

MADISON PLANNING BOARD

Minutes

August 3, 2011

Public Hearing & Regular Meeting

Members Present: James Allen, Mike Brooks, Mark Brown, Noreen Downs, Phil LaRoche, Marc Ohlson-Chair, and Andrew Smith

Members Not Present: Brian Fowler

Others Present: Melissa LaRoche, Wes Smith, C.P. Smith

Meeting Agenda Posted: 07/27/11 at Madison Town Hall, Madison Post Office, and Silver Lake Post Office

1. **CALL TO ORDER:** Mr. Ohlson called the Meeting to order at 7:05 P.M.
2. **APPOINTMENT OF ALTERNATES:** Mr. LaRoche will be raised to voting status after his application has been presented.
3. **APPROVAL OF AGENDA:** Mrs. Downs moved, seconded by Mr. Brown to approve the agenda as presented. Motion passed.
4. **APPROVAL OF MINUTES:** Mrs. Downs moved, seconded by Mr. Allen, to approve the minutes of the 07/06/11 regular meeting as corrected. Motion passed. Mr. Brooks moved, seconded by Mr. Smith, to approve the minutes of the 06/01/11 CIP meeting. Motion passed.
5. **PUBLIC COMMENT:** none

6A. REVIEW OF NEW APPLICATIONS:

A. Preliminary Site Plan Review for Total Concept Property Management LLC, 2146 Village Road, Tax Map 233 Lot 10, Village District for operation of a property management business (11-08)

Determination of Completeness: The public hearing was posted 07/19/11 and all fees have been paid. Abutter notices are not required. Mr. Smith moved, seconded by Mrs. Downs, to accept the application as substantially complete. Motion passed.

The public hearing was opened at 7:10 P.M. Mr. LaRoche explained that he has demolished the existing building. He noted that the concrete and wood frame former building was constructed in 1921, and an addition was added in 1937 and the wings in the 1950s. The new building will be built on the existing foundation. There is sufficient parking and an existing septic tank. An easement will be obtained for water rights across the Ward parcel. Mr. LaRoche reviewed drawings and elevations of the proposed building, explaining that the esthetics would be similar to the former building, which will house a property management business and equipment storage. The two pits will be filled. Mr. LaRoche has made application to the Zoning Board for a Special Exception for the business. There was brief discussion of additional landscaping which Mr. LaRoche noted would be difficult due to the lot size constrictions. There being no further comment from the board or the public, the hearing was closed at 7:23 P.M.

Board Comment: none

Mr. LaRoche was raised to voting status.

6B. REVIEW OF CONTINUED APPLICATIONS:

A. Site plan review for CPS Realty Trust, Charles P Smith Jr. Trustee, 45 Common Lane, Tax Map 103 Lot 4, Commercial District. Applicant proposes to add food service in the premises. (11-06)

The public hearing was re-opened at 7:24 P.M. Mr. W. Smith reviewed the site plan which showed the existing building and lighting. Parking has been delineated, with a total of 17 regular spaces and one handicapped space. The DOT has approved the existing driveway cut for entrance and egress conditioned upon the area along the road being sloped and cut back to provide a 400' safe sight distance. The DOT has also required paving 25' from the edge of the pavement. The board suggested ground cover to prevent erosion. The owner plans to pave the parking area in the near future; Mrs. Downs suggested not paving to leave some pervious surface over the aquifer. Concern was expressed by the Board relative to delineation of the parking spaces, suggesting railroad ties which could be removed in the winter for plowing. The existing signs will be used for the ice cream shop; handicapped signage and no parking signage will be added to the building. The hours will be as noted in last month's hearing: 11 A.M. – 10 P.M. May – September and 12 P.M. – 9 P.M. October – April. There being no further questions from the public or the board, the hearing was closed at 7:47 P.M.

Board deliberation and vote: The board reviewed potential conditions of approval. Mr. Brooks moved, seconded by Mr. LaRoche, to approve the site plan application as presented with authorization for Mr. Ohlson to sign out of session, subject to the following: (1) delineation of individual parking spaces as indicated on the plan to include handicapped and no parking signs; (2) DOT permit referenced on the plat; (3) state health approvals; (4) changes in the surface conditions will require submittal to the Planning Board for site plan and drainage plan review; (5) the area along the road shall be re-vegetated for erosion control in a manner that will not diminish the line of sight; (6) the hours of operation shall be 11 A.M. – 10 P.M. May – September and 12 P.M. – 9 P.M. October – April; and (7) an as-built plan shall be submitted to the Planning Board prior to opening. Motion passed.

6C. REGULATIONS PUBLIC HEARING: none

7. OLD BUSINESS:

Zoning Ordinance Discussion – Steep Slopes: There was general discussion of the best method for proceeding with developing ordinance language. A steep slopes ordinance is primarily to protect the environment, although a side component would be esthetic protection. It can be mirrored in the site plan and subdivision regulations for additional control over commercial and large development projects. It would be administered through a Steep Slopes Application. After further discussion, it was agreed that Ms. Huff would provide the DES regulations for steep slopes at the next meeting.

8. NEW BUSINESS: none

9. **CHAIRMAN'S REPORT:** There has been no word on the Pomeroy right-to-know lawsuit. The appeal deadline for the recent Condominium Conversion / Subdivision approval is 8/8/11.

10. **SELECTMEN'S REPORT:** Old Home Week starts August 7. The area near the lower parking lot is being cleared for a future Veterans' Memorial. The project is being done by private citizens and fundraising is on-going.

11. **SUBCOMMITTEE REPORTS:**

CIP: Based on the increased requests from the Fire Department, the Board will ask the Commissioners and Chief to attend the next meeting and review the department requests, prioritizing them along with any grant information they may have. After review of the Highway department figures, it was agreed to keep the back hoe on the list; Mr. Smith will update the road construction numbers.

12. **CORRESPONDENCE:** none

13. **ADMINISTRATION:** none

10. **ADJOURNMENT:** Mrs. Downs moved, seconded by Mr. Smith to adjourn the meeting at 8:55 P.M. Motion passed.

The next Public Hearings & Regular Meeting is September 7, 2011 at 7:00 P.M.

Respectfully submitted,

Wendy J. Huff
PB Administrative Assistant
Minutes Approved: September 7, 2011
Corrections: none