

TOWN OF JAFFREY
Jaffrey, New Hampshire
PLANNING BOARD
Meeting Minutes
March 15, 2017

Present: Chairman McKenzie, Members Despres, Devlin, Farmer, Gordon, Merrell, Sherman and Selectmen's Representative Maclsaac

Absent:

Staff: JoAnne Carr, Director of Planning and Economic Development

MEETING MINUTES APPROVAL

On a motion by Merrell, seconded by Devlin the minutes of the February 14, 2017 meeting were approved as submitted. (7-0)

PRELIMINARY CONCEPTUAL

None

CALL TO ORDER

Chairman McKenzie called the public hearing to order at 7:00 p.m. Notice of the public hearing PB 17-02 through PB 17-04 was posted in the Town Office building, the Library; copies were sent to the Planning Board, the Conservation Commission, and the Board of Selectmen.

PUBLIC HEARING - ACCEPTANCE

1. PB 17-02 Jed Paquin (for Walter Hautanen), 169 River St., Map 239/Lots 271 & 272, Zone: General Business & Rural (with town water)

Technical Sub-division – The applicant proposes a lot line adjustment.

On a motion by Gordon, seconded by Despres the application proposing a lot line adjustment was accepted. (7-0) Member Farmer recused herself. Member Sherman voted.

2. PB 17-03 Koch, Charles & Jatkola, Barbara, 40 Ridgecrest Rd., Map 245/Lots 123 & 124, Zone: Residence A (with town water)

Technical Sub-division – The applicant proposes a lot line adjustment.

On a motion by Despres, seconded by Merrell the application proposing a lot line adjustment was accepted. (7-0)

3. PB 17-04 Keane, Jackson (property of Carolyn C. Howard 2001 Trust), 49 River St., Map 239/Lot 240, Zone: General Business

Site Plan – The applicant proposes to operate a pre-owned car dealership.

On a motion by Gordon, seconded by Farmer the following waiver requests were granted. (7-0)

Existing Data: Items 2-4, 6, 8, 9, and 11.

Proposed Plan: Items 1, 2, 5, 6, 10 and 11.

Items to accompany site plan review application: Items 2, 3 and 10.

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On a motion by Despres, seconded by Farmer the application proposing to operate a pre-owned car dealership was accepted. (7-0)

PUBLIC HEARING – NEW

1. PB 17-02 Jed Paquin (for Walter Hautanen), 169 River St., Map 239/Lots 271 & 272, Zone: General Business & Rural (with town water)

Technical Sub-division – The applicant proposes a lot line adjustment.

Presentation: Jed Paquin, Paquin Land Surveying

Appearances:

Member Farmer recused herself. Member Sherman voted.

Mr. Hautanen owns the work shop parcel and the larger parcel to the south. The Hautanen's would like to sell the larger parcel but before doing so they would like to adjust the lot line allowing him to retain the .084 acre gravel parking area. If approved, it will allow him to sell the house on lot 272 without impeding his business as it presently runs and it will make the work shop parcel less non-conforming.

Member Despres asked if the two lots will be merged. Mr. Paquin replied yes thus giving it the proper amount of frontage for the General Business district.

Member Gordon asked about the septic system set-up for the workshop employees. Mr. Paquin stated that there is no septic system on the work shop lot and Mr. Hautanen is the only employee. If he needs to use the facility, he goes to his home next door. Planner Carr added that the application is a lot line adjustment, not a site plan. If a change of use was being proposed, then the board would look at sanitary facilities.

Abutter Patty Farmer asked if the wetlands depicted were unbuildable. Mr. Paquin indicated that they were unbuildable. Mr. Paquin also stated that there is an easement proposed in the location of the existing driveway for lot 272 that Mr. Hautanen would like to continue to use. The access is very occasional and the purpose would be to enter the back side of his house lot.

There being no further questions Chairman McKenzie closed the public hearing.

2. PB 17-03 Koch, Charles & Jatkola, Barbara, 40 Ridgecrest Rd., Map 245/Lots 123 & 124, Zone: Residence A (with town water)

Technical Sub-division – The applicant proposes a lot line adjustment.

Presentation: Charles Koch

Appearances:

Mr. Koch is proposing a lot line adjustment of 0.02 acres with his neighbor. The reason is to clear-up a driveway issue. Currently the property line travels through Mr. Koch's driveway.

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The board reviewed the plan and agreed that the request made sense.

There being no further questions Chairman McKenzie closed the public hearing.

3. PB 17-04 Keane, Jackson (property of Carolyn C. Howard 2001 Trust), 49 River St., Map 239/Lot 240, Zone: General Business

Site Plan – The applicant proposes to operate a pre-owned car dealership.

Presentation: Jackson Keane

Appearances:

Mr. Paul Dionne claimed to be an abutter that was not notified however he does not wish to delay the public hearing as he did see the notice in the paper and did visit the Town Office to review the plan.

Mr. Keane is proposing a specialty used car dealership focusing on ten to fifteen year old cars with under 75,000 miles. He purchases them from around the country and sells them around the country. The cars are kept garaged and are advertised and sold primarily on ebay. There will be no outside display except for a sign which is mandated by the State of New Hampshire. The intent is to have a sign as inconspicuous as possible however the state regulations are that it must have ten inch letters. Aside from the sign everything will look the same. The garage is pre-existing and can hold three cars inside.

Member Gordon asked for the number of cars on site. Mr. Keane stated there would only be three and they would be garaged. When he purchases a car, it is likely in need of minor repairs and they tend to stay between the mechanic, detailer and body shop. His hope is to have a ten-car dealer license which would allow him to have three cars on site at any given time with the remainder being readied for sale. As for people coming to the site, typically cars get shipped and occasionally a private inspector may come to the site.

Chairman McKenzie asked if there would be an office on site. Mr. Keane stated he would have an office explaining that in New Hampshire you must have a legal location to have a dealer license. Chairman McKenzie asked if there were bathroom facilities on site. Mr. Keane stated there is not. His hope is to gain a conditional approval allowing him up to one year to install permanent facilities. In the mean-time he would have to provide temporary facilities. He is aware of a toilet that is either gas fired or electric and is being used at the Transfer Station. If this is acceptable to the board he would like to go this route.

Chairman McKenzie asked about snow removal/storage. Mr. Keane stated that the owner, Carolyn Howard is responsible for that and he does not anticipate any change from what is currently being done. Snow is presently being pushed to an area after the “Dealer” / “Dealer Parking” area noted on the sketch.

Selectmen’s Representative MacIsaac asked about noise, odor and outside lighting. Mr. Keane replied that no work will be done on-site and he does not anticipate any odor; there will be no painting or noxious fumes. There are no plans to change any of the lighting.

Member Gordon asked if there would be any flammable materials. Mr. Keane stated there would be none except for the gasoline in the cars.

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Member Farmer asked where he proposed to place the sign. Mr. Keane stated that he is open to suggestion. The only state law on placement is that it must be legible from the road. Board members and abutter Paul Dionne were concerned about the traffic in that area and that the sign would block the view from driveways and the roadway. Mr. Keane stated that under the recommendation of the Planner he contacted the DOT about a change of use for a commercial driveway permit. A site visit was made and a permit was issued. Member Gordon asked about business related traffic. Besides his vehicle, Mr. Keane estimated three cars in the garage. He hopes to sell two or three a month and the last car sold was shipped out. In these circumstances, he will meet the car carrier in an open parking lot where there is ample space to safely load the car. Transfer to the carrier will not take place on-site.

Member Despres wondered if he would have visitors resulting from the sign. Mr. Keane explained that the name of the business is the Jack Keane Collection, LLC. There is nothing in the name that would entice people to drive in.

Member Merrell asked for the hours of operation. Mr. Keane stated that the State requires a minimum of 35 hours a week. He is proposing Tuesday through Friday 6:00 p.m. – 9:00 p.m. and Saturday and Sunday 7:00 a.m. to 7:00 p.m.

There being no further questions Chairman McKenzie closed the public hearing.

4. Public Hearing –

Update to the Master Plans Vision and Community Character Chapter

Exact text is available on the town web site, with the Town Clerk and in the Planning Office.

Chairman McKenzie opened the public hearing.

Member Farmer commented that she was part of the committee that worked very hard to survey the community, work with their consultants and adjust as requested by the board.

Selectmen's Representative MacIsaac asked if something should be reflected about the Route 202 traffic project. Chairman McKenzie replied that it was discussed at the last board meeting and it was determined that they address in general terms the need to enhance vehicular and pedestrian traffic in the downtown area. They felt it best to not be too specific. MacIsaac also commented that the old Vision Statement mentioned Jaffrey as being a destination; he did not see any mention of this in the new chapter. He cited the assets as being the businesses and the downtown and felt we need to be conscious of this. Member Merrell suggested having a separate Downtown Plan, as an addendum to this town wide Master Plan, which would address in detail the issues raised by MacIsaac. Chairman McKenzie felt this was a good idea.

There being no further questions Chairman McKenzie closed the public hearing.

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DECISIONS

1. PB 17-02 Jed Paquin (for Walter Hautanen), 169 River St., Map 239/Lots 271 & 272, Zone: General Business & Rural (with town water)

Technical Sub-division – The applicant proposes a lot line adjustment.

On a motion by Merrell, seconded by Devlin the application proposing a lot line adjustment was approved as presented and per testimony given. The plan submitted is on file with this office with a plan date of February 1, 2017 and stamped by Jedadiah A. Paquin, LLS. (7-0)

2. PB 17-03 Koch, Charles & Jatkola, Barbara, 40 Ridgecrest Rd., Map 245/Lots 123 & 124, Zone: Residence A (with town water)

Technical Sub-division – The applicant proposes a lot line adjustment.

On a motion by Farmer, seconded by MacIsaac the application proposing a lot line adjustment was approved as presented and per testimony given. The plan submitted is on file with this office with a plan date of February 3, 2017 and stamped by Edward C. Goodrich Jr., LLS. (7-0)

3. PB 17-04 Keane, Jackson (property of Carolyn C. Howard 2001 Trust), 49 River St., Map 239/Lot 240, Zone: General Business

Site Plan – The applicant proposes to operate a pre-owned car dealership.

On a motion by Merrell, seconded by Despres the application proposing to operate a pre-owned car dealership was approved as presented and per testimony given subject to the following conditions. The sketch submitted is on file with this office identified as PB 17-04 with a Received date of February 14, 2017. Also, submitted for reference purposes only is a Sewer Easement Plat with a plan date of October 13, 2015 and stamped by Jedadiah A. Paquin, LLS. (7-0)

Conditions subsequent:

1. No change in exterior lighting.
2. Any floor drains to be permanently sealed.
3. Sign placement cannot obstruct the view from any driveways or roadway
4. Temporary sanitary facilities shall be provided for up to one year at which time a permanent solution must be in place for the business. A compliance hearing will be held with the Planning Board in March of 2018.

4. Public Hearing –

Update to the Master Plans Vision and Community Character Chapter

Exact text is available on the town web site, with the Town Clerk and in the Planning Office.

On a motion by Gordon, seconded by Merrell the update to the Master Plans Vision and Community Character Chapter was accepted. (7-0)

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OTHER BUSINESS

Chairman McKenzie noted that a new category has been added to the agenda. The category is Committee Reports and the hope is to use it as a place holder for community reports such as Complete Streets or CIP work.

Master Plan – Chapter updates (McKenzie):

No discussion. Tabled until April

Impact Fees (J. Carr):

Planner Carr suggested that the board consider rescinding the impact fee ordinance. Such a small amount of money is collected for the perception that it gives, being anti-growth, she would like the board's consideration. Every year, per Statute, the impact fee schedule should be reviewed. We are in the last year of the fee schedule. As an example, Park Theatre's estimated impact fee is \$13,000; we rarely have a project that big. A typical new house is around \$3,000/\$4,000.

Chairman McKenzie asked for the fee schedule. Planner Carr stated that she would put together a presentation for the April meeting.

Transportation projects (3) – update (J. Carr):

Downtown: The Governor and Executive Council signed the contract on February 1st. VHB will be the Engineer and Marty Kennedy will be the Project Manager. At an initial strategy/kick-off meeting with town staff, Frank Sterling representing the Select board and Town Manager Jon Frederick they were briefed on the scope of the project which will be a two year project ending in 2019. There will be a solution ranging from do nothing, do something, do something with the lights, have a bridge or do something else not yet thought of. A Technical Advisory Committee will be appointed by the Selectmen in April and they will help the Engineers come to a preferred choice. Nine meetings with the Technical Advisory Committee over the two year period have been budgeted for. There will be three public meetings and at the end one public hearing. The hearing will be conducted by three representatives to be selected by Dave Wheeler, our Executive Counselor. They will hear concerns, interests, advocacy and opposition to the preferred solution and will determine if we move forward. It is a DOT project and will be DOT managed. They expect to go to bid for construction in 2021.

Member Sherman asked about one trillion dollar stimulus program to speed up construction of bad roads and the like. Ms. Carr explained that the project is to consider all the traffic issues in the downtown from the four way to the five way and our money for this project is secured all the way through construction; we're part of the ten year plan.

Complete streets: is moving ahead. A draft document and an approach for addressing our complete streets is being developed and could be available as early as next month.

Sidewalks: Tap funding had previously been applied for to improve the sidewalks going up to the schools and down Peterborough St. and we did not get that grant. We are still proceeding with finalizing the preliminary design and engineering through the TIFD district; there are funds for that. Carolyn Garretson did an invasive species walk along the sidewalks with the Engineer Heidi Marshall to make sure we are not in violation. The Engineer has also sent out letters to the Department of Historic Resources and doing

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the archeological investigations. The idea is that we will be shovel ready if, and when grant funds come through.

ADJOURNMENT

The meeting adjourned at 8:53 p.m.

Submitted:



Erlene R. Brayall
Recording Secretary

Attest:



Laurel McKenzie
Chairman, Jaffrey Planning Board

