



Minutes of Planning Board Meeting 12 October 2016

Call to Order: A quorum being present, the regular meeting of the Hollis Planning Board was called to order at 7:00 PM by Chair Paul Mattor. Tonight's meeting begins with a joint meeting with the Lyman Planning Board, regarding the proposed subdivision called Red Barn Lane.

Roll Call: Present: Paul Mattor, Chair; Joe Ponzetti, Vice Chair; Peter Lovell, Bruce Wishart, Kevin Flinner, Heather Sullivan; CEO Bob Cyr; Lee Jay Feldman SMPDC; Martha Turner, Executive Secretary.

Lyman members present: Roderick Tetu, Chair; Joe Wagner, Don Hernon, Kelly Demers, Cecile Dupuis.

Red Barn Lane Subdivision: Josh Waterhouse, Developer, presented an overview of his plans to build a five lot cluster subdivision off Deering Ridge Road, to be known as Red Barn Lane. All the building lots will be in Hollis, but access will be through Lyman. Mr. Waterhouse has previously met individually with both the Hollis and Lyman Planning Boards. It was noted that Lyman and Hollis are part of two different school districts. Mr. Waterhouse has discussed this project with SAD 6, regarding bus routes to pick up students who may reside in the new subdivision; SAD 6 does not have any concerns, as they already have a bus route in the area.

The Hollis and Lyman subdivision requirements differ in several areas. The road standards are different; the minimum lot size and road frontage requirements are different. Lyman requires all new subdivisions to have underground utilities.

For fire suppression, Lyman would require a 30,000 gallon cistern, while Hollis would only require 10,000 gallons. A cistern would not be required if all houses were required to have sprinklers. In that case, the developer would have to prove there will be sufficient water pressure and capacity. Mr. Wishart emphasized that public safety must be one of the primary concerns. The fire and rescue departments in both towns will need to be directly involved.



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Discussion of the question of ownership of the land upon which the private road will be constructed. The recommendation is for the developer to include that land, which is in Lyman, to be part of the open space owned in common by the homeowners' association. The developer will consider revising his plans to show this land as part of one contiguous parcel of commonly- owned open space, never to be developed or subdivided.

Regarding trash collection, Mr. Feldman stated that he has talked to the local trash hauler, who is OK with it, but he has not yet talked to the Hollis Select Board. He will ask to be on their agenda to discuss this question.

The Lyman Planning Board will place this subdivision on the agenda for their next meeting. Mr. Feldman will also consult with the Lyman CEO. Mr. Feldman noted that the site walk can be scheduled at any time; there does not have to be another meeting first.

Review of Minutes: Motion was made and seconded to approve the minutes of 28 September 2016. The motion carried unanimously.

Correspondence: None

CEO Report: Mr. Cyr noted that his office continues to be constantly busy, having fielded 32 phone calls just today.

Old Business: Mr. Feldman presented a draft of the Findings of Fact and Conditions of Approval for the proposed Deer Pond Safe Storage facility. Motion was made and seconded to approve the Conditional Use Permit for Deer Pond Safe Storage, with specific conditions. The motion carried unanimously.

Regarding the Shoreland Zoning Ordinance, Mr. Cyr noted that the Town of Hollis cannot simply adopt the entire proposed State ordinance as is. There are some places in the ordinance where the Town must make choices regarding enforcement authority.



The fee schedules were discussed at length, especially the Subdivision Fee Schedule. Mr. Mattor discussed the difficulty of being required to go back to developers repeatedly to ask for more money. He suggested creating a fee schedule that will initially require a sufficiently large escrow account to cover all anticipated expenses, with any unexpended balance to be returned to the developers. He emphasized that the fee schedules are not part of any ordinance, and can be changed by the Select Board at any time. Mr. Feldman will work on an estimate of the costs for different sizes of subdivisions, and will consult with other towns to see how they handle such fees. Mr. Cyr suggested that for any applicant to appear before the Planning Board on any matter, the applicant must be charged an initial non-refundable fee that is sufficient to cover all costs of the initial meeting.

New Business: Jason Beaulieu, Jason's Auto Service, amendment of Conditional Use Permit.

Mr. Cyr explained that this application is for an expansion of use for a CUP granted in 2013. Based on his understanding of conversations with the previous CEO, Mr. Beaulieu has begun construction of an office and bathroom attached to his existing auto service garage. When Mr. Beaulieu originally applied for the CUP to build his auto service facility, he stated that eventually he would be adding an office and a bathroom, but not right away. The Planning Board approved his application without the addition, with the understanding that the applicant would reappear before the Board prior to construction of the addition. However, Mr. Beaulieu's understanding was that the second phase including the addition had been approved as part of the initial CUP. Therefore, he believed he was authorized to begin construction. Mr. Beaulieu has already constructed the shell of the building, and has installed the septic system. He has halted construction at the request of the CEO.

Mr. Beaulieu will resubmit a complete application, including a site plan, and the Planning Board will reconsider this CUP at another meeting.



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New Business, continued: New restaurant. The Fox and Hound Bakery and Café has opened for business at the former Smokin' Blues Café. Mr. Cyr explained that this does not have to come before the Planning Board because it is not a change of use. When a CUP is approved, it stays with the property even if the property is sold. The new owners must comply with all the provisions and conditions of the original permit. Any changes would require resubmission to the Planning Board. The new business will not be open longer than the originally approved hours, nor has it been expanded in any way.

Mr. Mattor asked if the Board would like to place a limit on the number of items on the agenda for each meeting. Mr. Cyr noted that some agenda items will be quick and simple, while others may become quite involved. Mr. Mattor stated that, in order to keep meetings to a reasonable length, the Board has the right to limit the number of items to be considered under both new business and old business. The consensus is that this is not a problem at this time, but could be reconsidered in the future as the Board becomes busier.

Public Comment: None

Next Meeting: Wednesday 26 October 2016.

Adjourn: The meeting was adjourned at 9:10 PM.

Minutes Submitted by Martha Turner, Secretary
Approved by Planning Board 26 October 2016