



**TOWN OF MADISON
PLANNING BOARD
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**PLANNING BOARD MINUTES
MARCH 14, 2018**

MEMBERS PRESENT: Chairman Marc Ohlson, Paul Marks, Paul Littlefield, Selectman John Arruda and Alternate Phil LaRoche

MEMBERS EXCUSED: Noreen Downs, Andrew Smith

OTHERS PRESENT: Colleen King, Land Use Administrator, Amy Boyd, Madison TV, Elwood MacLlarky, Kevin O'Neil and Lorraine Savary

POSTING DATES AND LOCATION:

February 21, 2018 and March 6, 2018 (Snow storm reschedule).

CALL TO ORDER: Chairman Ohlson called the meeting to order at 7:00pm

ELEVATION OF ALTERNATES: Mr. Cribbie made a **MOTION** to elevate Alternate Phil LaRoche to full member; Mr. Marks seconded. All Approved.

APPROVAL OF AGENDA: Mr. LaRoche made a **MOTION** to approve the agenda; Mr. Littlefield seconded. All Approved.

APPROVAL OF THE February 8, 2018 DRAFT MINUTES:

After review, Mr. Marks made a **MOTION** to approve the February 8, 2018 minutes; Mr. LaRoche seconded. All Approved.

PUBLIC COMMENT: Mr. Ohlson opened and closed the Public Comment portion as no one was present to speak.

PUBLIC HEARING

CASE # 18-02 - Site Plan Review from Jason Fougere & Elwood McLlarky of Hollywood Boxing and Dance, for property owned by Kevin O'Neil, and located at 1702 NH Rt. 16 White Mountain Highway, Tax Map 201, Lot 14, in the Commercial Zone, for a Change of Use to a fitness center.

Mr. Elwood MacLlarky presented their plans for a fitness center, Hollywood Boxing and Dance, in the garage located at 1702 White Mountain Highway, Map 201/Lot 14.

Mr. Marks asked for clarification of the address and if the house had a different # than the garage. It is the same address.

Mr. Ohlson reminded the Board that this application had a preliminary review at last month's meeting and there will be no change to the parking or the footprint of the garage where the fitness center will be located.

Mr. Marks asked about the location of the parking areas and how many spaces would be in each area, in reference to the sketch presented tonight. Mr. Ohlson acknowledged that the parking was laid out better in the preliminary review. Mr. McLlarky stated that they are planning for 21 spaces in total. Mr. Cribbie stated that the area measuring 40' wide will not fit 21 parking spaces. The gym itself will not have interior space for more than 10 people so 10 parking spaces would be capacity. Mr. Marks stated that a 38' area would allow for 4 parking spaces.

On the plan presented, coming into the driveway, the area to the right of the driveway before the house is designated for 2 parking spaces for the house. Coming into the driveway to the left, there is a parking area that is 38' deep but the number of parking spaces is not listed. Behind this area, there is another area measuring 40' for 4 more spaces. Then to the right of the garage, there is room for 4 more spaces.

Mr. Ohlson asked if the house will remain a house and Mr. McLlarky stated that it would remain a house.

Selectman Arruda inquired about the location of the driveway off Rt. 16. Mr. McLlarky said the opening for the driveway is the whole width of the road frontage, even though it looks like it is in the center of the lot. They measured the whole gravel area as the driveway.

Mr. Ohlson asked if they had contacted DOT, as the Change of Use would increase the usage of the driveway; Mr. McLlarky did not know if DOT had been contacted..

Mr. LaRoche asked what is the current use of the building that is being changed to a gym?

Selectman Arruda stated that it is a machine shop. Mr. Kevin O'Neill, property owner, stated that he has used the building to store material and it has not been a machine shop for several years. The commercial use has been inactive. Looking at the property card, it was determined that in 1997 there was a machine shop located there.

Mr. Ohlson clarified that the area being used for the fitness center is 1000' x 2. Mr. O'Neil stated that the second floor has a knee wall and it's smaller than the first floor. The first floor has 10' ceilings and is very spacious.

Mr. Ohlson asked if the Board has any questions.

Selectman Arruda asked if the Building Inspector or the Fire Chief has been consulted on life safety issues. No they have not spoken to either one.

Mr. Cribbie inquired about the number of people they expect to be there. It is expected that once a week the full capacity would be 10-12 including instructors.

PUBLIC COMMENT

Mr. Ohlson opened the Hearing for Public Comment.

Lorraine Savary, 1706 White Mountain Highway, was concerned with hours, noise and septic use, if showers are being taken. The hours are by appointments and there will be no showers. The dancing classes will be on Tuesdays/ Thursdays from 5-7pm and the boxing will be on Tuesdays/Thursdays from 7-9pm. There will not be any loud music playing.

A person called Mrs. King before the meeting and was concerned about the septic.

Selectman Arruda asked if the septic was for both buildings and Mr. O'Neil stated that it is for the house but the bathroom in the proposed gym area is tied into the house septic system.

Mr. O'Neil stated that the bathroom on the second floor was questionable and never used it.

Mr. Cribbie stated that it is important to know that the existing septic system is sufficient in size and will be able to handle the increased usage. The Building Inspector should be consulted.

Mr. Ohlson closed the Public Comment portion of the Hearing.

BOARD DELIBERATION

Selectmen Arruda stated that life safety issues need to be addressed with the Building Inspector and the Fire Chief and septic information needs to be confirmed.

Mr. LaRoche asked about what would trigger a change of use for life safety issues to be addressed. Mr. Ohlson stated that if a new business does not pull a building permit, or apply for a site plan review, there is no trigger. A Certificate of Occupancy is for new buildings only.

Mr. Cribbie has 2 concerns- 1) that the occupancy of the building does not exceed the parking spaces and will not create a parking issue on Rt 16, and 2) the capacity of the septic system.

Mr. Marks wants the life safety issues addressed and Selectman Arruda agreed that these issues need clarification.

Mrs King listed the conditions which need to be addressed:

- 1) The life safety issues with the exit lights
- 2) State DOT Driveway
- 3) Occupancy of the building exceeding the septic capacity
- 4) What does DES Subsurface Bureau have in their files for their septic
- 5) Permit to Assemble application

Mr. Ohlson suggested continuing this until next month.

MOTION AND VOTE

Mr. Marks **MOTIONED TO CONTINUE** until the April Planning Board meeting to give the applicant time to resolve these concerns; Mr. Littlefield seconded. No further discussion.

All Approved. This case will be continued to the April 4 Public Hearing.

NEW BUSINESS:

A) VOLUNTARY MERGER OF LOTS

Voluntary Merger of 2 Pre-Existing Lots, 80 High Street, Map 232/Lot 042 and Map 232/043.

Mr. Ohlson review the Voluntary Lot Merger application for Map 232 and Lots 042 and 043.

The application included the original deeds of both lots, the new deed for the merger lot, along with the Chairman's signature for approval. Mrs. King will forward to the Mrs Shackford, Selectmen's Assistant.

CHAIRMAN'S REPORT: Registration is opened for the Planning and Zoning Conference. Members should see Mrs. King if interested.

The DES letter to the Colman's large pit on Ledge pond and discuss on of the location of the road. There was a Cease and Desist with timelines for DES compliance.

SELECTMAN'S REPORT: Selectman Arruda reported on that Town meeting is Saturday March 17. The new Director of Public Works John Cyr started last week as a hired employee and reports to the Board of Selectman.

ADMINISTRATIVE REPORT:

Mrs. King suggested that a Change of Use Form become part of the Site Plan Regulations that addressed such issues as Permit to Assemble, life safety issues, sprinklers, septic loading, etc.

The Site Plan Regulations can be changed with a Public Hearing. It would be a Minor Site Plan Review. This will be further addressed at the future meeting.

Mr. Littlefield needs to be sworn-in before the next meeting. There is an open spot for a full member. Noreen Downs' term expired after many years as a Planning Board member.

Her expertise and dedication will be greatly missed. Mr. Ohlson suggested that Mrs. Downs be asked to be an Alternate for the Planning Board.

ADJOURNMENT:

Mr. Cribbie **Motioned** to adjourn; Mr. Marks seconded. All Approved. The meeting adjourned at 8:15pm.

These Minutes were APPROVED at the April 4, 2018 Planning Board Meeting.

