

**MADISON PLANNING BOARD  
APPROVED MINUTES  
JULY 6, 2016**

Public Hearing & Regular Meeting

**ATTENDANCE:**

Chair, Marc Ohlson – Present  
Noreen Downs – Present  
Paul Littlefield – Present  
David Cribbie – Present

BOS Rep, John Arruda – Present  
Andrew Smith – Excused  
Phil LaRoche, Alt - Excused

Recording Secretary – Colleen King

**Posting Date and Locations:** 6/22/16 at Madison Town Hall and Lower Level, Madison Post Office, and Silver Lake Post Office, Conway Daily Sun (June 24, 2016)

Others Present: Loralie Gerard – Thaddeus Thorne Surveys Inc., John & Lois Neal, Ron Briggs, Steven & Donna Borges and Theresa Swanick

**CALL TO ORDER:** Mr. Ohlson called the meeting to order at 7:10 P.M.

**APPOINTMENT OF ALTERNATES:** No alternate to appoint.

**APPROVAL OF JULY 7, 2016 AGENDA:** Mrs. Downs asked to amend the agenda and add under Item 6, Presentation by Theresa Swanick of Effingham on ‘Energy Efficiency and Renewable Energy for Planning Boards’. Mr Cribbie moved, seconded by Mr. Arruda to amend and approve the agenda of the July 7, 2016 regular meeting as requested. Motion passed.

**APPROVAL OF JUNE 1, 2016 MINUTES:** Mrs. Downs moved, seconded by Mr. Littlefield, to approve the minutes as written. The motion passed.

**PUBLIC COMMENT:** No public comment.

**REVIEW OF APPLICATIONS**

**(Case 16-06)**

**203 Hedgehog Hill Road, Map 229/ Lot 26, Rural Residential District,  
Request to subdivide a 5 acre lot into a 2 acre lot and a 3 acre lot.**

-Mrs. Loralie Gerard of Thaddeus Thorne Surveys Inc. distributed to the Board a revised certified 2 Lot Subdivision Plan, dated June 28, 2016 and a lot density calculation for lots 26.2 and 26.1, dated June 28, 2016.

-On behalf of John and Lois Neal of 203 Hedgehog Hill Road, Mrs Gerard requested that the Board accept the application as complete.

-Motion was made by Mrs. Downs to accept the application as complete and Mr Cribbie seconded. Motion passed.

-Mrs Gerard stated that the State approval is pending a site inspection and a second test pit on lot 26.2 may be required. The existing septic system is overlapping the lot line and an easement may need to be recorded to reflect this condition. The monument markers have not been set as of today.

Mr. Ohlson asked the Board for their questions/comments:

-Mrs Downs was concerned with what would happen if the test pit did not perk. Mrs Gerard explained that the reason for the test pit is because the State now considers any septic system which is older than 20 yrs old, to be a 'failed system' and thus requires a second test pit. This is more of a formality.

-Mr Cribbie asked if there had been any consideration to replacement in kind. Mrs. Gerard stated that the 4K sf area would support a new system design.

Mr Ohlson opened the discussion for Public Comments.  
Hearing none, Mr Ohlson closed the Public Comments.

Mr Ohlson asked the Board whether Conditional Approval should be granted or is more information needed.

-Mrs. Downs saw no barrier, although there are conditions which have to be met.

-Mr Littlefield did not see anything as a deal breaker because there are conditions.

### **Motion**

Mr Littlefield made a motion to approved Case 16-06, with the following conditions:

1. Monuments markers must be set.
2. Site inspection and second test pit completed.
3. Easement language to be recorded for the overlapping existing septic system.
4. State approval.

Mrs. Downs seconded. Motion passed.

### **(Case 16-07)**

#### **24 Rosewood Lane, Map 201/ Lot 11, Village District, Request to expand the parking area of Rosewood Bed and Breakfast.**

-Mr Ron Briggs, on behalf of Steven & Donna Briggs, requested an informal Preliminary Site Plan review for the expansion of 5 additional parking spaces for the Bed and Breakfast located at 24 Rosewood Lane. These 5 spaces would be long enough to accommodate vehicles pulling a snowmobile trailer. There was a previous approval for a 12 guest parking area adjacent to the house. Mr. Briggs did not feel that driveway and parking lot would be subject to the setbacks as a structure.

Mr. Ohlson asked the Board for their questions/comments:

-Mr Arruda stated that the plan did not show the existing driveway with two entrances and that the land slopes there.

-Mr. Cribbie questioned whether the proposed parking area would maintain the rectangular shape as shown on the plan and if it would be connected to the driveway.

Mr Briggs stated that is their intention to keep the parking area paved as shown; they may need to apply for a Permit By Notification.

- Mrs. Downs expressed a concern with the runoff onto Rt 113. Mr Briggs said that the Best Management Practices would be applied to alleviate that issue.
- Mr Arruda stated that the runoff would pitch to the north.

Mr. Ohlson reviewed the Preliminary Site Plan Review and the Exemption Criteria dated 1988. It specifically references minimal parking which does not impact abutters. Mr. Ohlson asked the Board if this plan was minimal in scope.

-Mr. Arruda stated that it is minimal because it is within a controlled area and suggested that they check with the State for a driveway permit.

-Mr, Littlefield felt it was minimal in scope and if someone complained at a future date, the Board could request a Site Plan Review at that time.

-Mr. Ohlson questioned whether parking can be in the setbacks. Mr. Briggs stated that setbacks are for the structures and the parking now is at the Silver Lake Post Office.

-Mrs. Downs felt that it was not changing its use and was becoming more conforming by having enough parking spaces for their business.

-Mr Littlefield agreed.

### **Resolution**

Mr Ohlson asked the Board whether a Site Plan Review is required.

The consensus of the Board is that NO Site Plan is required for this proposal.

### **(CASE 16-01)**

#### **1746 White Mountain Highway, Map 201/ Lot 5, Commercial District**

Site Plan Review Application from Paul Rancourt for a Change of Use, 1746 White Mountain Highway, Tax Map 201 Lot 5, Commercial District, to renovate current structure into a Moose Lodge. Mr. Rancourt delivered to the Planning Office pertinent information for Mr. Ohlson to review. Mr. Ohlson will meet with Mrs. King next week to review the information and Mrs. King will contact Mr. Rancourt with their findings.

### **GUEST SPEAKER**

Theresa Swanick of Effingham gave a presentation on 'Energy Efficiency and Renewable Energy for Planning Boards'. A packet of slide presentations was given out and Ms Swanick emphasized that simple awareness alone can save 7% of energy consumption without implementing any measures. Master Plans and CIP can have Energy Efficiency Plans and Renewable Energy Plans. Mrs Downs stated that the purpose of these presentations is for exposure throughout the Mount Washington Valley towns. It shows our residents that we are supporting renewable energy plans by including these measures in our Zoning Ordinances. Mr Ohlson thanked Ms. Swanick for the interesting presentations.

### **OLD BUSINESS**

Mrs. Downs will review the CIP with Mrs King in the near future.

### **NEW BUSINESS**

None

**CHAIRMAN'S REPORT**

None

**SELECTMAN'S REPORT**

None

**CORRESPONDENCE**

Mrs King will bring all correspondence to the next meeting to review what the Board wants to review.

**ADMINISTRATION**

Mr Ohlson welcomed Colleen King as the new Land Use Administrator, replacing Christopher Young.

**ADJOURMENT**

Mr Cribbie made a motion to adjourn; Mrs Downs seconded; Motion passed.  
Meeting adjourned at 8:30pm

The next Public Hearing and Regular Meeting is August 3, 2016.

Respectfully Submitted,

Colleen King  
Land Use Boards Administrator

*Note: These minutes were approved at the August 3, 2016 meeting.*