

**PLANNING BOARD**  
**TOWN OF PETERBOPROUGH, NH**

Minutes of June 11, 2018

**Members Present:** Ivy Vann, Dario Carrara, Joe Hanlon, Bob Holt, Alan Zeller Tyler Ward (*Select Board Liaison*); Ed Juengst (*Alt*); Sarah Steinberg Heller (*Alt*)

**Staff Present:** Peter Throop, Director, Office of Community Development; Kristin Bixby, Department Clerk, Administration

Chair Vann called the meeting to order, noting that this is a regularly scheduled meeting of the Planning Board for June, and introduced the Members and Staff. She noted that Andrea Cadwell had to step down from the Planning Board in her role as an alternate, due to health reasons. Chair Vann then noted that Sarah Steinberg Heller, who was present in the audience, had expressed interest in being an alternate. By voice vote, all members present favored the appointment of Sarah Steinberg Heller as a Planning Board Alternate. *Due to the late arrivals of Dario Carrara and Bob Holt to this meeting, they are considered to have been “abstained” from this vote.*

**Minutes:**

A motion was made/seconded (Zeller/Hanlon) to approve the Minutes of May 14, 2018 as written, with all in favor.

**Moving Order of Agenda**

Mr. Holt arrived late and took his place. The Board had a brief discussion with Mr. Throop about wanting to wait to vote for the Planning Board Chair and Planning Board Vice Chair until after Mr. Carrara could join the Board, since he and Mr. Galus would make two Board members not present for the vote. In the meantime, Mr. Hanlon moved to seat the now two alternates, Ms. Steinberg Heller and Mr. Juengst, seconded by Mr. Ward. By voice vote, all were in favor.

**Continued Public Hearing** – *Two Lot Subdivision of a 174.57-acre parcel owned by Lavinia Clay, located in the Family District, Parcel Number U024-021-000, located at 188 Old Street Road.*

Chair Vann opened this Hearing and recommended to continue the discussion to the Planning Board meeting on July 9, 2018, beginning at 6:30 PM. By voice vote, all were in favor. No testimony was given at tonight’s meeting.

**Continued Public Hearing** – *161 Wilton Road, LLC is requesting approval of a plan to subdivide a 6.96 acres parcel off of Church Street, Parcel Number U019-001-100, into 19 lots and construct a new town road. The project is located in the General Residence Zoning District and will require a Conditional Use Permit in accordance with the standards set forth in Traditional Neighborhood Overlay Zone II. This project replaces a previously approved 28-unit condominium subdivision that was never constructed.*

Chair Vann opened this Hearing and recommended to continue the discussion to the Planning Board meeting on June 18, 2018, beginning at 6:30 PM. By voice vote, all were in favor. No testimony was given at tonight's meeting.

**Public Hearing:** *Site Plan Review for the Cobbs at Noone Falls, located at 50 Jaffrey Road, Parcel Number U020-024-000. The purpose of the hearing is to consider a proposal to develop a single story parking garage to serve the residential condominiums on the property. This property is located in the Commercial Zoning District.*

Chair Vann then asked the Applicant, Charlie Cobb, to present his case. Mr. Cobb passed around handouts to Board Members that showed the garage layout. He noted that Meridian Land Services will have the official mylars for signing at some point next week. He asked if he was correct in assuming that after the mylars are signed he would then be able to start the process of getting a building permit. Chair Vann confirmed. Mr. Cobb went on to talking about the garage, noting that it will take up the area of 17 existing parking spaces. Mr. Cobb also noted that when he had previously discussed this proposal with the Zoning Board of Adjustment, they had asked him about the garage having windows and had expressed concern with the amount of light shining through from headlights. Also, the lights installed in the garage itself were automatic. Chair Vann clarified that the Planning Board wants the windows on the garage, and that they should not be removed from the plans. Mr. Cobb noted that the garage has been designed by an architect, and that he does not believe its presence affects any of the abutters, to which an abutter in the audience started to interject.

Chair Vann clarified the process of a Public Hearing where the applicant presents their case followed by questions from the Board, opening the public hearing to the audience for questions and comments, closing the hearing and Board deliberation and decision.

Mr. Ward said that he thought it was a lovely plan for a garage. He also noted that right now with the parking lot, 17 cars' headlights could be shining anyways, and doesn't see why the light shining through a window would be more of a concern. The presence of the windows break up the appearance of what would otherwise be a wall.

Mr. Cobb then asked if the window design would work better if the windows were opaque. Chair Vann told the applicant to not bother, as she thought opaque windows would be less effective aesthetically. She noted that in the end, this level of detail is up to the applicant to determine.

Mr. Ward asked whether snow removal would be an issue, concerned about the snow from Old Jaffrey Road building up past the right of way and into the area where the proposed garage would go. Mr. Cobb noted that in the past, the snow has never gotten into the parking lot, so it shouldn't be an issue.

Mr. Zeller noted the staff report that the members had received from Mr. Throop, about the lighting not being able to exceed 1650 lumens. He asked if that was an erroneous number, as he thought he had 125-lumen lights on his property that were already bright. Mr. Throop suggested that he may be thinking of foot candles, and that the lumen is a smaller measurement. Chair Vann added that the "1650 lumens" amount is what is required in the Ordinance.

Mr. Throop noted that every project when constructed has slight deviations, which is why the Town always asks for plans once the project has been complete, to see if any changes would need to be approved administratively or, occasionally, by a land use board.

Chair Vann formally opened the Hearing for input from abutters.

An abutter who resides across the street from Noone Falls inquired about the height of the proposed parking garage, as she was curious whether it would block her view of the river. Mr. Cobb answered that it would be 17'6". The abutter added that she would not be able to see the river with 17 more feet. Mr. Cobb responded that the purpose behind the proposed garage wasn't to block anyone's views, and that the additional height of the cupola would be the only thing in his mind that would block the line of sight. The abutter mentioned that right now, she can see the river from every room in her house, and that may change with the addition of the proposed structure. Mr. Cobb said he did not know how to further answer this inquiry.

Chair Vann closed the public session of the Hearing.

### **Board Deliberation**

Mr. Holt moved that the application was substantially complete. Mr. Holt and Mr. Throop discussed the necessity of the light fixtures being full cut-off.

A motion was made/seconded (Hanlon/Zeller) to approve the application, with the condition of the lighting on the proposed structure's fixtures to equal less than 1650 lumens and fully cut-off, with all in favor.

### **Election of Officers:**

Before the election began, Dario Carrara was seated as a member, and Sarah Steinberg Heller was removed, having fulfilled her duties as an alternate.

Mr. Juengst moved for the election of Bob Holt as Planning Board Chair, seconded by Mr. Hanlon. All were in favor.

Mr. Hanlon moved for the election of Ivy Vann as Planning Board Vice Chair, seconded by Mr. Zeller. All were in favor.

### **Other Business:**

Mr. Throop gave Bob Holt a handout that regarded the details of the roles and responsibilities of the Planning Board Chair, and was asked to look it over at home,

Vice Chair Vann passed around a handout (see attached) to Board members that delineated the issues that came up when trying to change the Zoning Ordinance. She asked everyone to take it home to see if she missed anything. Vice Chair Vann added that the Board will be hiring a consultant to make necessary adjustments and provide more visual components to the proposal. She noted that a big concern expressed by the public was that they weren't able to visualize a built-out neighborhood that conformed to the proposed ordinance.

Mr. Throop added that he would be having a meeting with Mark Fernald tomorrow [June 12<sup>th</sup>] to discuss some of the concerns he had with the proposed ordinance. He noted that he would make himself available to others who wanted to meet and go through specific concerns. Vice Chair Vann mentioned that the Board may want to have information sessions with individual neighborhoods as well, especially in places like Hunter Farm Road, Cheney Avenue, High Street, and Summer Street. She added that whoever is hired as a consultant could share their own thought on how to approach these types of meetings.

Mr. Carrara asked where the funding for the consultant was coming from. Vice Chair Vann said that Town Administrator Bartlett is taking care of it.

Chair Holt asked the Board if they had anything else they would like to discuss. He then said that he would entertain a motion to adjourn.

A motion was made/seconded (Vann/Hanlon) to adjourn the June 11<sup>th</sup> Planning Board meeting. All were in favor.

The meeting adjourned at 7:02 PM.

Respectfully submitted,

Kristin Bixby  
*Department Clerk*  
Administration