

**Kingston Planning Board
Public Meeting
April 07, 2015**

The Chairman called the hearing to order at 6:45 PM. There were no changes to the legality of the hearing.

Members in attendance:

Richard Wilson, Chairman
Glenn Coppelman, Vice Chair
Carol Croteau
Ernie Landry (Alternate)

Adam Pope
Stan Shalett
Peter Coffin

Members absent: Mark Heitz, BOS rep, Richard St. Hilaire (Alternate)

Also in Attendance: Glenn Greenwood, Circuit Rider Planner, Ellen Faulconer, Administrative Assistant.

Dawn Padfield
“Memories” aka Sweet Sundays
95 Exeter Road
Tax Map R36-1-10

Ms. Padfield brought in new plans; once the snow was gone they found there was an elevation issue that needed to be addressed. She explained that this was a discretionary project and they needed to ask for approval for the installation of a ramp off the west side of the deck to assist disabled and elderly patrons as well as those with strollers. She continued that the plan shows the existing structure and deck, the overlay shows the installation of a “u” shaped ramp that meets ADA requirements; the northeast side of the deck will be the entry way for the ramp. The location was reviewed; the total length is 44 feet total – 20 and 24 feet as the length of a section can’t be more than 30 feet per the ADA; the three ft. staircase will be maintained.

Mr. Coppelman asked about cars interaction in the area. Ms. Padfield said there is a cement staircase that goes beyond the ramp which constrains the traffic in this area. Mr. Coppelman explained that he is concerned with taking away area that is already tight for car traffic. Ms. Padfield said that she is hoping this will help with better traffic flow on the site. Mr. Shalett asked about handicapped spaces; Ms. Padfield said there are two already that are being moved to the end of the ramp. The location of the ramp in relation to the building and the street was reviewed. Ms. Croteau asked about deliveries. Ms. Padfield explained that the deliveries only back up to the existing stairs before the ramp; incorrect procedures for deliveries have been addressed. Mr. Wilson said he was pleased that the ramp would be 4 feet wide to accommodate wider wheelchairs. Ms. Padfield explained how the railings and decking would look and noted that an “edge-guard” would be added to comply with ADA railing requirements. Ms. Padfield explained the proposal; she re-iterated that she anticipates that the ramp will help with parking; if needed, she will put up “no parking” signs as needed. Mr. Greenwood confirmed that this

proposal is ok for expedited review. Mr. Coppelman suggested going through the process to confirm the qualifications for expedited review. Mr. Greenwood clarified that it did not need a public hearing process just a public meeting. Mr. Pope confirmed that there is an approved plan on file; there is no change of use; there is no expansion past 7% or 1500 sq. ft.; all other site plan requirements conform and it conforms to the approved site plan. The Board decided that the requirement for the 12 plans was not required as it had come from the Building Inspector and it was ancillary since it was a ramp and not a building addition; Mr. Greenwood stated that the impact was very low.

MM&S that the Board accepts this submission as meeting the qualifications needed for an expedited review and approves the plan as presented. (Motion by Mr. Pope, second by Mr. Coppelman) **Motion carries 5-0-1** with Mr. Croteau abstaining.

The Board continued their discussion about the site regarding a proposal forwarded by the Building Inspector regarding the placement of solar panels on the site. Mr. Wilson noted that the proposed array of solar panels was 133 feet long with 20 feet off the front ROW and no buffer to the right abutter/neighbor. Mr. Wilson said the question for the Board was whether it required site plan review; he suggested that the roof panels were not an issue but the ground panels appeared to be an issue for the Board. Ms. Padfield said they can meet the requirements by going into the paddock it was just that the front area seemed ideal. The Board clarified that there was a 50 feet setback between commercial and residential use. Ms. Padfield said that based on the setback requirements they would need to re-design. The Board suggested placing the panels on the roof; Ms. Padfield will speak with Mr. Coppelman about the location of the panels on his property.

Board decision about whether a review was required: If the solar panels are on the roof, the Board would not require any additional review; if the solar panels are placed on the ground, it would require Planning Board review.

Board Business

Critical Correspondence:

- Letter received re: use at 2 Marshall Road; the file was reviewed; a similar use had been on the site back in 1990; Mr. Pope noted that there had been an approved use for pretty much the same activity. Ms. Faulconer informed the Board that a letter of authorization from the property owner was not received for this proposal.

MM&S that, based on the letter submitted from Fran Carleton dated 3/25/90, no further review is required by the Planning Board pending receipt of the property owner's letter of authorization. (Motion by Mr. Coppelman, second by Mr. Coffin) **PUNA**

Board Elections/Appointments:

MM&S to nominate Richard Wilson as Chairperson. (Motion by Mr. Coffin, second by Ms. Croteau) **Motion carries 5-0-1** with Mr. Wilson abstaining.

MM&S to nominate Glenn Coppelman as Vice Chairperson. (Motion by Mr. Coffin, second by Ms. Croteau) **Motion carries 5-0-1** with Mr. Coppelman abstaining.

MM&S to appoint Mr. Coppelman as the Planning Board representative to the Historic District Commission. (Motion by Mr. Pope, second by Mr. Coffin) **Motion carries 5-0-1** with Mr. Coppelman abstaining.

MM&S to appoint Mr. Shalett as the Planning Board's alternate representative to the HDC. (Motion by Mr. Pope, second by Mr. Coffin) **PUNA**

The Board reviewed the CIP committee membership. Ms. Croteau said that she enjoyed her time on the CIP but would try to remain on as a Budget Committee member. If she is unable to remain on as a BudCom member, the appointments will be looked at again.

MM&S to appoint Mr. Coppelman to the CIP. (Motion by Mr. Coffin, second by Ms. Croteau) **Motion carries 5-0-1** with Mr. Coppelman abstaining.

MM&S to appoint Mr. Landry to the CIP. (Motion by Mr. Coffin, second by Mr. Coppelman) **PUNA**

MM&S to appoint Mr. Coffin to the CIP. (Motion by Mr. Coppelman, second by Ms. Croteau) **Motion carries 5-0-1** with Mr. Coffin abstaining.

RPC Commissioner recommendations: Mr. Coppelman said he would be happy to continue serving; Mr. Wilson said his work schedule had changed since being appointment and while he would continue if no one else wanted to do it, he was happy to let someone else take the position.

MM&S to recommend the BOS appoint Glenn Coppelman as Commissioner to the Rockingham Planning Commission. (Motion by Ms. Croteau, second by Mr. Coffin) **Motion carries 5-0-1** with Mr. Coppelman abstaining.

MM&S to recommend the BOS appoint Peter Coffin as Commissioner to the Rockingham Planning Commission. (Motion by Mr. Coppelman, second by Mr. Wilson) **PUNA**

Correspondence, continued:

- Notice of Violation re: sign at 1 Meeks Rd. sent by BOS
- Letter from BOS re: Lancaster property
- Memo re: ZBA hearing re: Bartlett, Ball Rd.
- Memo re: ZBA hearing re: Sands Lane
- Budget report
- Spring Conference Information – the Board approved Mr. Coffin attending the conference.
- Letter from CCL re: Travis McConnell site on Rte. 125; Ms. Faulconer will check with Inspectors to see if there are still compliance issues on the site; if the site is not in compliance, Ms. Faulconer will contact Mr. McConnell about the Board doing a site walk on the 18th or the 25th.

- Letter of enforcement from BOS sent to 2 Spruce Lane
- Letter from abutter re: Mr. Mike's and signage issues; Mr. Coppelman stated that regardless of what the signs say, there is a sign ordinance and they should comply with it. Mr. Pope said the sign is lit and it changes, it is electronic. Mr. Wilson would like to see the signs prior to sending out an enforcement request. The Board instructed Ms. Faulconer, without going on the property, to take pictures of signs and send to the Board.
- Letter from RPC re: dues
- Letter from Unitil about posting road bond.
- Reviewed Kolov issues regarding signs; the Board agreed that the only dealer reviewed for the site was Mr. Kolov, no other dealers/activities were approved at this time. Ms. Faulconer explained that she had suggested to one of the proposed dealers that they all get together to determine the uses they wanted for the site and get a letter to the Board. The Board agreed with that recommendation.
- Review of pending enforcement action at 107 N. Boston Road; currently no updates available; the Board is hoping for BOS input. Mr. Wilson stated that he saw a car up on stands with all four tires off and the vehicle being worked on this date.
- Mr. Landry's oath of office was received.

Upcoming projects

Possible projects were reviewed. Ms. Faulconer had several items listed that Board members had previously suggested; all the items will be placed on the proposed projects list. Mr. Wilson said he wanted to make sure one of the projects involved using and designing the Technical Review Committee. Ms. Faulconer to add the clarification of perpendicular side and rear lot lines.

Board Business, continued:

- Mr. Coffin said that he sent out an email regarding a GPS tool/seminar he went to
- Mr. Wilson reminded the Board that when emails are sent to Board members, they needed to be printed and put in a folder for any public to review; he suggested sending information to Ms. Faulconer to distribute.
- Upcoming agenda reviewed
- Mr. Coffin reviewed the upcoming ZBA hearing

MM&S to adjourn at 8:15. (Motion by Mr. Coppelman, second by Mr. Pope) **PUNA**