

Town of Warner
Planning Board



APPROVED Meeting Minutes

November 4, 2019

7:00 PM Warner Town Hall Lower Level

1. OPEN MEETING and ROLL CALL

Diana Corriveau (Alternate) Ben Inman Clyde Carson
Ben Frost Don Hall James Gaffney Andy Bodnarik

Absent: Romeo Dubreuil

Chairman Ben Frost welcomed new member Diana Corriveau who will vote in place of Romeo.

2. APPROVAL OF MINUTES: October 7, 2019

James asked about the frontage on the Courser approval.

Motion, by Andy Bodnarik, to accept the meeting minutes, as amended, of October 7, 2019. Second by Clyde Carson.
Approved 7-0

3. NEW BUSINESS:

I. CONCEPTUAL CONSULTATION

Applicant: **Michael Ayotte**
Property Location: **Map 9, Lot 007-2, District OC-1**
Details of request: **Discussion about the process of a lot line adjustment and selling land to an abutter.**

Michael was approached by an abutter to sell some of his land.

Following Planning Board discussion with Mr. Ayotte, Ben Frost suggested the following:

- Hire a licensed surveyor for the Lot Line Adjustment.
- Shift your ownership to your neighbor. It has to result in no violations of the Zoning Ordinance.
- The Lot Line Adjustment does require abutter notification, but not public hearing, unless abutters ask for the hearing.
- File a formal application with the Land Use Office which includes listing of abutters, paying for the certified postage to abutters which goes out two weeks in advance of the meeting.
- Abutters attend the meeting and have a right to appeal to the Superior Court but that generally does not happen.
- The abutter addresses must be accurate within five days of getting them from the Land Use Office. People sell property, so please check the list.
- In the OC-1 zoning district, you need to have at least five acres for the lot size. If you are planning to have some land in current use, then you need at least 10 acres in current use to qualify. The surveyor should be familiar with the zoning.

- If you propose something that is non-conforming, then the Planning Board could not approve it.

II. CONCEPTUAL CONSULTATION

Applicant: Colleen Sullivan

Property Location: 25 East Main Street

Details of Request: Business will provide physical therapy and art studio services for people with disabilities, ages 3 through adult. Colleen will rent a space from DSH Enterprise, LLC.

Colleen Sullivan: I am practicing Physical therapist. My business is called ItsAbility, in Concord. We service most of the schools along 89. I have noticed that as the children age out, there is little for them to do. We would offer art opportunities, and if I needed to see children for physical therapy, I would have a space for them. The office is 450 square feet, in the building with Velvet Moose Ice cream. The office has handicapped accessible entrance and bathroom. Accessible parking is a challenge, but some of the on-street parking is accessible. There is a ramp on the side and I have had a client use the ramp.

Don Hall: We just went through this with a possible renter; and if nothing is done then it is good to go.

James Gaffney recalled that there were egress issues.

Ben Frost: I am looking at the Zoning Ordinance for the B-1 district. Professional Business offices and services that seems to fit with the permitted use in the zone. You do not have to go to the ZBA for anything.

Ben Frost: Does anyone have any concerns?

James Gaffney: Parking. Employees, traffic?

Ben Frost: It has been used for a similar purpose. Think about the multitude of uses in that space for a long time.

Colleen: I don't anticipate a high volume. I anticipate being there 10 hours per week, appointments with one or two people with a disability, and an instructor, so maybe 1 or 2 cars. Currently, I have 11 to 12 clients who are available in the morning, and maybe work until 5 in the evening. There might be other populations of people who are interested in doing this. My dream is to provide something for people with disabilities so they have something to do during the day.

James Gaffney: I understand physical therapy, but what is involved with arts studio therapy?

Colleen: It is a therapeutic art activity. The person running the program is moving to the Cape Cod, MA, so transitioning her business to me. She is a physical therapist also. Occupational therapy does very similar things. My goal is to not be the one person that does this. I would hire the person to do this.

Don Hall: For the record, nobody is changing the inner structure, there are no partitions and you are using an existing space.

Colleen: My only issue is that there is not really handicapped accessible parking in front of the building because of the slope to the street. It may be limiting for vans to unload.

Ben Frost: You might check with Old Windows Restorers to see if people with vans could discharge there.

Ben Frost: If you need a building permit, electrical permit, or a sign permit, check with the Board of Selectmen's office.

4. OLD BUSINESS

5. COMMUNICATIONS

6. REPORTS

I. Chair's Report – Ben Frost

Are there zoning Changes we would need to address?

Clyde: One we heard tonight, parking in downtown. Should change the way parking is set for downtown. One would be related to an inquiry, and another is the zoning in Intervale, to allow residential.

James Gaffney: Those are fairly significant. Public thoughts on that? Do we have a Town Bulletin coming out soon?

Clyde: We cut the Town Bulletin at town meeting.

Ben Frost: Parking is something I have been thinking about in the B1 district. So many of the uses are very small, and if it is new or significantly changes use, they are precluded from moving forward because of parking requirements. I wonder if we are being anti-business by not providing more parking.

James Gaffney: Parking that people want is parking in front of the building.

Ben Frost: "Doris Day" parking is not practical.

Andy Bodnarik: There have been businesses that approached us, for example the oil building.

James Gaffney: There is a town lot at the corner of Chemical Lane that is only used for Warner Fall Foliage Festival, but it is for the public year-round.

Andy Bodnarik: What is the availability of land for additional parking? Some people have made their own parking and loaned to us for Festival. It is the open space problem.

Clyde Carson: The town does have the ROW to use that lot, but access to downtown is difficult.

Ben Frost: There is not a sign that says "Municipal Parking" for the Chemical Street lot.

Don Hall: If you look at history, there is only one spot on the Main Street of Warner, and that is the parking lot across from the Local. There was a drug store years ago, and it is gone. The rest of the street has no changes.

James Gaffney suggested that a good first step is for the Board of Selectmen to install a parking sign for the Chemical Street lot.

Ben Frost: I believe the condition of approval for the medical offices, was that they had dedicated parking. When Darryl was first proposing Schoodacs, and we were wrestling with parking, Bob Egan came and spoke for Schoodacs, and reminded the board that he had to dedicate that space in that lot for the medical building.

James Gaffney: And the majority of the spots in front of the medical offices, there is one HP parking. I thought there were two.

Ben Frost: If we were to change the parking standards, it would not be a zoning change. Our parking standards are in the site plan regulations, so it would be a Planning Board decision. We would have to do a public hearing. We might want to have a parking study of the downtown area, of usage, capacity, and demand and I would be happy to talk to Mike Tardiff, of Central New Hampshire Municipal Association (Central), about that.

James Gaffney: Are you suggesting that we require fewer spaces?

Ben Frost: Yes. The residential uses need overnight parking. The commercial uses for the most part do not need dedicated spaces. And an employer will not prevent their employees from parking in the best spots.

Don Hall: The overflow for the 25 E Main those people park at the Post Office parking lot. We are fortunate there, or behind the Telephone Museum.

Ben Frost: I will talk to Mike Tardiff about having Central look at preliminary capacity, usage and demand, look at the standards, to see if we can lighten them.

Clyde Carson: Maybe we could get the Chemical Street parking on Google Maps.

Zoning Board potential items for Planning Board:

Ben Frost: Two potential changes are 1) definition of “abutter”, and 2) a question of whether to allow mixed use parking.

Diane: The Zoning Board talked about the issue of camping on the Use Table, number 19 and 19-a.

Ben Frost: A possible meeting date would be Nov 25th.

Don Hall asked what became of the meeting from last year.

Ben Frost: There were four zoning changes put forth to the voters.

Ben Frost noted that January 8 is the last day to post and publish notice for first hearing on proposed adoption for amendment of zoning ordinance. This would provide enough time to meet on January on January 6, prepare the proposed changes by January 7, and publish on January 8. Or, we could meet on December 16 to discuss what we would like to propose.

If the ZBA meets on November 13, Ben Frost will attend if there is a meeting.. Currently the ZBA does not have any new cases. All Planning Board members will be in town on November 25 if there is a need to meet.

II. **Board of Selectmen – Clyde Carson**

1. The roundabout has an official name, **Barbara Annis roundabout**. Members of the family spoke, the Governor was there, and pictures were taken at the roundabout with the family.
2. We are still working to hire a **Town Administrator**. We had about 12 candidates. There were 6 interviewed, and narrowed down to 3. There will be an employee interview committee next. Out of the 3, we expect to be able to make an offer by the end of the year.

James: Do any of the candidates have previous experience?

Clyde: Based on the interview committee, all 3 candidates are qualified for the position. Not all applicants have had the position in the past.

3. Friday night the selectmen met and set a **tax rate** for the town. Going up 65 cents per thousand, primarily we are paying for the fire station. The total tax rate is going up approximately \$1.34. We signed the warrant today to send out tax bills.
4. Our **Welfare Officer** resigned. It was another opportunity that seemed to be conflicting. We do need to fill that as a town.

III. **Regional Planning Commission – Ben Inman**

NH Flood Hazzard Handbook – A Guide for Municipal Officials. I just had a friend building a barn in a flood zone.

It has new maps in it, and talks about pre- and post- flood. We do have a river in town that floods.

A link to the NH Flood Hazard handbook can be found here:

<https://www.nhcaw.org/the-nh-flood-hazards-handbook/>

Ben Inman does not have the notes from the ROW but will send those when he gets them.

IV. **Economic Development Advisory Committee – James is hoping to attend the next meeting.**

7. **PUBLIC COMMENT**

ADJOURN 8:05.