

**TOWN OF TUFTONBORO
PLANNING BOARD
May 21, 2020
MINUTES**

Members Present: Roll call: Matt Young, Chairman – yes (acknowledged there is someone present with him), Tony Triolo, Vice-Chairman – yes (acknowledged there is someone present with him), Bill Marcussen, Selectmen’s Representative - yes (acknowledged there is someone present with him), Gary Qua – yes (acknowledged there is someone present with him), Kate Nesbit – yes (acknowledged there is someone present with her), Laureen Hadley – yes (acknowledged there is no one present with her), Members, Carol Bush - yes (acknowledged there is someone present with her), Alternate.

Members Absent: John Cameron, Member, George Maidof, Alternate.

Staff Present: Lee Ann Hendrickson, Administrative Secretary (acknowledged there is someone present with her).

Chairman Young opened the virtual meeting at 7:00 PM.

Matt Young read the following preamble to the meeting:

As Chair of the Planning Board, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor’s Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor’s Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

- a) *Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:*

We are utilizing Open Voice for this electronic meeting. All members of the Planning Board have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone #:409-231-183.

- b) *Providing public notice of the necessary information for accessing the meeting:*

We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting telephonically.

- c) *Providing a mechanism for the public to alert the public body during the meeting if there are problems with access:*

If anybody has a problem, please call 603.486.2692 or email at: hendrickson.leeann@gmail.com.

- d) *Adjourning the meeting if the public is unable to access the meeting:*

In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled. Please note that all votes that are taken during this meeting shall be done by roll call vote.

It was moved by Bill Marcussen and seconded by Kate Nesbit to appoint Carol Bush, Alternate, to sit in for John Cameron, Member. Roll Call vote: Matt Young – yes, Tony Triolo – yes, Bill Marcussen – yes, Kate Nesbit – yes, Laureen Hadley – yes, Gary Qua – yes. The motion passed (6-0).

I. Public Comment

None.

II. Consideration of Minutes
February 20, 2020

It was moved by Tony Triolo and seconded by Kate Nesbit to approve the February 20, 2020 Tuftonboro Planning Board minutes as submitted. Roll Call vote: Matt Young – yes, Tony Triolo – yes, Bill Marcussen – yes, Kate Nesbit – yes, Laureen Hadley – yes, Gary Qua – yes, Carol Bush – yes. The motion passed (7-0).

March 5, 2020

It was moved by Kate Nesbit and seconded by Gary Qua to approve the March 5, 2020 Tuftonboro Planning Board minutes as submitted. Roll Call vote: Matt Young – yes, Tony Triolo – yes, Bill Marcussen – yes, Kate Nesbit – yes, Laureen Hadley – yes, Gary Qua – yes, Carol Bush – yes. The motion passed (7-0).

III. Scheduled Appointments/Public Hearings
Little Cricket Realty, LLC and Ginger and Dave Rosetti
Tax Map #55-3-12
Site Plan Review; Vintage Boat Restoration Business

Matt Young recused himself; noted he assisted Mr. Rosetti with the preparation of the application.

Dan Marisseau and Cheryl Marisseau called into the meeting.

Dan Marisseau stated Mr. Rosetti is renting property he owns. He noted Mr. Rosetti restores old boats.

Tony Triolo stated the application has been deemed complete.

It was moved by Gary Qua and seconded by Bill Marcussen to accept jurisdiction of the application. Roll Call vote: Tony Triolo – yes, Bill Marcussen – yes, Kate Nesbit – yes, Laureen Hadley – yes, Gary Qua – yes, Carol Bush – yes. The motion passed (6-0).

Dan Marisseau stated White Mountain Survey & Engineering did the survey years ago.

Matt Young noted the drawing presented to the Board is not the survey previously done by White Mountain Survey & Engineering.

Tony Triolo stated the applicant has requested the following waivers; Sections 4.3.2., 4.3.2(B), 4.3.2(C), 4.3.2(D), 4.3.2(F), 4.3.2(G), 4.3.2(H), 4.3.2(J), 4.3.3., 4.3.3(A), 4.3.3(B), 4.3.3(C), 4.3.3(D), 4.3.3(E), 4.3.3(F), 4.3.3(G), 4.3.3(H), 4.3.3(I), 4.3.3(K), 4.3.3(L).

Matt Young noted the waivers are typical for a minor site plan.

It was moved by Gary Qua and seconded by Kate Nesbit to grant the following waivers; Sections 4.3.2., 4.3.2(B), 4.3.2(C), 4.3.2(D), 4.3.2(F), 4.3.2(G), 4.3.2(H), 4.3.2(J), 4.3.3., 4.3.3(A), 4.3.3(B), 4.3.3(C), 4.3.3(D), 4.3.3(E), 4.3.3(F), 4.3.3(G), 4.3.3(H), 4.3.3(I), 4.3.3(K), 4.3.3(L). Roll Call vote: Tony Triolo – yes, Bill Marcussen – yes, Kate Nesbit – yes, Laureen Hadley – yes, Gary Qua – yes, Carol Bush – yes. The motion passed (6-0).

Gary Qua questioned the number of boats being stored on site.

Dan Marisseau stated he does not own the business rather, he owns the property. He stated there will not be any storage of boats; noting Mr. Rosetti restores boats inside the building and parks the boats that he is restoring on the lot.

Matt Young stated he has never seen more than 3-4 boats at any one time.

Gary Qua asked if product is stored in flame proof cabinets.

Dan Marisseau replied yes.

Gary Qua asked if he considered the environment safe.

Dan Marisseau replied yes, stating the shop was built as a manufacturing shop.

Vice-Chairman Triolo opened the public hearing.

Dan Marisseau stated the list of abutters the notice was sent to is not correct; noting a couple of the people notified are not abutters.

Matt Young confirmed that additional people were listed as abutters who are not abutters.

Cheryl Marisseau stated she has no objections to the application.

It was moved by Gary Qua and seconded by Carol Bush to close the public hearing. Roll Call vote: Tony Triolo – yes, Bill Marcussen – yes, Kate Nesbit – yes, Laureen Hadley – yes, Gary Qua – yes, Carol Bush – yes. The motion passed (6-0).

Gary Qua questioned the hours of operation.

Matt Young stated there are no employees.

The Board discussed conditions of approval.

Tony Triolo reviewed the following recommended conditions of approval;

1. The applicant shall submit a written waiver request.
2. The applicant shall submit full size site plans (22"x34")

It was moved by Gary Qua and seconded by Kate Nesbit to approve the Little Cricket Realty, LLC and Ginger and Dave Rosetti Site Plan Review application, Tax Maps #55-3-12, subject to the recommended conditions of approval. Roll Call vote: Tony Triolo – yes, Bill Marcussen – yes, Kate Nesbit – yes, Laureen Hadley – yes, Gary Qua – yes, Carol Bush – yes. The motion passed (6-0).

Steve and Nancy Menefee

Tax Map #43-2-48

Site Plan Review; Wedding/Events Venue

Steve Menefee called into the meeting; noting no one is present with him.

Matt Young stated the application has been deemed complete.

It was moved by Tony Triolo and seconded by Gary Qua to accept jurisdiction of the application. Roll Call vote: Matt Young – yes, Tony Triolo – yes, Bill Marcussen – yes, Kate Nesbit – yes, Laureen Hadley – yes, Gary Qua – yes, Carol Bush – abstained. The motion passed (6-0-1).

Steve Menefee reviewed his proposal, see attached.

Matt Young stated the closest abutter is 1200' and noted the property is 600' off Dame Road. He stated it doesn't appear that noise will be an issue.

Gary Qua questioned the intended use of the barn.

Steve Menefee stated if used, the barn would be a staging area for catering of larger events. He noted the barn has an updated electric panel. He stated the barn could be made available for smaller gatherings.

Matt Young stated Jack Parsons, Code Officer, stated the capacity of the barn is 15 people for dining. He noted the Fire Department would enforce the capacity issue.

Steve Menefee stated the barn is not intended for an eating area rather, only a staging area. He stated he would abide by the code.

Matt Young questioned trash disposal and the location of the portable toilet(s).

Steve Menefee stated a dumpster will be located on the access drive out of sight. He stated the location of such is determined by the number of tents.

Gary Qua questioned drainage and maintenance following rainy days.

Steve Menefee stated the property is sloped; noting drainage flows into a small wetland further down on the property. He stated the ground is firm.

Gary Qua asked there will be live music.

Steve Menefee replied yes.

Gary Qua asked how such will be set up; noting sensitivity to neighbors.

Steve Menefee stated the contractors would provide their own generator and feels that with the existing buffer to Dame Road that impact to the neighbors would be minimal.

Carol Bush stated it is a magnificent property for a wedding. She expressed concern for the pool on the property and asked if the pool would be restricted from event guests.

Steve Menefee replied yes.

Kate Nesbit asked if the pool is fenced.

Carol Bush replied yes however, recommended installing a lock.

Steve Menefee stated there are two gates and both will remain locked.

Matt Young stated the applicant has requested the following waivers; Sections 4.3.2., 4.3.2(B), 4.3.2(C), 4.3.2(D), 4.3.2(F), 4.3.2(G), 4.3.2(H), 4.3.2(J), 4.3.3., 4.3.3(A), 4.3.3(B), 4.3.3(C), 4.3.3(D), 4.3.3(E), 4.3.3(F), 4.3.3(G), 4.3.3(H), 4.3.3(I), 4.3.3(K), 4.3.3(L).

It was moved by Tony Triolo and seconded by Bill Marcussen to grant the following waivers; Sections 4.3.2., 4.3.2(B), 4.3.2(C), 4.3.2(D), 4.3.2(F), 4.3.2(G), 4.3.2(H), 4.3.2(J), 4.3.3., 4.3.3(A), 4.3.3(B), 4.3.3(C), 4.3.3(D), 4.3.3(E), 4.3.3(F), 4.3.3(G), 4.3.3(H), 4.3.3(I), 4.3.3(K), 4.3.3(L). Roll Call vote: Matt Young – yes, Tony Triolo – yes, Bill Marcussen – yes, Kate Nesbit – yes, Laureen Hadley – yes, Gary Qua – yes, Carol Bush – abstained. The motion passed (6-0-1).

Chairman Young opened the public hearing – no public present.

It was moved by Kate Nesbit and seconded by Tony Triolo to close the public hearing. Roll Call vote: Matt Young – yes, Tony Triolo – yes, Bill Marcussen – yes, Kate Nesbit – yes, Laureen Hadley – yes, Gary Qua – yes, Carol Bush – abstained. The motion passed (6-0-1).

Matt Young reviewed the following recommended conditions of approval;

1. Hours of operation shall be 10 AM to 10 PM.
2. This approval is subject to sign off from the Fire Department.

3. The applicant shall submit full size site plans (22"x34").
4. This approval is subject to all Federal, State and local permits and any conditions attached thereto.
5. The capacity of the barn shall be determined by the Codes Officer and the Fire Department, depending upon the use of such.
6. Guest capacity for events shall be 150 people. Any change in additional capacity will require further site plan review and approval.
7. The pool shall remain fenced and the gated access to the pool shall remain locked during all events.

It was moved by Tony Triolo and seconded by Gary Qua to approve the Steven and Nancy Menefee Site Plan Review application, Tax Maps #43-2-48, subject to the recommended conditions of approval. Roll Call vote: Matt Young – yes, Tony Triolo – yes, Bill Marcussen – yes, Kate Nesbit – yes, Laureen Hadley – yes, Gary Qua – yes, Carol Bush – abstained. The motion passed (6-0-1).

IV. Action Item

**Farm Pond Subdivision / Al Greymont
Letter Agreement**

Staff informed the Board that the BOS requested HEB Engineers to perform an inspection of the roads within the Farm Pond Subdivision to determine if the roads were built to Town standards. She stated the remaining balance for the previous inspection agreement that has been held in escrow (\$321.33) is not sufficient to perform any additional inspections. She stated Dan Lucchetti, HEB Engineers, has requested the Board enter into a Letter Agreement for services; noting the estimated cost for such is \$2,200. Staff will inform Mr. Greymont of such.

It was moved by Kate Nesbit and seconded by Tony Triolo to enter into a Letter Agreement with HEB Engineers for engineering services relative to the Farm Pond Subdivision / Al Greymont. Roll Call vote: Matt Young – yes, Tony Triolo – yes, Bill Marcussen – yes, Kate Nesbit – yes, Laureen Hadley – yes, Gary Qua – yes, Carol Bush – yes. The motion passed (7-0).

V. Discussion Item

N/A

VI. Informational Items

N/A

VII. Other Business

N/A

VIII. Public Comment

None.

It was moved by Tony Triolo and seconded by Kate Nesbit to adjourn the May 21, 2020 Tuftonboro Planning Board meeting. Roll Call vote: Matt Young – yes, Tony Triolo – yes, Bill Marcussen – yes, Kate Nesbit – yes, Laureen Hadley – yes, Gary Qua – yes, Carol Bush – yes. The motion passed (7-0).

There being no further business before the Board, the meeting adjourned at 8:48 PM.

Respectfully Submitted,

Lee Ann Hendrickson

Lee Ann Hendrickson

Steve & Nancy Menefee
Application for Wedding Venues
15 Dame Rd Center Tuftonboro, N.H. 03816
Tax Map #43-2-48

To whom it may concern,

The following is our narrative seeking approval for hold wedding venues at 15 Dame Rd Center Tuftonboro, N.H. 03816. Before I get into the details of the use of the property, I need to explain why we are pursuing this approval rather than the Simpson's. The Simpson's made an attempt to purchase our property on Dame Rd with a contingency that they would receive approval to hold wedding venues on the property. They submitted an application to the ZBA on March 20, 2020(see attached). They listed themselves as the applicant and ourselves as the owner. The contingency was removed as a result of the ZBA's approval made on April 28th(see attached letter referencing case #524). The following day of the ZBA approval the Simpson's notified us that they were not going to pursue the purchase of 15 Dame Rd for personal reasons. As a result of this turn of events Steve and Nancy Menefee wish to propose the following narrative seeking approval to hold wedding venues at the above mentioned property. We should note that our proposal aligns with the Simpson's initial application with more specificity.

- * Use of Property(inside and out)... The main use of the property is residential for the owners and 10 wedding venues a year. The main house and all out buildings, with exception of the barn and one out building, will be off limits to those who are solely connected with wedding venues.
- * Hours of Operation... Over 50% of all N.H. weddings are performed between the end of May through the middle of October. Our season will be weekends beginning the middle of June through the middle of October. For the purpose of this proposal the term weekends is meant to be Friday's, Saturday's and Sunday's. There are 20 weekends during this period of which we are targeting 10 weekends for our venues. Our plan is not to have back to back weekend wedding venues. Regardless of when the wedding venue begins there is a curfew of 10:00 pm
- * People and Parking... Our wedding venues will consist of 50 to 150 people. With an average of 3 persons per car we are anticipating 17 to 50 cars per venue. There is no new construction needed to facilitate our venues. The property consist of 78 acres in total. The main house(5000sq feet) and all other out buildings(30x40 barn... 10x20 out building... 10x20 stable... 3 car carriage building, pool house and pool) are sitting on a clearing of 4.5 to 5 acres. There are 5 primary parking areas. The first area is behind the barn entering off an access road from the main driveway(10 cars-wedding party). The second and third primary parking areas will be lawn parking on both sides of the drive way leading into the property(40 cars- guest parking) The fourth parking area is located at the carriage building (6 cars- owners and guest parking). And the fifth area for guest overflow parking in a 3/4 of an acre open field.
- * Lighting... If extra lighting is necessary it will come through rental companies. The requirement will be that the lighting be dark sky complaint. It should be noted that the 4.5 acres that will be used for these venues is buffered by trees with a considerable distance from other property owners.
- * Sanitation... These venues will not be dependent upon the use of the owner's septic system. There will one rental portable potty trailer on the property that will serve 150 people. And there will be one rental dumpster to serve the venues.
- * Outside Portable Tents... These tents will be outsourced to rental companies. There are 3 primary locations for tenting. The first location is across the drive way in a large cut lawn area(likely the reception area). The second location is in a cut lawn area between the gable end of the house and the open field where the stable is located(likely the wedding ceremony). And the third location is a cut lawn area between the main house and the barn(likely for entertainment).

- * Food and Beverages... This will be outsourced to catering companies. Depending on the type of wedding venue and the number of people attending the barn may be used as a staging area for the catering company. Lighting and electrical are will provided for.
- * Signage... Signage will be at the end of the drive way clearly visible from either direction on Dame Rd. The sign will be around 2.5' to 3' square.
- * Home Office ... There is already an existing office in the main house which will serve as the wedding venues office.
- * Property Easements ... To my knowledge there are no existing property easements.
- * Site Plan Waivers ... I am not sure how to address this. The property is going to be used as is. There is not going to be any other construction affecting the land, existing structures or home improvements for these wedding venues. The only changes to the property will be the rental equipment to serve these venues. Therefore, I am assuming that I am seeking waivers on those items mentioned on 4.3.3 of Existing Conditions.