

**Kingston Planning Board  
Public Meeting  
Minutes**

**November 7, 2017**

The Chairman called the meeting to order at 6:48 PM. There were no challenges to the legality of the meeting.

Members in attendance:

Glenn Coppelman, Chair  
Peter Coffin, V. Chair  
Carol Croteau  
Ernie Landry, Alternate

Chris Bashaw  
Lynne Merrill  
Ellen Faulconer, alternate

Members absent: Mark Heitz, BoS rep., Peter Bakie, Robert Pellegrino, Alternate

Also in Attendance: Glenn Greenwood, Circuit Rider Planner

Mr. Coppelman introduced the Board; he announced that Mr. Landry would be a voting member this evening.

Mr. Coppelman moved a letter in correspondence out of order as the property owner was in the audience.

**Board Business**

**Correspondence:**

- Release of bond for property at tax map R11-10 approved and signed by the Chair.
- Budget vs. Actuals reviewed
- Purchase of Right-to-Know book approved
- Purchase of Map Holders approved
- Invoice from CCM approved and signed by the Chair
- Letter from Building Inspector re: Mulligan Way received and put in the file for the hearing; notice requirements confirmed as 12 calendar days.
- Abutter's notice for PH for Hawk's Ridge (Diamond Oaks) returned as incorrect address; Ms. Faulconer will find correct address and mail again; the applicant will need to pay for the mailing; the Board is requiring a \$500 escrow; with the requirement that if more is needed, the applicant will need to provide it.
- Liquor Commission request re: Saddle Up; Ms. Faulconer explained that the Inspectors and Police Chief are dealing with this; it is informational for the Board.
- Notice of upcoming ZBA hearings:
  - There was discussion about giving input on the upcoming inputs, as requested from the ZBA; the Board consensus was that granting a variance to the sign ordinance for signs on the fence was a complete contradiction to the spirit and intent of the ordinance (Mr.

Bashaw); concern with setting precedence (Ms. Merrill); safety issues regarding distractions along the highway (Ms. Faulconer); clear signage for the businesses already exists (Mr. Coffin); provisions for the signage already exists (Mr. Coppelman); each business already has its own sign (Ms. Croteau).

Ms. Merrill added that during the creation of the sign ordinance, there had been great participation from area businesses. The Board reviewed the other two proposals before the ZBA and had no comments. Mr. Greenwood noted that it had been the Planning Board that had requested the enforcement action for the removal of the signs on the fencing at the plaza.

The Board agreed to have Ms. Faulconer send a letter to the ZBA noting the issues discussed by the Board: contrary to spirit and intent of the ordinance, setting a dangerous precedent regarding placement and signage, distractions causing safety issues and hazards along the highway, plenty of opportunity provided for signage for the plaza and individual businesses within the existing ordinance without granting any variance; it was also noted that the owner has taken full opportunity of those opportunities.

- T-Mobile/Crown Castle request for a propane generator; the Board reviewed; cell tower requirements were discussed; the Board determined that no further review was required for the proposal per the letter provided.
- Building Inspector letter re: cell tower requirements; check Town requirements with Federal Statute referenced in the letter.
- Letter from RCCD re: Solar Hills; this letter will be added to the file to be reviewed at the 11/21 hearing.
- 2 Invoices from RCCD – approved and signed.
- Letter received from DTC law firm re: Solar Hills Subdivision; this letter will be added to the file for the 11/21 hearing.
- Letter dated 11/6/17 from Costas Contracting about the use of the Kinney Property for storage of vehicles; Mr. Greenwood visited the site and noted that the site was “challenged” with the only “unchallenged” portion being the area where Mr. Costas has started to clear/clean-up for his use. He said there is a gravelized asphalt area but the rest of the site is abysmal. Ms. Merrill asked if there was proper drainage in this area; Mr. Greenwood said the area is flat; he added that he does not have a recollection of an approved site plan; Mr. Coppelman questioned that as well. Mr. Greenwood noted that he was surprised by the number of vehicles on the site. Mr. Costas explained that he would like to park up to 8 construction vehicles; the area that Mr. Kinney has allotted to him can accommodate that many. Mr. Coppelman suggested that this is an expansion of what is going on there now. Mr. Greenwood said that he hadn’t looked at the files but he couldn’t remember a review of the site by the Board. Mr. Coffin said he remembered the Building Inspector filing a complaint on the number of used cars with issues being raised about the area being used for storage by a car dealer. Mr. Greenwood said that currently, there are cars stored everywhere on the site. Mr. Coffin said that in the past, if a site was not in compliance and expanding, they had to come in to the Board for review. Mr. Greenwood noted that telephone poles had been placed for electricity and the Town’s Electrical Inspector had said there had been no approval. Mr. Greenwood said he would check the Town’s files for any type of historical site plan. Ms. Faulconer noted that on

the plan provided, there was only a 30 foot setback from abutting residential property; the plan shows the lights being on all night. Ms. Merrill stated that it would need to comply with the Town's lighting ordinance. Mr. Coffin asked what the screening and buffer was; Mr. Coppelman asked how much of the screening was on the owner's property. Ms. Costas noted that he has two 40-foot trailers, two 20-foot trailers, 6 trucks and one 40-foot travel trailer to be stored in this area. Mr. Greenwood said he should check to see what the Planning Board has in the file and what the Board of Selectmen (BoS) has for enforcement issues in the property file. Mr. Coppelman asked if the site had been turned into a junkyard. Mr. Costas explained that Subaru drops off cars; there are also boats and RV's on the site; he wants to grade and to the whole parking lot. Mr. Coffin said the proposed change may be positive but it sounds like it needs a site plan. The site location was reviewed. Mr. Coppelman said that Mr. Greenwood needs to gather information and get some history and report back to the Board. Mr. Costas asked if he could get power down to this area now. Mr. Greenwood answered not at this point; the Board agreed.

- Fireplace Outlet: the Board reviewed letters regarding expansion on the site; by Board consensus, Ms. Faulconer will complete request for enforcement action to be forwarded to the BoS.
- Mr. Coffin noted the non-conforming signs at Campers Inn had been removed.
- Ms. Faulconer to check to see if the non-conforming signs at Swings and Things had been removed and report back to the Board.
- Ms. Faulconer to follow-up with DES on the letter of deficiencies sent by them to Landscaper's Depot.
- Review of next meeting dates: 11/21, 12/5, 12/12, 1/2 and 1/16.

Review of 10/3/2017 minutes; correction: Ms. Croteau listed as absent twice; Mr. Bakie was absent.

**MM&S to accept the 10/3/17 minutes as amended.** (Motion by Mr. Coffin, second by Mr. Coppelman) **Motion carries 3-0-3** with Mr. Bashaw, Ms. Croteau and Mr. Landry abstaining.

### **Projects Update**

Mr. Bashaw apologized for dropping the ball on his project as his schedule had become, unexpectedly, extremely busy.

Mr. Landry said he had a new project as he had reviewed HDI and HDII maps for the Historical Resources Chapter and found some discrepancies between the explanatory list versus the district description and tax map designations on the property cards. Some of the lots had been inadvertently omitted on the list. Mr. Greenwood explained that since there were no changes to the zone description or the tax maps, it would be an editorial change and not create a conflict. Mr. Coppelman confirmed that it would just be listing the 5 lots that were left off the list; they were included in the zoning description/designation. Mr. Landry will bring it back to the Board for review along with the tax maps and property cards. This will be looked at again at the Board's next work session on Dec. 5, 2017.

Ms. Merrill reviewed the zoning review update; she stated that there was some “low-hanging fruit” that she and Mr. Greenwood will come back for the Board to address at the December meeting as they are easy changes but through their review, they realized that this is a huge topic that needs to be discussed and reviewed in depth; the Board needs to decide what would be best included in specific zones, the entrances to Town, the industrial zone and possible changes. They are suggesting that the discussion needs to include forward-thinking including other ways to look at residential developments and the village concept with stores and shops and residences interacting and to determine if there are some areas where this would work. Ms. Merrill referenced ideas in Bedford, Londonderry and Salem with some of the minor concepts possibly working in Kingston suggesting that the way we live fit into not only now but the future adding that the way we live now in 2017 is different from how we lived in 1957. Ms. Merrill added that some of the ideas would fit into those ideas from Envision Kingston as well. Due to the nature of this proposal, she and Mr. Greenwood would bring in a framework for the Board to look at in 2018 with some quick fixes coming in for December.

**Board Business, continued:**

- Mr. Coppelman asked how the Assisted Living facility was progressing; Ms. Faulconer said the last she knew from her discussion with the attorney, they expected to have something definitive from the State around November 9<sup>th</sup>.
- Mr. Coffin asked for any updated information regarding roosters. Mr. Greenwood said that Durham requires that all animals be in an enclosed shelter until 6:00 AM. He was told that this does provide some sound attenuation. He stated that he had contacted the resident who brought this to the Board and expected a possible warrant article.
- Ms. Croteau brought up a new business at the CT Plaza, Fit-body Transformation. The Board decided to send a letter explaining the process for approval and the Business Occupancy Permit requirement; Ms. Faulconer will prepare the letter from Mr. Coppelman to sign.
- Mr. Greenwood was going to look into requirements/recommendations for distance between test pits; Mr. Greenwood will follow-up on this; he explained that this was a regulation so does not need to meet the timelines/requirements for warrant.

**MM&S to adjourn at 8:27 PM.** (Motion by Mr. Coffin, second by Ms. Croteau) **PUNA**