

UNAPPROVED MINUTES OF JUNE 5, 2023



TOWN OF WARNER

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Planning Board Minutes

Monday – June 5, 2023

Lower Town Meeting Room

I. OPEN MEETING at 7:05 PM.

ROLL CALL:

Board Member	Present	Absent
David Bates		✓
Andy Bodnarik (Vice Chair)	✓	
Karen Coyne	✓	
Dan Emanuele - Alternate		✓
Ben Frost (Chair)	✓	
James Gaffney (arrived 7:10)	✓	
Pat Goneau	✓	
Neil Nevins – Alternate		✓
George Pellettieri - Alternate	✓	

In Attendance: Janice Loz – Land Use Administration,

Also present: Killeen McGowan, Matt Boyer, Jon Rokeh, Mark Xenakis, Ian Rogers, Harry Seidel – Select Board, Dawn Quirk

II. APPROVAL OF MINUTES: May 15, 2023

George Pellettieri made a motion to approve the May 15, 2023 minutes as amended. Andy Bodnarik seconded the motion. Discussion: None. **Voice Vote Tally:** 6 – 0. The minutes were approved as amended.

III. PUBLIC COMMENT

Ian Rogers, regarding housing training attending last week, and how positive the training has been.

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IV. NEW BUSINESS

A. Derek Narducci – Volunteer Regional Planning Commission

Derek is looking to serve as a second regional planning commission representative from Warner, this appointment is made by the Select Board, with the Planning Board's recommendation. Currently there are two slots available. The Chair summarized the job responsibilities of this role and reviewed the scheduling of meetings. Derek spoke about how he would be honored to be a contributor to the commission.

B. Conceptual Consultation Application

Applicant: Killeen McGowan

Agent: Killeen McGown

Owner: Cindy and Aaron Snay

Address: 11 East Main Street – Unit 2 (first floor, left side) Warner, NH

Map/Lot: Map 31, Lot 057

District: B-1

Description: Retail shop, educational workshops, classes related to art and nature subjects. Small classes

The Chair stated that a conceptual consultation is a pre-application review by the Planning Board. This process allows people that have an interest in doing something with their property to come before the board to get informal and non-binding feedback.

Killeen McGowan started by expressing how she is a long-term resident of Warner and has a passion for supporting local businesses. She plans to bring something new with the hope to revigorated Main Street and draw people into town. It is going to be a retail space, focusing on handmade natural, herbal, and local artist paintings. The other component is to have a more collaborative variable of holding educational workshops and taught by locals that focus on art and nature. The Chair thanked the applicant for the summary and stated the reason the applicant is here before the board tonight, is that there is a potential change of use for this property. He opened the discussion to the board and said there is a potential to change the use of the property or add an amendment to the existing site plan.

Andy asked about the hours of operation for the business, Killeen responded by saying roughly Wednesday through Saturday, 11:00 AM to 4:00 PM or 10:00 AM to 5:00 PM time range.

James clarified the current use verbiage, and how it was previously retail, and how it must add the educational component and certain goods sold. Pat asked about the quantity of people expected to attend a workshop. Killeen said that it could be around 10 people. Andy asked about signage to identify the business. Killeen said that a sign application is pending approval. Overall the Board seems in favor of this new business.

James Gaffney made a motion that no site plan is needed the owner is not changing what the structure will be used for it is still commercial, retail. George Pellettieri seconded the motion. Discussion: None. **Voice Vote Tally:** 6 – 0. No site plan will be necessary there is no change of use for the commercial structure.

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C. Conceptual Consultation Application

Applicant: Sydney Elizabeth Boyer
Agent: Jon Rokeh, Rokey Consulting, LLC.
Owner: Sydney Elizabeth Boyer
Address: Kearsarge Mountain Road, Warner, NH
Map/Lot: Map 33, Lot 18
District: R2
Description: Existing 10.60 acre lot to be divided into 4 lots with new subdivision road connecting to Kearsarge Mountain Road.

Jon Rokeh discussed the conceptual consultation which will take an existing 10.60-acre lot and subdivide it into 4 lots, with the hope to have a subdivision road connecting to Kearsarge Mountain Road. He discussed road plans for each of the buildable lots and explained the house location for each lot. The goal of this conceptual consultation application was to get advice before creating an official application.

Andy discussed the difference between major subdivision standards and technicalities. James's inquired about the logistics about power and electricity to the house, and the applicant answered by saying it will be located underground. The applicant explained the joint use agreement for the service roads and shared powerlines. Further discussion included the right-of-way through the new road and potential land-locked plots of land. Lot one, which is the biggest subdivision of land, has frontage of Kearsarge Mountain Road. The Chair mentioned when the time is right discussing the entire subdivision with Tim Allen the DPW Director. Andy advised the applicant to go through the subdivision checklist and the Chair discussed how to submit a formal application.

D. Conceptual Consultation Application

Applicant: Mark Xenakis
Agent: Mark Xenakis
Owner: Mark and Susan Xenakis
Address: 93 Dimond Lane, Warner, NH
Map/Lot: Map 3, Lot 29
District: R2
Description: Subdivide lot to build a house.

Mark Xenakis discussed the plan to subdivide the lot to build another house. He explained how this property is at the end of Dimond Lane. He wanted to take this 12+ acre lot and subdivide it and place a house on that property. The applicant explained the map provided along with the application. The chair advised the applicant that this plot might need to be presented to the Zoning Board for a variance to the ordinances. Another potential option is to extend Dimond Lane and dedicate a portion of the property to the town, thereby creating more frontage, however, the road would have to be built to town standards. The applicant and the board weighed each option and the applicability. Andy said the frontage issue seems to be the obstacle to this land. Janice inquired about extending town road, and the Chair clarified these requirements by saying how this would be rolled into the division of the subdivision, dedicating a portion of their property. Andy also advised the applicant about the difference between minor versus major subdivision.

V. UNFINISHED BUSINESS

A. Housing Advisory Committee Charter

Three members of the Board, James, Karen and David, volunteered to work together on the draft Charter for the Housing Advisory Committee. This was three people getting together, not a formal subcommittee. However, Harry said the Charter needed editing and was concerned that not all

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three members worked on the document. The Chair clarified there was a hardship figuring out a time that worked for everyone, however it was just a gathering of three members and not a subcommittee. Karen summarized the rough draft of Charter. Andy mentioned that bylaws for the Housing Committee were unnecessary.

The Chair recognized how this was a rough draft and asked for Board comments. The Chair said the committee will only be dealing with the Housing Chapter of the Master Plan, not regulations. The Charter could be revised later to include this if necessary. James suggested the Planning Board to appoint the Chair and Vice Chair for this committee. Since this committee will have a fluid membership. The Chairs said the committee is an extension of the Planning Board and is not an independent entity. Janice suggested changing the title to Housing Advisory Committee because it is not a housing committee, which might confuse the public. She also suggested changing the Chair and Vice Chair to co-facilitators therefore no one person speaks for the committee, it is more inclusive to everyone.

Dawn Quirk said what is the housing charter and to properly define that and how the definition can impact the outcome. The Chair said this board is not bound to limit the work of the Housing advisory Committee, to just assisting the Planning Board in the rewrite of the Housing chapters of the Master Plan. The Advisory Committee could analyze what is happening in other towns, regionally, nationally, to look for alternative approaches. The committee would engage the public.

Jody said this is just the very beginning steps of the housing chapter and how we want to go about rewriting, emphasizing this is just a guide to start. George said this committee will be made up of an array of people.

Janice suggested in the composition section of the committee to add the three members who attended the Academy Housing Academy. The attendees need to pass on the knowledge to the committee so everyone is on the same page. Andy agreed with this statement and redirects the conversation to the goal of tonight being to get this Charter edited without making it too confining.

The Chair suggested that a number should be determined for a quorum of the committee. A quorum of the Planning Board, four members would make up the quorum of the committee.

B. Excavation Site Visits – Janice to schedule site visits with owners potentially in July.

C. Revisions to Development Application Forms (with links below)

[Subdivision](#), [Site Plan Review](#), [Voluntary Merger](#), [Driveway](#), [Home Occupation](#), [Lot Line Adjustment](#)

VI. REPORTS

A. Chair's Report – Ben Frost

B. Select Board – Jody Sloane

C. Regional Planning Commission – Ben Frost

None

D. Economic Development Advisory Committee – Neil Nevins

None

E. Agricultural Commission – James Gaffney

None

F. Groundwater Protection Committee – Andy Bodnarik

Committee has not met to potentially disband the committee.

G. Regional Transportation Advisory Committee

None

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VII. COMMUNICATIONS

Discussed upcoming Housing Tool Box training

VIII. ADJOURN

The meeting was adjourned at 9PM

Respectfully submitted by,

Molly B. Loz

Recording Secretary

Town of Warner