 Gary Anderson, Vice-chair
 Mark Warren, Select Rep.
 Michael Wilson, Alt. Select Rep
 Roy Buttrick, Member
 Brett Currier, Member
 Shane Bruneau, Member
 Nicolas Peterson, Member
 Dustin Millike, Alt. Member**

**Conditional Use Permit Application
 Addendum to Site Plan Review**

DATE RECEIVED: _____

APPLICATION MUST BE TYPED OR PRINTED LEGIBLY IN PEN

M/L: _____

I. Applicant and Owner Information

Name of Applicant: Sarah Welcome, President Telephone: 603-848-8431

Email: Gilmanton's Own, Inc. gilmantonseown@gmail.com

Address of Applicant: PO Box 223 Gilmanton NH 03237
(Street/PO Box) (Town/City) (State) (Zip Code)

Property Owner: Joanne Wilkens, TR Telephone: 860-977-3444
(If different from Applicant) Wilkens Fam Rev TR 06/24/08

Email: joanne.wilkens41@gmail.com

Property Owner Address: PO Box 187 Gilmanton NH 03237
(Street/PO Box) (Town/City) (State) (Zip Code)

II. Property Information

Tax Map: 414 Lot #: 78 Zoning District: RUR Overlay District: _____

Address of Property: 741 Province Rd. Gilmanton NH 03237
(Street/PO Box) (Town/City) (State) (Zip Code)

Existing Use of Property: Service Business

Type of Conditional Use Permit:

<input type="checkbox"/> Child Care Facility	<input type="checkbox"/> Cottage Industry	<input type="checkbox"/> Offices (2,000 sq ft or less)
<input checked="" type="checkbox"/> Retail Business	<input type="checkbox"/> Service Business	<input type="checkbox"/> Kennel
<input type="checkbox"/> Dwelling (Two-Family)	<input type="checkbox"/> Dwelling (Multi-Family / New Construction)	<input type="checkbox"/> Dwelling (Multi-Family / Interior Alterations)
<input type="checkbox"/> Kennel	<input type="checkbox"/> Wireless Telecommunications Facilities	

Describe proposed use or activity that requires Conditional Use Permit consideration and describe any impacts: Gilmanton's Own proposes to oversee a cooperative market that sells locally-produced agricultural & artisanal products. GOI will continue to support the work of local farmers, artists & artisans and will provide the local community with a yearly year-round one-stop market to buy local goods.

Land Agent Prepared Plans: _____

Address: _____ Telephone: _____
(Street/PO Box) (Town/City) (State) (Zip Code)

Professional License #: _____ Email: _____

The market will operate in the existing finished office space & reception area of the building on 741 Province Road.

Conditional Use Permit Application Continued

It is the burden of the Applicant/Owner/Land Agent/Legal Representation to prove that the proposed use will comply with the following:

- 1. The proposed use(s) is/are consistent with the adopted Master Plan.
2. The specific site is in an appropriate location and of adequate size for the use.
3. The use, as developed, will not adversely affect the character of the area in which the proposed use will be located.
4. There will be no nuisance or serious hazard to vehicles or pedestrians.
5. The use will not place excessive or undue burden on Town services and facilities.
6. There would be no significant effect resulting from such use upon the public health, safety and general welfare of the neighborhood in which the use would be located.

III. Authorization to Enter Subject Property

I/We hereby authorize members of the Gilmanston Planning Board, Planning Department, Conservation Commission and other pertinent Town Departments and boards to enter my property for the purpose of evaluating this application, including performing inspections during the application phase, post-approval phase, construction phase and occupancy phase. It is understood that these individuals must use all reasonable care, courtesy, and diligence when on the property.

Signature of Property Owner: [Signature] Date: Jan 28, 2021

(ALL Owners of Record Must Sign the Application)

Date:

IV. Signatures

I/We hereby submit this application to the Town of Gilmanston Planning Board and attest that to the best of my/our knowledge all of the information on the application form and in the accompanying application materials and documentations is true and accurate. As applicant or as agent, I attest that I am duly authorized to act in this capacity.

Signature of Property Owner: [Signature] Date: Jan 28, 2021

(ALL Property Owners of Record Must Sign the Application)

Date:

Signature of Applicant: [Signature] Date: 1/26/2021

(If Different from Owner)

Signature of Agent: _____ Date: _____

The proposed siting of Gilmanton's Own Market will comply in the following ways:

1. The proposed use is consistent with the adopted Master Plan

The founding documents of Gilmanton's Own, Inc. (GOI), including its Prospectus and Business Plan (<https://gilmantonsown.wordpress.com/prospectus-plan/>) and the grounds on which it was approved as a 501(c)3 nonprofit organization show that the vision and continued activities of GOI have, throughout its history, reflected the same values and intentions as the Master Plan. GOI is a nonprofit organization dedicated to enhancing rural life and the health of the region. GOI's Mission and Vision Statement reads:

Gilmanton's Own, Inc. (GOI) is a non-profit organization aimed at promoting, enhancing and encouraging the interests of farming, agricultural resources and the arts and artisanal work of the Belknap/Merrimack County, New Hampshire region. Its core goal is to establish and oversee a cooperative market that helps make agricultural and rural life sustainable by creating a market of locally-produced goods for the benefit of all. Critical related goals include facilitating practical education; providing a venue for young people to become engaged and gain skills; making critical connections among farmers, artisans, and the larger community; and enhancing the reputation of the local region.

The specific goals of the Market are to:

- sell agriculture, artisanal products and works of art produced in the Belknap/Merrimack Counties region;
- provide consumers in the region with nearly year-round access to locally-produced agricultural and artisanal products;
- give farmers a venue to share their knowledge, learn, and develop their skills informally and through seminars and workshops, and to assist young people to enter the field of agriculture by offering educational experiences;
- assist farmers and artisans to make beneficial connections with local organizations, governmental agencies, and nonprofit organizations;
- be an educational center where people can learn about farming and its history in this community;
- host and participate in farm festivals and other community events that celebrate local agriculture, artisanal production, and offer farm to table meals;
- provide farmers with a visible presence, voice, and outlet to keep farming viable and vibrant in our community.

Because the Market has functioned 9 months a year it differs from typical farmers markets in that it serves this community and its citizens almost year-round, as well as being a feature that summer visitors find attractive.

2. The specific site is in an appropriate location and of adequate size for the use.

The location is already zoned for agricultural industrial use, thus entails no transformation of a purely residential site. GOI is eager to lease this site because it offers more and more flexible space than their previous location. There is no competing business nearby. As a farm market it especially beneficial to be in a farm building on a farm.

3. The use, as developed, will not adversely affect the character of the area in which the proposed use will be located.

The use is consistent with the neighborhood, largely occupied by farms, including farms that sell their goods through the Market.

4. There will be no nuisance or serious hazard to vehicles or pedestrians.

The location will be adequately signposted and vision will not be obstructed for cars turning into and out of the driveway. There is adequate parking for the purposes on the property.

5. The use will not place excessive or undue burden on Town services and facilities.

There should be very little additional burden on Town services and facilities at all.

6. There would be no significant effect resulting from such use upon the public health, safety, and general welfare of the neighborhood in which the use would be located.

Any effect of the location of the Market on the public health and general welfare of the neighborhood should be positive because it will provide a source of healthy local food and an outlet for locally-produced goods. There should be no impact on safety in the neighborhood.

We note that Gilmanton now has 4 years experience of Gilmanton's Own Market in business, and as far as we know, especially from the feedback GOI has received, all impacts of the existence of the Market in this Town have been positive.



Abutters List Report

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