



**BARRINGTON PLANNING BOARD MEETING**

**NEW LOCATION: EARLY CHILDHOOD LEARNING CENTER**

**77 RAMSDELL LANE**

**Barrington, NH 03825**

**Tuesday March 15, 2016**

**6:30 p.m.**

*(These minutes were approved on April 5, 2016)*

**NOTE: THESE ARE SUMMARY ACTION MINUTES ONLY. A COMPLETE COPY OF THE MEETING AUDIO IS AVAILABLE AT THE LAND USE DEPARTMENT.**

Members Present

Anthony Gaudiello-Chair

Fred Nichols

Dan Ayer – ex- officio

Member Absent

Joshua Bouchard

Alternate Members Present

James Jennison

Richard Spinale

Andrew Knapp – ex-officio alternate

Town Planner: Marcia Gasses

**MINUTES REVIEW AND APPROVAL**

**1. Approval of the March 1, 2016 Meeting Minutes.**

Without objection approval of the minutes was moved to follow item #9.  
#7 to end

Without objection item #7 was moved to the end of the agenda.

**NON-ACTION ITEMS**

2. Loren Valliere from One Stop Trailer Shop, LLC to have a Preliminary Conceptual Consultation about opening a Home Business/Retail Sales.

Loren Valliere of 190 Beauty Hill Road expressed they would like to operate a trailer business from their home. The location had once housed a machine shop and they were not proposing any changes to the property. They wanted to utilize an existing structure for an office area. A good sized area was located behind the structure for trailer parking. Ms. Valliere expressed the majority of their sales were made online and the trailers held for delivery.

D. Ayer believed they would need full site review including drainage analysis.

R. Spinale asked if there was inventory.

Ms. Valliere expressed most were ordered with ten to fifteen on site at a time.

F. Nichols asked what types of trailers were sold.

Ms. Valliere expressed mostly utility trailers for private use.

F. Nichols asked how traffic would affect the road.

M. Gasses expressed that it would be reviewed through the site review process.

Ms. Valliere expressed that sales on site were currently by appointment only.

A. Gaudiello asked how many trailers were on site currently.

Ms. Valliere expressed approximately ten.

Ms. Valliere asked if they would need a full site plan.

The consensus of the Board was the application would need site review and a conditional use permit.

A. Gaudiello expressed the applicant should get together with the planner to review what was needed for a site plan review.

3. Carina and James Haley to have a Preliminary Conceptual Consultation about opening a Home Business for a Flower Shop.

Carina Haley expressed she would like to construct a building to be used as a flower shop.

M. Gasses asked how large the proposed structure would be.

Ms. Haley expressed a possible 36'X46' building was being proposed, although they had not yet determined the exact size.

D. Ayer expressed the building would need to be set back 75' from the right of way.

F. Nichols expressed they would be adding traffic with vehicles entering and exiting onto Route 4 and asked if they would have to go to NHDOT.

Ms. Haley expressed she had already been in contact with NHDOT and filled out a form and they would be over to look at the driveway location.

M. Gasses expressed that the Board was looking a proposal similar to the previous one where a site review was going to be required. There was a proposed structure on site, with parking and access from Route 4 with a State driveway permit. Existing driveways needed an updated permit if a change or intensity of use was proposed.

Joel Runnals of Norway Plains Associates expressed what they were looking for was whether the existing parking area would need to be paved, how much drainage would he need to worry about.

D. Ayer expressed they would be disturbing the area somewhat with the addition of a new building.

Joel Runnals expressed the parking was already there.

M. Gasses expressed they could request waivers for items such as the pavement.

Joel Runnals expressed he wanted to know how much he would need to do for the application; how much engineering. The house barn and parking currently existed with one proposed new structure and a lot of land for the runoff to drain to.

D. Ayer expressed the calculation should be done for a paved parking area in the event the lot would be paved in the future.

Joel Runnals expressed the calculation would be the same.

M. Gasses expressed the applicant was looking for guidance on whether they would need to provide a drainage analysis for the immediate area or for the entire lot to make sure there would not be water leaving the site at a faster rate than it currently did.

Joel Runnals asked if he would need existing and proposed contours.

D. Ayer expressed they would not need the whole back property where they were not touching it.

A. Gaudiello asked what was the impact of the changes being proposed to the old building.

Joel Runnals expressed the building was being torn down.

A. Gaudiello expressed anything that was going to be immediately impacted would need to be addressed.

F. Nichols expressed he did not know enough about the property to make any recommendations on the extent of what would be needed and suggested they go into the Land Use Office when they had a better idea of what they were doing. The staff would then be able to advise the Board on what they may want to see. If the changes to the site would not be significant he would want to support the applicant from a cost standpoint but he was not sure where that line was at that time. He suggested they go into the office and work with staff.

M. Gasses expressed she had tried to meet with Ms. Haley on site but Ms. Haley had to cancel. She was more than willing to meet with the Haley's on site.

R. Spinale asked if the building footprint of the structure being torn down was larger or smaller than the proposed building.

Ms. Haley expressed the structure being torn down was much smaller than the proposed structure.

Ms. Haley expressed she needed to know her startup costs and how much of a budget she would need.

R. Spinale expressed Ms. Haley would contact Ms. Gasses and setup a time to meet on site. The sooner they were able to meet the sooner they would have answers.

M. Gasses she would ask John Huckins to join them.

A. Gaudiello asked that she meet with Marcia on the site to go over the proposed changes.

### **COMMUNICATIONS RECEIVED**

### **REPORTS FROM OTHER COMMITTEES**

M. Gasses expressed the Master Plan Steering Committee was meeting with SRPC on Wednesday March 16th to go over the direction to go with the Economic Development Chapter of the Master Plan.

### **UNFINISHED BUSINESS**

### **OTHER BUSINESS THAT MAY PROPERLY COME BEFORE THE BOARD**

#### **4. [Robin Comstock, Executive Director from Workforce Housing Coalition, presentation of final materials of Barrington Charrette.](#)**

Robin Comstock executive director of Work Force Housing Coalition started out by thanking volunteers: Michael Castagna of Castagna Consulting Group, Kristen Grant the Chair with the University of Maine who was chair of the Charrette Planning Committee, Carey DiGeorge with Envo Mortgage, Wentworth Douglas Hospital, D.F. Richard and Holy Rosary Credit Union to mention a few. Ms. Comstock gave an overview of the organizations mission. Boards which presented snap shots of their work were provided to the Board along with a written copy of the report. The report would be available on the Work Force Housing Coalition of the Greater Seacoast website as well as the Town's.

Michael Castagna from Castagna Consultants gave an over view of the report and how to use it. The Town could use it as a design guide as they look at how they want the Town to develop. It was also a resource for the property owners. It was an exercise in possibilities in creating a Town Center and what it could possibly look like.

They had heard a lot of not in my back yard, we don't want it and go away, but that was okay. This was to give food for thought. How a project would affect the big picture how they could shape what they want to see. It was not the be all and end all but broader strokes. The Town could use it to develop a plan that met the needs of the citizens.

Robin Comstock expressed the 335 hours of volunteer time were a gift, the organization was a 501 3C. It was an opportunity for the community to explore their wants and needs. There was a financial feasibility study which had been done as part of the Charrette with 12 to 15 financial professionals taking part.

F. Nichols expressed the concept of the Town Center with senior housing, small shops and walkability was awesome. The concern was whether something such as this would cause the value of property to go down. He also wondered if the housing would be serving people working elsewhere and businesses looking for employees in Barrington would not have local housing for their employees.

Michael Castagna expressed a developer would not come in and do a whole neighborhood of workforce housing, that it would be mixed. He did not believe that it would affect how many people work outside of Barrington compared to what did now. Affordable housing was a regional issue with people driving over an hour to work because they could not afford something closer. Rochester, Dover and Exeter had done workforce housing projects that had turned out well. Berwick was currently doing a workforce housing project.

D. Ayer asked if they had secured an easement for the lots on Route 125.

M. Gasses expressed that there was no actual project that the charrette was an exercise. There was no actual proposed project.

A. Gaudiello asked for public questions.

Chris Vachon expressed he had done a lot of homework on this subject and he believed they were in the wrong town at this time; Barrington already had affordable housing by the workforce housing standard. The Town also met affordability for rentals although the Town did not have or need many. He did not think of a Town Center as all small or lower income houses and that it would tax the environment where Barrington did not have municipal water or sewer.

Paul Mausteller asked if the drawings would be available.

M. Gasses expressed they would be on the website.

Paul Mausteller asked for examples of what had gone to the private sector.

Mr. Castagna expressed Belmont, Hampton Falls, and Franklin. He expressed a developer coming forward with a proposal such as the one presented would go through the same issues as any other proposal; it had to go through the Town approval process. It satisfied a regional issue. He expressed that this was an economic development issue.

Andy Knapp asked if any impact number were determined where the Town did not have water or sewer. He believed he had saw a pretty substantial Town cost to this when he had come to the meetings.

M. Gasses wanted to clarify that the current zoning only allows work force housing in the GR, V, and NR zoning districts and this was all very hypothetical.

Mr. Castagna expressed that Mr. Knapp's questions were all very good but he was still one step before any engineering. The charrette design had not been engineered.

Paul Mausteller asked how this played into the Master Plan.

M. Gasses expressed they had not discussed workforce housing at this point because they had not discussed future land use at this point. The Town Center was in current Master Plan and the Board looked at this opportunity as a way to look at the Town Center and the Envision process and what people had

expressed they would like to see. See wanted to stress the charrette was not done with a project in mind. The Town currently had a Town Center Plan which talked about mixed use with apartments over stores. The zoning existed today but it had been hard to get stores to come in and we were looking at how we could tweak the zoning to accomplish what the people at the envision session had talked about.

Chris Vachon asked if a Federal Grant was involved would they lose the right to work within the RSA's and Zoning Ordinance and Codes.

Mr. Castagna expressed the Town would not necessarily receive the grant; a private developer would acquire the grant. There were specific rules that apply to the grant but they did not circumvent the regulations or building codes.

Justin Purpura expressed HUDS building standards were a higher standard than the states.

Paul Mausteller expressed he wouldn't be popular; but what if the Town set up their own housing authority and generated money for our own town.

Mr. Castagna expressed that would be an awful lot of work but it was an option.

A. Gaudiello expressed this was just an exercise, a possibility, something to think about and if people had other thoughts they were interested in implementing they should take that up with the selectmen. It was not up to Mr. Castagna to clarify for them; you would take that to town governance.

Chris Vachon asked how many units there were being placed in Franklin.

Mr. Castagna expressed a private housing authority was developing 56 units.

A. Gaudiello expressed his feeling was that this was not something people wanted to see in Barrington, although this was a thought and not something actually being proposed.

#### 5. Presentation of certification of James & Karen Atkins 9.6 Special Use Permit (Map 241, Lot 37)

M. Gasses expressed that she had reviewed the plans and all the conditions had been met.

*A motion was made by F. Nichols and seconded by R. Spinale to have the chair sign the plan. The motion carried unanimously*

#### 6. Discuss proposed revisions to the Rules of Procedure if time allows.

F. Nichols expressed at a prior meeting the Board had discussed the need to address how to handle review of the minutes to which a Board member had recused themselves and had volunteered to take on the task of proposing language. Mr. Nichols went on to express that he had proposed revision to the rules of procedure to address this and a couple of other issues.

The first change was to item #5 where the proposal was to delete "and shall not participate in any way during the deliberations by the Board. Upon the close of the public hearing, alternates must remove themselves from the table and sit with other members of the public unless they are sitting in place of another member."

After discussion the consensus of the Board was to include this revision as proposed.

The Board felt the language was consistent with current practice.

The second change was at #6 where the language “Members are expected to dress appropriately. Sport or dress shirts with collars are appropriate. Golf shirts, tee shirts, and shorts are not appropriate” was suggested.

After discussion by the Board the consensus was to only add, “Members are expected to dress appropriately”.

The third proposed change was under IV. Meetings at 1(c) where the language “The Town Planner shall prepare recommendations for each item on the Agenda that would contain appropriate content to be used for a Motion that would include statute references and attorney suggested wording. A separate such recommendation would be included for each waiver request. An alternate recommendation shall also be similarly written that identifies the basis for a vote/decision that would be made if the Board decided to not follow existing statutes, rules, policies, ordinances, etc.”

The consensus of the Board after discussion was to strike the entire proposed language.

M. Gasses had expressed great concern with the language and felt it was inappropriate for her to formulate motions for the board.

The fourth proposed change was at #5 (a) where the proposed language was to add “The Chair, at his or her sole discretion, may elect to keep Alternate Members seated in place of the absent voting Board on agenda items that were discussed at length”.

After considerable discussion the consensus of the Board was to strike the proposed amendment. Much of the discussion focused on the fact that only the eligible member can decide whether to sit on an application or not, much the same as a recusal.

The fifth proposed change was at #7(c) where the proposed language was to add “Minutes shall record the vote on each agenda item and summarize concerns, recommendations, and explanations of votes made by Board members. They shall not contain verbatim statements or capture all comments or questions.

Discussion and approval of Minutes shall be limited to eligible voting Board Members and Alternative Board Members. Except as noted for recused members, all Members present when Minutes are being discussed are eligible to participate. Voting Members and Alternative members that were recused from an agenda item are not eligible to participate in the discussion of that item during review and approval of minutes but are eligible to participate on all other items. Changes to minutes may be suggested by eligible members and the minutes shall be changed or not changed based upon a consensus of eligible members. After all items on the Minutes have been discussed and modified as agreed, the Chair shall approve the minutes as a whole without a vote.”

The consensus of the Board after discussion chose to strike “without a vote” and replace with “with unanimous consent”.

The change was consistent with the recent review process the Board had been using following the “ruling of the chair”.

7. Cases before the board on April 5, 2016.

The Board would have four applications on the Agenda on April 5<sup>th</sup>; a lot line revision, a two lot subdivision, a 4 lot subdivision and a sign permit application.

\*8. Review of a request for a building permit on Small Road a private road, for Janice Erricolo Map 107, Lot 4.

M. Gasses expressed the proposed home was located on an existing gravel road where several homes were located. The Board had recently dealt with requests for building permits on this road. A recommendation from Peter Cook was included in the Board’s materials. There were four lot #4’s on Small Road and she had issued a memo from the Board back in November of 2015 for another lot #4.

A. Gaudiello asked if there was any reason the request ran afoul of any of the regulations or the ordinance.

A. Gaudiello expressed that without objection we would have Marcia send a letter that the Board had no objection to the issuing of the building permit.

\*9. Presentation of certification of Chestnut Woods on Tolend Road and Calef Highway for Subdivision (Map 220, Lot 57)

A. Gaudiello asked if the conditions of approval had been met.

M. Gasses stated the conditions had been met.

D. Ayer asked if the plans included trails.

M. Gasses expressed that had not been part of the Planning Board’s approval, but maybe one of the considerations the selectmen were considering as part of their acceptance of the open space. The open space could also be held by the homeowner’s association.

*A motion was made by F. Nichols and seconded by J. Jennison to have the chair sign the plans. The motion carried unanimously*

### **SETTING OF DATE, TIME AND PLACE OF NEXT MEETING AND ADJOURNMENT**

April 5, 2016, at the Early Childhood Learning Center at 6:30 p.m. 77 Ramsdell Lane.

Without objection the meeting was adjourned.

Respectfully Submitted,

Marcia J. Gasses  
Town Planner and Land Use Administrator.