

**TOWN OF TUFTONBORO
PLANNING BOARD
May 6, 2021
APPROVED MINUTES**

Members Present: Matt Young, Chairman, Gary Qua, Vice-Chairman, Bill Marcussen, Selectmen's Representative, Carol Bush, Kate Nesbit, Laureen Hadley, Members, George Maidhof, Alternate.

Member Absent: Tony Triolo, Member.

Staff Present: Lee Ann Hendrickson, Administrative Secretary.

Chairman Young opened the meeting at 7:00 PM at the Tuftonboro Town House.
Chairman Young appointed George Maidhof, Alternate, to sit in for Tony Triolo, Member.

I. Public Comment

Matt Young stated the Verizon Wireless application has been continued because the RF engineer's report has not been submitted.

Ken Hoover asked if there are three new cell towers being proposed.

Matt Young stated the Planning Board has only received one application at this point.

Ken Hoover questioned the purpose of the RF engineer's report.

Matt Young stated the Board can take information regarding the cell tower application however, cannot respond as there is no applicant present.

Ken Hoover addressed the height of the tower and it being unsightly. He questioned the amount height allowed for the canopy and expressed concern that the tower is taller than what is allowed. He referenced the Master Plan; noting the proposed height of the tower would be contrary to such.

II. Approval of Minutes

April 15, 2021

Correction: Page 2, Other Business, Virtual Meetings, 1st paragraph, 2nd line; add "not" following "could"

It was moved Bill Marcussen and seconded by Carol Bush to approve the April 15, 2021 Planning Board minutes as amended. All members voted in favor. The motion passed (7-0).

III. Public Hearings

Richard E. & Mary P. Rowsell

Tax Map #15-3-38

2-Lot Subdivision

Rick Rowsell stated the parcel is 4.5 acres and would like to divide the parcel into one 2-acre lot and one 2.55-acre lot.

Matt Young asked if the monuments have been set.

Staff replied no.

Matt Young asked if there are any liens or easements on the property.

Rick Rowsell replied no.

Matt Young confirmed there are no wetlands on the property.

Rick Rowsell stated the property is forested.

Gary Qua questioned the 4K area delineated on the plan.

Staff stated if a property is subdivided and the lots are less than five acres in size as a result of the subdivision then a 4K area is required to be delineated on the plan, per NHDES, to demonstrate the lot can support development. She stated the applicant has submitted a subdivision application to NHDES however, approval has not yet been received; recommending such be a condition of approval. She stated Cynthia Balcius performed the wetland delineation.

Matt Young asked if both lots are required to show the 4K area; noting the 4K area is only delineated on one of the lots.

Jim Rines replied yes, if the lot is less than five acres in size.

It was moved by Gary Qua and seconded by Carol Bush to accept jurisdiction of the application. All members voted in favor. The motion passed (7-0).

It was moved by Gary Qua and seconded by Kate Nesbit to open the public hearing. All members voted in favor. The motion passed (7-0).

No comments from the public.

It was moved by Carol Bush and seconded by Gary Qua to close the public hearing. All members voted in favor. The motion passed (7-0).

Matt Young reviewed the following recommended conditions of approval;

1. A test pit shall be conducted on the 2.55 parcel and the plan shall be revised to reflect a 4K area on said parcel.
2. The applicant shall set the boundary monuments and submit a Certificate of Monumentation relative to such.
3. The approval is subject to receipt of the following State permits and any conditions attached thereto;
 - a. NHDES Subdivision
4. The applicant shall submit a Mylar plan for recording at the Carroll County Registry of Deeds.
5. The applicant shall submit payment of all recording fees prior to the signing and recording of the plan.

It was moved Gary Qua and seconded by Kate Nesbit to approve the Richard E. and Mary P. Rowsell 2-Lot Subdivision application, Tax Map 15-3-38, subject to the recommended conditions of approval. All members voted in favor. The motion passed (7-0).

**Swift Family Trust
Tax Map #54-2-3
2-Lot Subdivision**

Jim Rines, White Mountain Survey & Engineering, oriented the Board to the location of the property. He stated the applicant wishes to subdivide the lot to separate the business, 603 Motorwerks. He stated the property is located in the Neighborhood Business District which requires a lot size of one acre with 100' of frontage. He stated the subdivision will create two lots; Lot 1 being 11.01 acres with 50.04' of frontage on Middle Road/Route 109-A and 139.75' of frontage on Homestead Lane and Lot 1 being 2.82 acres with 314.95'

of frontage on Middle Road. He stated Lot 2 will have an access easement over Lot 1 to continue using the existing access to the existing business. He stated Lot 2 will require NHDES Subdivision approval.

It was moved by Kate Nesbit and seconded by Laureen Hadley to accept jurisdiction of the application. All members voted in favor. The motion passed (7-0).

Matt Young asked if the monuments have been set.

Jim Rines replied no.

Gary Qua questioned the setbacks.

Jim Rines reviewed such.

It was moved by Gary Qua and seconded by Carol Bush to open the public hearing. All members voted in favor. The motion passed (7-0).

Robert Dalton, Middle Road, stated he supports the proposal.

It was moved by Bill Marcussen and seconded by Carol Bush to close the public hearing. All members voted in favor. The motion passed (7-0).

Matt Young asked if NHDOT Change of Use is required.

Jim Rines stated he has emailed an application requesting an amendment to the existing permit.

Matt Young reviewed the following recommended conditions of approval;

1. The applicant shall set the boundary monuments and submit a Certificate of Monumentation relative to such.
2. The approval is subject to receipt of the following State permits and any conditions attached thereto;
 - a. NHDES Subdivision
 - b. NHDOT Amended Driveway Permit
3. The applicant shall submit a Mylar plan for recording at the Carroll County Registry of Deeds.
4. The applicant shall submit payment of all recording fees prior to the signing and recording of the plan.

It was moved Carol Bush and seconded by Bill Marcussen to approve the Swift Family Trust 2-Lot Subdivision application, Tax Map 54-2-3, subject to the recommended conditions of approval. All members voted in favor. The motion passed (7-0).

Swift Family Trust

Tax Map #54-2-3

Site Plan Review; Expansion of existing repair business

Jim Rines stated the applicant proposes a 52'x48' three-bay addition and an 18'x20' waiting area and office space addition to an existing auto repair business. He stated the additions require an additional three parking spaces and oriented the Board to the location of such. He stated gravel is proposed; noting drainage computations were submitted and reviewed such. He stated there is no offsite stormwater runoff. He stated Section 5.2.B requires a buffer strip of at least 25' between residential and non-residential uses; noting existing vegetation is allowed to satisfy the requirement therefore, a 25' buffer of natural vegetation has been preserved between the three southerly parking spaces. However, he stated the existing parking area adjacent to the driveway, which will now become a boundary line to the parent tract and does not maintain the required 25' buffer. As such, he stated a waiver from Section 5.2.B. is requested. He stated a waiver from

Section 5.9.D is also being requested; noting such requires pavement as a finish course on the parking lot. He stated that while the applicant wishes to pave the parking lot at some point in the future as the business grows and finances permit, the applicant wishes to keep the parking lot gravel for the foreseeable future. He submitted the NHDOT Driveway amendment and the first and last page of the Swift Family Trust. He requested a condition of approval include sign off from the Fire Department and noted there are no floor drains proposed within the structures. He stated the waste oil is presently put in drums and transferred to people who burn waste oil. He stated the existing storage container would be moved to the side of the building.

Gary Qua asked what is stored in the container.

Jim Rines replied equipment and tires.

Gary Qua asked where flammables are currently stored.

Mr. Swift replied inside the building.

Jim Rines stated a guardrail detail was provided for the bridge and lighting would be motion sensor, shield cut-off and ground directed.

Matt Young asked if there will be services performed or washing of vehicles outside.

Jim Rines replied no.

Matt Young questioned the amount of waste oil kept on site.

Jim Rines replied less than 1200 gallons.

Matt Young stated said amount keeps it under the small quantity generator status. He confirmed the oil is in drums and it is not in secondary containment.

Mr. Swift stated there are two drums stored inside for waste.

Matt Young stated that if the waste is stored outside it should have secondary containment of 110% of the total overall amount stored. He questioned the hours of operation.

Mr. Swift replied Monday through Friday 8am – 5 pm.

The Board and applicant further discussed the hours of operation and agreed to Sunday through Saturday 6am – 9pm.

It was moved by George Maidof and seconded by Carol Bush to accept jurisdiction of the application. All members voted in favor. The motion passed (7-0).

It was moved by Gary Qua and seconded by Carol Bush to open the public hearing. All members voted in favor. The motion passed (7-0).

No public comment.

It was moved by Gary Qua and seconded by Carol Bush to close the public hearing. All members voted in favor. The motion passed (7-0).

It was moved by Carol Bush and seconded by Gary Qua to grant a waiver to Section 5.2.B. All members voted in favor. The motion passed (7-0).

It was moved by Gary Qua and seconded by Carol Bush to grant a waiver to Section 5.9.D. All members voted in favor. The motion passed (7-0).

Matt Young reviewed the following recommended conditions of approval;

1. The applicant shall submit sign off from the Fire Department.
2. There shall be no outdoor maintenance or washing of vehicles.
3. Hours of operation will consist of Sunday through Saturday 6am – 9 pm.
4. The applicant is subject to receipt of the following State permits and any conditions attached thereto;
 - c. NHDOT Amended Driveway Permit
5. The applicant shall comply with all State, Federal and local permits.
6. Secondary containment for oil shall comply with NHDES regulations.
7. The applicant shall install guardrails along the bridge.

It was moved Gary Qua and seconded by Laureen Hadley to approve the Swift Family Trust Site Plan Review application, Tax Map 54-2-3, subject to the recommended conditions of approval. All members voted in favor. The motion passed (7-0).

**Verizon Wireless and James & Barbara Duncan
Tax Map #50-2-17
Site Plan Review; Telecommunications Facility**

It was moved by Gary Qua and seconded by Carol Bush to continue the Verizon Wireless Site Plan Review application and public hearing to May 20, 2021. All members voted in favor. The motion passed (7-0).

IV. Discussion Items

a. Master Plan Steering Committee Update

Gary Qua stated the Master Plan Committee webpage is up and running and reviewed such. He stated MRI have received 80 surveys to date and noted the postcard was mailed on May 4th. He stated the survey will be mailed tomorrow and noted that the parents have to approve the distribution of the survey through the school.

V. Other Business

None.

It was moved by Kate Nesbit and seconded by Gary Qua to adjourn the May 6, 2021 Tuftonboro Planning Board meeting. All members voted in favor. The motion passed.

There being no further business before the Board, the meeting adjourned at 8:02 PM.

Respectfully Submitted,

Lee Ann Hendrickson

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