

## KINGSTON PLANNING BOARD

April 6, 2021

### Public Hearing

#### Minutes

The Chairman called the hearing to order at 6:31 PM; he noted a quorum present through the Zoom platform for a remote hearing; there were no challenges to the validity of the hearing. Mr. Coppelman began the hearing by reading the Right-to-Know checklist explaining the requirements, workings and access information for the remote hearing via the Zoom platform; contacting the Planning Board through emails and phone during the meeting was also noted as available. Mr. Coppelman explained that Glenn Greenwood was the host for the meeting.

A roll call vote of the Board members present occurred; each member noted whether any one was present with them in the room while attending this meeting.

#### Members present:

Glenn Coppelman, Chair; alone	Peter Coffin; alone
Lynne Merrill, V.Chair, alone	Peter Bakie, alone
Robin Duguay, alone	Ellen Faulconer, Alternate, alone in room
Chris Bashaw, alone	
Richard Wilson, Board of Selectmen (BOS) rep., alone	

Also present: Glenn Greenwood, Planner

Absent: Steve Padfield, Alternate; Dennis Quintal, Town Engineer

Mr. Coppelman noted that Mr. Quintal was contacted so he would know he didn't have to attend the meeting as there were no public hearings this evening; he reviewed the agenda adding that Ms. Merrill had an item she wished to introduce.

#### **Board Business**

- Re-label "Critical Correspondence" to "Correspondence"
- **Voluntary Lot Merger** request form received from the BOS related to the new fire station, Lots U11-13 and U11-14, 148 Main Street and 4 Rockrimmon Road. Mr. Greenwood explained that the Planning Board reviews these requests to confirm that it doesn't conflict with zoning; this request does not.

**MM&S to authorize the Chairman to sign the voluntary lot merger form to merge lots U11-13 and U11-14.** (Motion by Ms. Merrill, second by Ms. Duguay) Roll Call Vote:

Mr. Coppelman – yes	Mr. Coffin – yes	Mr. Bakie – yes
Ms. Merrill – yes	Ms. Duguay – yes	Mr. Bashaw – yes
Mr. Wilson – yes	<b>Motion Passes Unanimously (PUNA)</b>	

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*PB Hearing*

*April 6, 2021*

*Accepted as presented 5/4/2021*

The Board will be notified when the BOS have signed the required three originals so Mr. Coppelman can then sign them.

- Mr. Greenwood reviewed a previous action of the Board for clarification regarding a requested use on **Bob White Drive**. The Board re-confirmed that any property can “till and grow” which would allow for flowers or vegetables to be grown on the site but that this particular zone would not allow for a farm stand nor would it allow for the items to be sold on the site and picked up at that location but it would allow the owners to grow the flowers and deliver then off-site and sold, such as to a florist, as an example; the buyer could not pick-up at the site. Mr. Greenwood will contact the owners.
- Letter received and distributed to the Board regarding: **Installation of concrete pads at John’s Truck and Auto**; the process and requirements for Expedited Site Plan review were reviewed; the Board questioned whether there would be a need to record the plan; notify abutters; required submissions; Mr. Coffin suggested they be put on the agenda and check off the requirements noted under “expedited review” to see if they met the qualifications; Mr. Wilson stated that he agreed.

**MM&S to add John’s Truck and Auto to the meeting agenda on May 4<sup>th</sup> at 6:45 for “conceptual consultation for expedited review”.** (Motion by Mr. Coffin, second by Ms. Duguay) Roll Call Vote:

Mr. Coppelman – yes

Mr. Coffin – yes

Mr. Bakie – yes

Ms. Merrill – yes

Ms. Duguay – yes

Mr. Bashaw – yes

Mr. Wilson – yes

**Motion Passes Unanimously (PUNA)**

- Construction Cost Estimate and Construction Bond Worksheet for **Fieldstone** was received from the Town Engineer.

**MM&S to authorize the Chairman to sign-off on the Construction Cost Estimate and Bond reduction worksheet (Fieldstone Bond).** (Motion by Mr. Coffin, second by Mr. Wilson) Roll Call Vote:

Mr. Coppelman – yes

Mr. Coffin – yes

Mr. Bakie – yes

Ms. Merrill – yes

Ms. Duguay – yes

Mr. Bashaw – yes

Mr. Wilson – yes

**Motion Passes Unanimously (PUNA)**

- Mr. Coppelman noted that the revised **Condo. Docs. for Diamond Oaks** were just received and sent to the Board for their review prior to the next public hearing. Ms. Faulconer asked the Board to confirm whether they should be reviewed by the Board’s attorney.

**MM&S to send the Diamond Oaks updated condo. Docs. to legal counsel for review.** (Motion by Ms. Duguay, second by Mr. Coffin) Roll Call Vote:

Mr. Coppelman – yes

Mr. Coffin – yes

Mr. Bakie – yes

Ms. Merrill – yes

Ms. Duguay – yes

Mr. Bashaw – yes

Mr. Wilson – yes

**Motion Passes Unanimously (PUNA)**

Mr. Greenwood will send to the attorney on Thursday and once his feedback is received, it will be put on the agenda; Mr. Coppelman advised the Board to send any comments to Ms. Faulconer and Mr. Greenwood.

- The Board reviewed the **training** tentatively scheduled for May 4<sup>th</sup> that has been offered by Dana Truslow. Mr. Coppelman read the proposal that was expected to last about ½ hour and then have questions from the Board. Ms. Duguay said it was a great idea. There were no objections from any Board member. Ms. Faulconer will confirm with Ms. Truslow.
- Letter received from “Lace and Twigs” re: occupancy at **34 Church Street, Unit 10**; a photography studio, one employee, hours of operation: 8 AM to 9 PM. Mr. Coppelman stated that this location was an approved commercial/retail site.

**MM&S that the “Lace and Twigs” letter requires no further review by the Planning Board.** (Motion by Ms. Merrill, second by Mr. Coffin) Roll Call Vote:

Mr. Coppelman – yes

Mr. Coffin – yes

Mr. Bakie – yes

Ms. Merrill – yes

Ms. Duguay – yes

Mr. Bashaw – yes

Mr. Wilson – yes

**Motion Passes Unanimously (PUNA)**

Ms. Faulconer stated that the applicant is aware of the need of an approved Business Occupancy Permit and will be reminded of the need of a Sign Permit.

- Ms. Merrill stated that she had been keeping a **log of items** that might need further discussion during the year:
  - Wetland Ordinance
  - Impervious Surfaces/Pervious Pavement
  - 200 ft. setback for Innovative Zoning being allowed for drainage
  - Structure definitions aligned: P2-4 and 201-2N
  - August 2008 letter regarding the professional who needed to sign items such as condo. floor plans.

Mr. Coppelman noted that any items that were regulations would be done at any time during the year. Mr. Greenwood suggested getting the Stormwater Center at UNH to come to speak to the Board about pervious pavement; they could give the results of years of review. Mr. Greenwood suggested that the Board might want to look at their site. The Board agreed this was a good idea. Mr. Greenwood will see if they are available to meet with the Board for May 4<sup>th</sup> with June 1<sup>st</sup> as a secondary choice.

The Board continued discussing the process of reviewing the list suggested by Ms. Merrill: Wetlands is an ordinance; Impervious Surfaces would be in regulations; Innovative Zoning is an ordinance; the item regarding the condo. floor plan might be State law, RSA 310-A:74 was mentioned. Mr. Greenwood suggested the possibility of adding this to the regulations. The Board suggested reviewing “definitions” throughout the book for any changes that might be necessary; Ms. Faulconer said she had begun work on this during “home hours” during the initial stages of the pandemic.

Mr. Coppelman suggested that Ms. Merrill, Mr. Greenwood and Ms. Faulconer could sort this items/issues out and add to the upcoming agendas for the Board to work on each month during work session. Mr. Wilson suggested that it may be time to go through all the chapters in the book to review again.

**Minutes:**

Mr. Coppelman asked the Board to make a motion regarding the January 27, 2021 minutes. Ms. Merrill noted a correction on P. 4, the third motion which was to correct "Ms." Bakie to "Mr." Bakie.

**MM&S to accept the January 27, 2021 minutes as amended.** (Motion by Ms. Merrill, second by Ms. Duguay) Roll Call Vote:

Mr. Coppelman – yes	Mr. Coffin – yes	Mr. Bakie – yes
Ms. Merrill – yes	Ms. Duguay – yes	Mr. Bashaw – yes
Mr. Wilson – yes	<b>Motion Passes Unanimously (PUNA)</b>	

**MM&S to accept the July 7, 2020 minutes as presented.** (Motion by Ms. Merrill, second by Mr. Coffin) Roll Call Vote:

Mr. Coppelman – yes	Mr. Coffin – yes	Mr. Bakie – yes
Ms. Merrill – yes	Ms. Duguay – yes	Mr. Bashaw – yes
Mr. Wilson – yes	<b>Motion Passes Unanimously (PUNA)</b>	

**MM&S to accept the July 21, 2020 minutes as presented.** (Motion by Ms. Merrill, second by Mr. Coffin) Roll Call Vote:

Mr. Coppelman – yes	Mr. Coffin – yes	Mr. Bakie – yes
Ms. Merrill – yes	Ms. Duguay – yes	Mr. Bashaw – yes
Mr. Wilson – yes	<b>Motion Passes Unanimously (PUNA)</b>	

**Driveway Discussion:**

Mr. Coppelman noted that this was an item brought up by the BOS. Ms. Faulconer sent out the pertinent RSA's to the BOS and the Planning Board members as requested. Mr. Wilson said that the areas of concern were that they would be hiring a Code Enforcement Officer and they would be getting stricter and it would be easier for the Code Enforcement Officer to come to BOS meetings; they are adopting that when submitting septic plans, the driveway should be shown on the plan; he noted that paragraph 5 of the RSA says that the Planning Board can give authority to the Road Agent or BOS or other qualified people. He added that the Planning Board would still have full say over subdivisions. Mr. Coppelman noted that the Driveway Regulations gives the authority to the Road Agent. The Board asked Mr. Wilson what was the need for the change, Mr. Wilson stated that he really didn't see the point of the change. Mr. Coppelman said that the Planning Board doesn't typically see a driveway permit except if it didn't meet the requirements. Ms. Merrill said that, per the RSA, the Board delegated the Administrative duty to the Highway Agent and questioned that now, instead, it would be given to the Board of Selectmen? When asked about the need for the change and why it was needed and what it would accomplish, Mr. Wilson said that he would bring this back to the Board and ask the Planning Board to move the discussion to another night.

Updated PB handbook: Mr. Bashaw and Mr. Bakie confirmed that they were all set with the electronic version.

Mr. Wilson announced that he was officially the Health Officer at this point; the BOS were taking applications but none had been received at this point.

Mr. Coppelman asked for any public comment; there was none.

Mr. Coppelman declared the meeting adjourned at 7:44 PM.