

TOWN OF JAFFREY, NH
PLANNING BOARD
Zoom Meeting Minutes
February 9, 2021

The Right to Know Checklist was displayed on Zoom prior to the meeting. Due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Board is authorized to meet electronically.

Present Via Zoom: Amy Meyers, Ed Merrell, Keith Dupuis, Margaret Dillon, John Peard (alt) will vote, William (Bud) Taylor (alt), Laurel McKenzie, Jack Belletete *arrived at 6:11 pm*

Absent: Shirley Despres,

Staff via Zoom: JoAnne Carr, Director of Planning and Economic Development, Becky Newton

Roll Call: Amy Meyers, Margaret Dillon, Laurel McKenzie, Ed Merrell, Keith Dupuis, John Peard, William Taylor

Others via Zoom: David Chamberlain, Kevin Chamberlain, Kirk Stenersen, Deb & John Madigan, Charlie Koch, Aaron Abitz

CALL TO ORDER – Chairman Meyers called the public hearing to order at 6:01 pm.

PRELIMINARY CONCEPTUAL - None

MEETING MINUTES APPROVAL

On a **motion** by Peard, seconded by Dupuis the minutes of January 19, 2021 were approved as presented. (6-0-1) AM, MD, EM, KD, JP, WT in favor, LM abstained

PUBLIC HEARING – ACCEPTANCE

Keith Dupuis recused himself from both hearings, William Taylor will vote.

1. PB 21-01 Chastity Hodgson, Applicant, Komez Hansen & Chantha Yin, Owners
Kirk Stenersen, Agent 31-35 Peterborough St, Map 238 Lot 262.1
Zone: General Business and Main Street Program Area, with Town Water

Site Plan - The applicant proposes a portable ice cream stand trailer with associated parking and drives.

J Carr noted that this is an amendment to an existing site plan.

On a **motion** by McKenzie, seconded by Merrell to accept the application as sufficiently complete. (6-0-0) MD, LM, EM, JP, WT, AM

2. PB 21-02 Town of Jaffrey/Jaffrey Fire Dept, Owner, Auberge Jaffrey, LLC, Owner
Kirk Stenersen, Agent 138 & 152 Turnpike Rd, Map 244 Lots 7 & 7.1
Zone: Rural, with Town Water

Technical Subdivision (boundary line adjustment) - The applicant proposes a technical subdivision between lands of 244/7 and 244/7.1.

On a **motion** by McKenzie, seconded by Dillon to accept the application as sufficiently complete. (7-0-0) MD, LM, EM, JP, JB, WT, AM

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PUBLIC HEARING

1. PB 21-01 Chastity Hodgson, Applicant, Komez Hansen & Chantha Yin, Owners
Kirk Stenersen, Agent 31-35 Peterborough St, Map 238 Lot 262.1
Zone: General Business and Main Street Program Area, with Town Water

Site Plan - The applicant proposes a portable ice cream stand trailer with associated parking and drives.

Presentation, Kirk Stenersen

The parcel, located at 31 Peterborough St., was the former location of Tyler's Ice Cream. In March 2019 a site plan was approved for Athen's Pizza to construct a new restaurant and commercial spaces. At that time a driveway permit was approved by DOT for restaurant use. The owners have chosen not to move forward with that plan.

The current proposal includes a 24' ice cream trailer, 12 parking spaces and picnic tables on the existing gravel area and 10 more angle spaces on the paved area, a total of 22 parking spaces. Traffic flow is shown on the plans. Concrete curb stops will delineate the parking spaces in the gravel area. Post and rails will separate the picnic area from parking. The ice cream trailer will utilize existing utilities that previously serviced the car wash. The existing landscaping will be freshened up. They are requesting approval for year-round use with hours of operation of 10 am – 10 pm.

L McKenzie asked several questions:

- Will the angle parking in the paved area be striped? K Stenersen responded yes.
- What is the proposed lighting? K Stenersen responded 4" downcast LED lights on the trailer and a telephone pole by the trailer.
- What is the lighting plan in the picnic area? K Dupuis responded that the plan was to put up a tent with rope lights underneath.
- Is the tent a permanent structure? K Dupuis responded no, it would be a portable tent similar to the tents at the school. The Building Inspector and Fire Chief will inspect and certify the tent.
- What is the plan for the larger existing freestanding sign? K Dupuis responded it will be used.

W Taylor asked what size posts will be used for the post and rail delineation of the picnic area? K Dupuis responded it will be similar to a split rail fence.

M Dillon asked should the application be following the design guidelines that state the parking should be on the side or rear and have more landscaping near the road? K Dupuis responded there are no businesses in the Main St. District that meet that requirement. L McKenzie the goal of the design guidelines was to soften the appearance of the gateway areas. K Stenersen responded the trailer has been placed near the existing utilities which dictates where parking can be located. K Dupuis added that Tyler's had service windows facing the road so people standing in line were in the middle of the cars. The applicant has chosen to face the service windows to side to keep customers out of the parking area.

J Carr asked is there an opportunity to provide some screening/landscaping between the sidewalk and parking as there was in the previous application? M Dillon suggested reducing the parking spaces on Peterborough Street to two parallel parking spots (instead of six) which would allow for more landscaping. K Stenersen the intent is to maximize the parking space to ensure that there is no parking in the street. L McKenzie suggested getting a bike rack.

L McKenzie asked that the recent technical subdivision between this lot and the apartment be identified.

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K Stenersen responded that the curb cut was put in and the parking area for the apartment building was delineated along the property lines.

A Meyers asked what will the trailer look like, will it be aesthetically pleasing? K Dupuis responded the trailer that they ordered is 18' with a window on the side. There will be fire department themed vinyl graphics on it.

L McKenzie asked is there provisions for snow storage? K Dupuis responded at this time, the plan is to be open April to October, however they are seeking approval for year-round operation to keep their options open. Snow would be stored in the back if needed. The tent and picnic tables would be removed in the winter.

M Dillon stated she would like to see more landscaping on this site. A few less parking spaces would allow more landscaping. L McKenzie agrees. K Stenersen reiterated that they would like to keep as many spaces as possible to limit the possibility of patrons parking in the street. Aaron Abitz noted that there is public parking nearby.

J Belletete stated that this proposal is an improvement over the set up that Tyler's had.

J Peard stated he would prefer a permanent structure but as long as the application complies with regulations he is OK with the proposal. This proposal is an improvement over Tyler's and the food trailer. He agrees that additional vegetation/landscaping would be beneficial.

L McKenzie asked is there plans to have music? K Dupuis responded no.

Chairman Meyers closed the public hearing.

2. PB 21-02 Town of Jaffrey/Jaffrey Fire Dept, Owner, Auberge Jaffrey, LLC, Owner
Kirk Stenersen, Agent 138 & 152 Turnpike Rd, Map 244 Lots 7 & 7.1
Zone: Rural, with Town Water

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Presentation: Kirk Stenersen

The proposal is for a lot line adjustment between the Jaffrey Fire Station and the Auberge Jaffrey (Kimball Farm) parcel. The adjustment would transfer .9 acres from the Kimball Farm lot to the Jaffrey Fire Station lot. This additional land area would allow for the potential expansion of the fire station. Kimballs will allow for slope easement which would be required for a possible expansion.

J Peard asked will this make the Kimball property non-conforming? Kirk Stenersen responded no.

Chairman Meyers closed the public hearing.

PUBLIC HEARING – DECISIONS

1. PB 21-01 Chastity Hodgson, Applicant, Komez Hansen & Chantha Yin, Owners
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Zone: General Business and Main Street Program Area, with Town Water

Site Plan - The applicant proposes a portable ice cream stand trailer with associated parking and drives.

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On a **motion** by Meyers, seconded by Merrell the application proposing a portable ice cream stand trailer with associated parking and drives was approved as presented per testimony given. (7-0-0)
JB, JP, WT, EM, LM, MD, AM

2. PB 21-02 Town of Jaffrey/Jaffrey Fire Dept, Owner, Auberge Jaffrey, LLC, Owner
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Technical Subdivision (boundary line adjustment) - The applicant proposes a technical subdivision between lands of 244/7 and 244/7.1.

On **motion** by McKenzie, seconded by Merrell the application proposing a technical subdivision between lands of 244/7 and 244/7.1 was approved as presented per testimony given. (7-0-0) MD, LM, EM, JP, JB, WT, AM

ZONING BOARD DECISIONS – The Feb. ZBA meeting was rescheduled due to snow. The new meeting date is Feb. 11. There are four items on the agenda.

Other

- Shirley Despres' term is up in March and she has decided not to continue. A letter will be submitted to the BOS asking to appoint William Taylor as a permanent member.
- The next meeting will be held on Wednesday, March 10 due to elections.
- Board elections will take place during the April meeting.

ADJOURNMENT

The meeting adjourned at 7:02 pm

Submitted:



Rebecca Newton
Recording Secretary

Attest:



Amy Meyers
Planning Board Chair