



PLANNING BOARD

Paul Mattor, Chair
Joe Ponzetti, Vice Chair
Peter Lovell
Heather Sullivan
Jessica Brackett
Trevor Hustus
Bruce Wishart, alternate

Minutes of Planning Board Meeting 14 March 2018

Present: Paul Mattor, Chair; Joe Ponzetti, Vice Chair; Trevor Hustus, Bruce Wishart; Martha Turner, Secretary; Mike Seely, Select Board; Bob Cyr, CEO; Paul Goudreau, Deputy CEO.
Absent: Heather Sullivan, Jessica Brackett, Peter Lovell.

Call to Order: Quorum is present; meeting called to order at 7:05 PM by Chair Paul Mattor.

Minutes: Motion was made and seconded to approve the minutes of 28 February 2018 as presented. Motion carried 3-0-1.

Correspondence: None.

Reports: Mr. Mattor reminded Hollis residents that applications are still being accepted for the new Finance Committee. Mr. Goudreau reported that the Code Enforcement office continues to investigate properties that have missing or expired permits, as well as other code violations.

Old Business: Indian Cellar Tea House, Shoreland Zone Permit #2200-0300. Presented by Sally McGarry, applicant, and Christopher Carroll, architect. Mr. Carroll reported that they have decided to solve the parking problem by installing a concrete chamber septic system that is strong enough to allow parking on top. They will submit a septic plan from Frick Associates.

In discussing the lack of road frontage for this property, Mr. Mattor asked about the ownership of the triangle of land marked on the plan as "area of possible reversionary rights due to discontinuance," and questioned whether the proposed driveway will be crossing that property. The other land around the McGarry's property is all part of the Indian Cellar Preserve. Mr. Mattor suggested they might want to consult with a real estate attorney.

New Business: The Pizza Garage, C.U.P. #2202-4125. Presented by Stephen and Maggie Murphy. Mr. & Mrs. Murphy have submitted an application for a conditional use permit to open a family-oriented pizza shop at 415 Hollis Road, in the former location of The Fox and Hound Bakery. They would like to offer dine in, take out, and delivery, but they will not be offering any served sit-down meals like the previous restaurants. They are leasing the portion of the building that was formerly the bakery. They are not involved in the gas station part of the property. They have provided a copy of their lease, and a copy of their business plan.

Mr. & Mrs. Murphy requested a waiver for the plot plan requirement, noting that the building has been used as a restaurant for many years in that same location, and they do not plan to change the building in any way. In the future, they might want to add a walk-up take-out window, but that is not part of their plan at this time. They plan to be open for lunch and dinner seven days a week, and they will not be serving alcohol.



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Mr. Mattor reviewed the town's Land Use Table and concluded that the proposed use fits under "Food service, mixed use; take out/drive in, restaurants, lounges, cafes >2000 sq. ft. and/or >1000 gallons" which is a conditional use in the EOZ.

Board members discussed the need for a plot plan. The consensus is that at least a sketch plan should be provided, which should show the location of all buildings and parking spaces on the entire property, location of well, septic system, and propane tanks, location of dumpsters, access to and screening of dumpsters, location of existing lighting on the building, location and size of all signs, and location of all plants and other vegetation. For parking space requirements, there must be one space for every three seats, so 75 seats would require 25 parking spaces for customers, as well as spaces adequate for the number of employees who will be scheduled per shift. Mr. Mattor noted that the requirement for a detailed site plan is important to the review and approval process; it will become a permanent record of exactly what is being approved by this Planning Board in case questions should arise in the future.

A question was raised concerning the doorway inside the building between the restaurant side and the gas station side. Mr. Cyr stated that some previous tenants had kept this door closed at all times, and others had left it open. The gas station side does not have its own bathroom. The gas station business is currently leased to a different tenant.

Mr. Hustus made a motion to require a plot plan as part of this application. The motion was seconded and discussed. Motion carried 3-0-1. The application will not be considered complete until the plot plan has been submitted. The site visit and public hearing will be scheduled after the application is determined to be complete.

Public Comment: None.

Plan for Next Meeting: The site walk for the Cape Road Gravel Pit is scheduled for 10:00 AM on Saturday 24 March 2018. Prior to that date, Mr. Mattor will assess the presence or absence of snow cover. In answer to a question raised at the last meeting, Mr. Mattor noted that during any site visit, Board members may go wherever they feel they need to go in order to fully assess the site, include visiting a neighboring residence if invited.

The next regular Planning Board meeting will be Wednesday 28 March 2018.

Adjourn: Meeting adjourned at 8:50 PM.

Minutes submitted by Martha Turner, Secretary
Approved by Planning Board 28 March 2018