

PRESENT: Vadney, Chairman; Bayard, Secretary; Flanders; Finer; Granfield;  
Touhey; Kahn; Edgar, Town Planner; Harvey, Clerk

Finer moved, Bayard seconded, THAT THE MINUTES OF DECEMBER 28,  
2004, BE APPROVED AS PRESENTED. Voted unanimously.

### APPLICATION SUBMISSIONS

1. **ROBIN GRANT/PAM ZERBER** – Architectural Design Review of a proposed addition to an existing structure, Tax Map U15, Lot 12, located at 85 NH Route 25 in the Central Business District.\*

Application, elevation plans and abutters list are on file. Filing fees have been paid. Recommend application be accepted as complete for purposes of proceeding to public hearing this evening.

Finer moved, Granfield seconded, THAT WE ACCEPT THE APPLICATION OF ROBIN GRANT/PAM ZERBER FOR ARCHITECTURAL DESIGN REVIEW. Voted unanimously.

2. **ROBERT F. & RITA L. HARLOW AND JOHN AND ANN LINK** – Proposed Boundary Line Adjustment to transfer 3,402 sq. ft. from Tax Map U35 – 7 to Tax Map U35 – 8K-1, located on Tall Pines Way in the Shoreline District.\*

Application, Boundary Line Adjustment Plan and abutters list are on file. Filing fees have been paid. Recommend application be accepted as complete for purposes or proceeding to public hearing this evening.

Finer moved, Granfield seconded, THAT WE ACCEPT THE APPLICATION OF ROBERT F. & RITA L. HARLOW AND JOHN AND ANN LINK FOR A PROPOSED BOUNDARY LINE ADJUSTMENT. Voted unanimously.

3. **TOWN OF MEREDITH** – Proposed Site Plan to construct an 18,000 sq. ft. Community Center with related site improvements, Tax Map U11, Lots 50 & 50A, located on Daniel Webster Highway and Circle Drive in the Central Business District.\*

1. **TOWN OF MEREDITH** – Architectural Design Review of a proposed Community Center, Tax Map U11, Lots 50 & 50A, located on Daniel Webster Highway and Circle Drive in the Central Business District.\*

Applications, Site Plan, Elevation plans and abutters list are on file. Filing fees have been waived. Recommend applications be accepted as complete for purposes of proceeding to public hearing this evening. Voted unanimously.

### **PUBLIC HEARINGS**

1. **DEAN R. AND BARBARA J. BEDDINGFIELD:** (Rep. Eric Roseen)  
Continuation of a public hearing held on December 28, 2004, for a proposed major subdivision of Tax Map S08, Lot 2, into three (3) lots (3.18 ac., 5.18 ac., 10.31 ac.) located on Meredith Neck Road in the Meredith Neck District. Application accepted November 23, 2004.

Mr. Roseen announced that the driveway issue had not been resolved and so he did not if the Board wanted to hear again. Edgar – As you may recall, there was uncertainty as to whether or not a wetland on the subject property was designated or non-designated and has a corresponding setback issue for the driveway that falls within the 100' protective buffer of the designated wetland. Bill Edney, Zoning Administrator, has contacted the wetland scientist to set something up to sit down and go over the issues and that has been scheduled for tomorrow. At this point, we don't have the additional information.

Flanders moved, Finer seconded, THAT WE CONTINUE THIS HEARING TO JANUARY 25, 2005. Voted unanimously.

2. **ROBIN GRANT/PAM ZERBER:** (Rep. John Pettit)

There is an approved site plan for this project. We have been contacted to assist in the development of a complimentary design to the existing architectural envelope. We have a footprint on the southern edge of the building and essentially within the approved footprint, we are creating an addition to the gabled main section of the house. The new structure will come out and under the 10' distance that was approved, we would be creating a farmer's porch like element in the back ell enclosing it in windows to create additional display for her retail consignments. This is the conversion of a building that has been utilized as a residence. A new entrance would be created off the parking area. The driveway entrance will remain unchanged. NHDOT wanted to make it clear to the Board that the driveway and parking lot is essentially unchanged. We are proposing to rework the back ell of the building and create this new addition on the side in proportion with the existing cottage. Edgar – Applicant has addressed

each of the criteria in the ordinance. This is pretty straightforward and we've already approved the site plan. The real task is trying to keep the building in proportion and context to the existing cottage. In order for the Board to approve the application for Architectural Design Review, the Board would need to find that the proposed design demonstrates substantial conformity with the general and specific criteria set forth in the ordinance. Hearing closed at 7:45 p.m.

Finer moved, Bayard seconded, THAT WE APPROVE THE APPLICATION FOR ARCHITECTURAL DESIGN REVIEW OF A PROPOSED ADDITION TO AN EXISTING STRUCTURE, TAX MAP U15, LOT 12, LOCATED AT 85 NH ROUTE 25 IN THE CENTRAL BUSINESS DISTRICT, AS PRESENTED. Voted unanimously.

3. **ROBERT F. & RITA L. HARLOW AND JOHN AND ANN LINK:** (Rep. Harry Wood)

These properties fall between Soley Lane and Lovejoy Sands Road. The Harlow lot is a portion of Tall Pines Condominium. Mr. Link's lot is an abutting property and is an odd shaped lot. The Link lot is rather unusual in shape, the rear portion of it came to an extreme point in the back and actually went behind the Harlow residence and created an odd configuration. Mr. Harlow went to the Zoning Board on 9/9/04 and was granted a variance to reduce the size of the non-conforming Link lot. The ZBA action was necessary because the Link lot is non-conforming and special permission is required to make it more non-conforming and move Parcel A (3402 sq. ft.) from the Link property to the Harlow property. The condominium association has authorized the purchase of Parcel A to be annexed to Unit 1. Plan notes have been added. Draft conveyance deeds will be provided for review by staff. Executed deeds shall be recorded with the mylar. Link's property would be reduced and if this lot is encumbered by a mortgage, the mortgage shall be released. If there is no mortgage, the applicant's attorney shall verify the absence of a mortgage in writing. The condominium declarations would need to be amended to reflect the description of the common area and be recorded with the Boundary Line Adjustment.

Bayard moved, Granfield seconded, THAT WE APPROVE THE PROPOSED BOUNDARY LINE ADJUSTMENT OF ROBERT F. & RITA L. HARLOW AND JOHN AND ANN LINK TO TRANSFER 3,402 SQ. FT. FROM TAX MAP U35, LOT 7, TO TAX MAP U35 – 8K-1, LOCATED ON TALL PINES WAY IN THE SHORELINE DISTRICT WITH THE FOLLOWING CONDITIONS: (1) THAT THE APPLICANT PREPARE A DRAFT CONVEYANCE DEED FOR REVIEW BY STAFF. (2) THAT AN

EXECUTED DEED BE PROVIDED FOR RECORDING WITH THE MYLAR. (3) IF LOT 7 IS ENCUMBERED BY A MORTGAGE, A MORTGAGE RELEASE IS REQUIRED. IF THERE IS NO MORTGAGE, APPLICANT'S ATTORNEY SHALL VERIFY THE ABSENCE OF A MORTGAGE IN WRITING. (4) THE FINAL PLANS SHALL INCLUDE A NOTE THAT PARCEL A BE MERGED WITH AND BECOME PART OF UNIT 1 LIMITED COMMON AREA OF THE TALL PINES CONDOMINIUM AND CANNOT BE SOLD SEPARATELY; AND (5) FINAL PLANS REFERENCE THE PLAN, PLANNING BOARD APPROVAL AND THE ASSOCIATED DECLARATION OF CONDOMINIUM IN RELATION TO THE 1979 APPROVAL THAT CREATED THE CONDOMINIUM. Voted 7-0 in favor of the motion.

2. **TOWN OF MEREDITH:** (Rep. Chris Williams, Liz Venus and Fred Mock) (Flanders and Granfield stepped down)

Mock - This site is 3.68 acres in size. The prime wetland setback lands itself 60-75% into this parcel. The existing buildings on this property will be removed. The site is paved and/or gravel from stem to stern. There is an existing access that is opposing Plymouth Street, plus an access off Circle Drive. We are no longer planning to have an access off Route 3. All access will occur through Circle Drive. New building will be 18,000 sq. ft. in size and will be moved forward to be consistent with other buildings in the area and will allow for parking in the rear. A front setback reduction has been requested pursuant to the Architectural Design Review Ordinance. Drop off, bus parking and handicap parking will be one way from Circle Drive around the parking lot and back out. Sidewalks will be provided on Circle Drive and Route 3 all the way down to the terminus of what you have constructed previously along Route 3 and what is now the access into the Prescott Park area. Wetland applications have been prepared for the State. We show an access to a potential bridge crossing to allow use of the park and the community center without having to go along Route 3. That's not part of the design package, but it is part of the sedimentation application that we provided to the Zoning Board. Some improvements to the parking area will not impact the wetlands, only buffer impacts are proposed. Site will be less impervious than it is presently. Presently, the site sheet flows across the steep slope and finds its way predominantly by sheet flow, but there's a culvert in this location that does concentrate some flow over the bank, all untreated. What we're doing in this proposed drainage plan is to take the storm water either by flow through the parking area or factoring in the catch basin system all the area including roof drains and access around the building direct to a catch basin in the right-hand corner of the parking lot. It then finds its way through a headwall and grass treatment swale for stormwater and that is then captured and returned to the Hawkins Brook

complex. That, in essence is where the storm water went previously untreated. The front of the building sits higher than the road and will sheet flow to Route 3 and that area is not treated. However, what was pavement before, predominantly is now grass. This plan remediates erosion, which has occurred recently. There are a series of catch basins along the sidewalk that is curbed to allow storm water to capture and then enters into the wetland. A lighting plan has been provided with two double luminaire lights in the island area in the parking lot. Six architecturally designed lights will be provided in the front of the building. We have concentrated the lights in the areas that are appropriate. The plan also provides a connection to an existing 8" water main along Circle Drive that connects into the Town system. The sewer exits the rear of the building and ties into the Route 3 sewer line and a grease trap is proposed at this location. A landscape plan has been submitted and a scaled-down plan will be resubmitted. Much of the land planning, trails, landscaping, etc., has had lots of good help from Vint as well along the way. The Conservation Commission locally has issued a positive recommendation to move forward to the NH Wetlands Board. I did speak with Joscelyn Daigler the end of last week and she said that is next on her agenda. Because this is a major impact to the wetlands, it will require a public hearing. The site specific application is ready to submit. The application to the Zoning Board for Special Exception is on file because this site falls within the 150' protective buffer associated with the Hawkins Brook prime wetland and a Special Exception is required for parking in the setbacks. Liz Venus - Ninety (90) parking spaces are being proposed for this project, 85 10' x 20' spaces, 4 HC and 1 bus. Parking regulations do not address community centers. Parking is based on similar type uses in the Town's Parking Regulations, 1 space per 200 sq. ft. of building area. It is anticipated that Town Board meetings will be held at the Community Center, but not Town Meeting because seating is not sufficient. The property line has a jog on Route 3 and the building complies with the setback with the jog, but in fact it is 17' from the building to the property line. We felt it was very important to bring the building forward because the building across the street is forward and when heading South on Route 3 this building should be seen and we're wanting this building to become the gateway to the North end of the Town, if it were pulled back, that would not happen. Venus – We are using a lot of materials that are sensitive to the architectural language of Meredith, using clapboards and trim and double hung windows. The scale of the building is intended to relate to the residential area, but also to address the street. We will have gables that face Route 3 as well as gables facing Circle Drive towards the main entry. We are bringing a main entry gable over the primary entry to the building. We will also be making a very large effort to bring the scale down of the multi-purpose room with landscaping and trees along the side which is the prominent side of that large piece of the structure. Edgar – As mentioned,

the lot coverage has been reduced and falls within the limits provided for in the zoning ordinance. A Special Exception is required from the ZBA and if we are subject to a favorable vote tonight, we are looking at a February 10<sup>th</sup> meeting date of the ZBA to consider the wetland setback issues. A Dredge & Fill is required from the State of NH. Staff has reviewed the plan set. There are minor odds and ends that have come up as a result of that review that would need signoffs from the effected Department Heads. Bob Hill has completed his review and provided a detailed letter relative to minor technical issues. The most significant issue is to make sure when we build the sidewalk on Route 3, we don't inadvertently damage the sewer line in that area when we reset some guardrail. There will be a requirement to relocate some utility lines and that's being coordinated with NH Electric Co-op relative to pole locations and transformer locations. The Fire Chief has had some conversations with the Co-op on that. The final plans will need the Fire Chief's signoff as well. Access permits are required from the Town of Meredith on the Circle Drive side and the NHDOT given the proximity of the Route 3 intersection to the project site. Prior to construction of the Route 3 improvements, the DOT would need to issue an excavation permit for the catch basin, curbing, sidewalk and guardrail work that's being proposed. With respect to storm water management, the company Fred Mock represents has been retained to provide all of the civil engineering services. The reduction in impervious cover will result in less storm water runoff than current conditions. The majority of the site runoff including the buildings and parking lot runoff will be collected via a closed system and directed thru a 120' treatment swale before it is discharged into Hawkins Brook. This drainage proposal will also be evaluated by NHDES in relation to both the wetlands and terrain alteration permits. Mike Faller has reviewed the parking lot grading plan and will be discussing possible elevation adjustments with McFarland-Johnson to determine whether or not they can better facilitate winter maintenance. The parking lot layout will remain basically unchanged as would the ultimate end result of where the drainage goes. It is our understanding at staff level that the islands in the parking lot would actually be striped as opposed to curb and final plans would depict the striping in the absence of curbing and make sure that the drainage is coordinated accordingly. The plan set includes provisions for temporary and permanent erosion control measures including silt fence, seeding, jute matting, stone check dams and construction sequencing. This drainage plan will also be reviewed by NHDES in relation to site stabilization and all State permits required. As indicated, 89 parking spaces have been provided, 4 of which are handicap accessible. The number of handicap spaces and the parking dimensions and aisles are all consistent with the site plan review regulations. The Board needs to be comfortable based on the applicant's presentation that the 89 spaces are adequate. A detailed

landscape plan has been submitted. Plant materials have been identified by type and size in accordance with our regulations. It is my understanding that the applicant will be resubmitting a revised landscape plan provided that the design intent of the revised plan is clear to the Board, the review of revisions to that landscape plan could be handled administratively. With respect to lighting, in the packet that Liz provided, there are lighting details. Lighting details have been submitted. All the lighting that's being proposed are cutoff fixtures. The architectural lighting shown on Page 11 is very similar to what we have in Community Park although it is a cutoff fixture. The parking lot lighting to the rear of the site is cutoff, but it's more of a conventional parking lot light as opposed to architectural light. There are two of those provided for in the site plan package. Snow storage would basically be at the rear of the site. Final plans will need to show fuel supply storage locations. The building will be heated by oil, the oil tank will be in the building. There will be propane for the generator and propane tanks need to be located on the final plans and signed off by the Fire Chief relative to all applicable codes. There is a dumpster provided in the upper portion of the site plan in the vicinity of the kitchen and the dumpster enclosure (fencing) details have been submitted. In the packet from the architects, there are some different sign details to try to give a feel for the intent of what the sign package will be like. For our purposes and architectural review, the signage needs to be consistent with the intent of the architecture and complimentary to the building. The actual details and dimensions of the proposed signs would come under sign permitting which is typically issued by the Building Inspector. He does the final check to make sure that the height and size of the signs comply with zoning. With respect to the architectural design review, the Town of Meredith in this case is the applicant and has sought relief from the front setback. The request is included in the application and has been referred to the Fire Chief, Director of Public Works and Code Enforcement Officer for their review in accordance with the requirements of the ordinance. They have considered the request and have no objection to the setback reduction. Vadney – It also makes it a little more pedestrian friendly and puts more parking behind the building. Williams - We have put in major effort from an architectural standpoint to design the building so that it isn't a massive appearing building, by creating gable ends. We are trying to bring the roof massing down on the multi purpose room by creating a gable creating the effect of dormers along the side. We felt it important in that part of Town not to have something in that looks like a monumental box. We have a list of fairly minor details that need to be added to the final plans. None of it has any material effect on the layout, the size of the building or the orientation of the building. Williams – With the sign that's out by Route 3, we have a dumpster that we need to accommodate outside the kitchen and the thought

was if we included an enclosure there, the some of the walls of the enclosure would actually be the signage. That way we would not call attention to any of those items. People would focus on the signs instead of dumpster. Bayard – Is there any special way you deal with the winter conditions if you can't see stuff much in the winter? Venus – Part of the reason for the removal was because of winter conditions and for plowing. Vadney – You currently have a crosswalk approved that is further down by the other existing park and then you are trying to get one approved to go almost directly in front of this building. Venus – With the Plymouth Street provision that is currently in place, there is an opportunity for us to cross where the "Y" is in the sidewalk. Touhey – Is any thought being given to a pedestrian light there? A push button activated pedestrian light. You've got Plymouth Street merging in there, there's a lot of vehicular traffic there, Ambrose trucks coming up and making their turn into their property there and all the traffic going to the transfer station. In this area, 90% of the recreation in Town is going to take place here. I'm really uncomfortable with just a pedestrian crosswalk without a light. C. Granfield – In discussions with DOT and the crosswalk, they were positively swayed we had talked of putting flashing lighting at the actual pedestrian crossing. We hadn't discussed that but knowing the crosswalk was going to be there, they felt that was a good option to have similar to what you have at Route 104 and 3. Vadney - Normally, the State doesn't look favorably on putting a stop light out in the middle of a road someplace. Actually, from a safety standpoint, it can be a curse more than a blessing because it can give pedestrians a false sense of security. J. Granfield – You almost have to way to see what your pedestrian traffic flow is before you can make a good argument for the lights. One of the problems is you've got good site distance both ways and what is going to happen is even if you have one there, especially when you've got kids crossing, they pay no attention to it if the way is clear. You sometimes create a more dangerous situation. Edgar – Any crosswalk is going to have to be fully permitted by the State and they are going to be very cautious that they don't create an unsafe situation. Vadney – We knew from the plan a year and a half ago that the problem wasn't the posted speed limit out there, it was the actual speeds traveled. Edgar – We hope that by realigning the end of Plymouth Street forcing people to come to a stop when they are exiting Plymouth Street as opposed to the 45 degree angle and almost force a near stop to take a right turn into the northern lane of Plymouth Street may have some beneficial effect on travel speeds. Kahn – Have we given any consideration to lighting the crosswalks at nighttime? Venus – Right now in the plan, there is conduit that will be run out to that location for future lighting. Edgar – I believe there is a street light at the intersection of Plymouth Street and Route 3 in that little island. Fred Mock – We've had 4 meetings with various DOT members, Jack Cilley being the

one we've talked with the most. This plan does not include a crosswalk per se because of the things you've heard earlier and as John had mentioned earlier, the concern that DOT had was the speeds through that corridor. We had brought up to them lighting issues, but the wisdom that they imparted to us was to wait. So this plan set does not include that. Vadney – What are you planning for a kitchen? Venus – The kitchen is a very flexible commercial kitchen. It serves the needs for meals-on-wheels and community action program and also senior services will be using this kitchen on a daily basis to have lunches Meeting Room C located right next to the kitchen. It's also a kitchen that can be used for catering if somebody rents out the meeting rooms and wanted to use the kitchen in that way and it's also a kitchen that might be able to support some cooking classes. Williams – If the building is used for emergency purposes, the kitchen suit that as well. Venus – It's a very flexible plan and anything that isn't hard wired into the building is on casters so rearranging the kitchen a little bit is possible depending on what the needs are. Edgar – I just want to reinforce that one of the elements and Chris touched on it is looking at this as an emergency management operation center, I believe there's some space that isn't dedicated 100% to emergency management, but in the event we needed it, it would be up and running for when we do need it for people in the community to stay at that location to feed them or whatever. It's been part of the thinking since the outset. Finer – Is it going to have a propane generator backup? Propane is required for the generator and the range and requires two separate tanks. Sue Valliere – My husband was involved in getting this thing off the ground years ago and it was his intention and I believe it has stayed the same that this be a community center for the whole community, not just for children (for seniors and anybody who needed to use it) and I know that the Meredith Senior Center is eager to get in there among other groups who would like to have a place where they could meet. It looks like the design has been made to accommodate everyone. Marie Valliere – Expressed concern that future trails might eliminate some native foliage in the area of the slope which creates the buffer between the Hawkins Brook wetland and the uplands. Impact will be minimized in that area. Edgar – One thing that we've talked about relative to some of the environmental permitting that's not part of this specifically, has to do with another way to cross the brook other than just on the highway. Part of the idea there is that if we provided another pedestrian crossing over the brook so you don't have to go out to the highway would be to focus people on the trails so they are not indiscriminately going up the banks and blasting across the brook and the like. Hearing closed at 9:30 p.m.

Finer moved, Bayard seconded, THAT WE CONDITIONALLY APPROVE THE PROPOSED SITE PLAN FOR THE TOWN OF MEREDITH TO CONSTRUCT AN 18,000 SQ. FT. COMMUNITY CENTER WITH RELATED SITE IMPROVEMENTS, TAX MAP U11, LOT 50 & 50A, LOCATED ON DANIEL WEBSTER HIGHWAY AND CIRCLE DRIVE IN THE CENTRAL BUSINESS DISTRICT, SUBJECT TO THE FOLLOWING CONDITIONS:

- (1) A NHDES DREDGE & FILL PERMIT IS REQUIRED AND SHOULD BE CROSS-REFERENCED ON THE FINAL PLANS.
- (2) SPECIAL EXCEPTIONS ARE REQUIRED FROM THE ZONING BOARD OF ADJUSTMENT FOR DEVELOPMENT WITHIN THE 150' PROTECTIVE BUFFER ASSOCIATED WITH THE HAWKINS BROOK PRIME WETLAND AND FOR PARKING WITHIN THE SETBACKS AND SHALL BE CROSS-REFERENCED ON THE FINAL PLANS.
- (3) FINAL PLANS SHOULD NOTE THE WETLAND SCIENTISTS CERTIFICATION NUMBER, THE DELINEATION STANDARD THAT WAS USED AND THE DATE OF THE FIELD WORK.
- (4) FINAL PLANS NEED TO BE SIGNED OFF BY BOB HILL OF THE WATER AND SEWER SUPERINTENDENT AND CHUCK PALM, FIRE CHIEF WITH REGARDS TO THE UTILITIES.
- (5) THE DPW DRIVEWAY PERMITS ARE REQUIRED AND SHOULD BE REFERENCED ON FINAL PLANS.
- (6) THE NHDOT DRIVEWAY PERMIT IS REQUIRED WITH RESPECT TO THE CIRCLE DRIVE/US ROUTE 3 INTERSECTION SHOULD BE CROSS REFERENCED ON FINAL PLANS.
- (7) THE SIDEWALK IMPROVEMENTS WILL REQUIRE A NHDOT EXCAVATION PERMIT FROM NHDOT PRIOR TO CONSTRUCTION IN THE STATE ROW.
- (8) A NHDES TERRAIN ALTERATION PERMIT IS REQUIRED.
- (9) FINAL PLANS NEED TO DEPICT THE STRIPING AND BE SIGNED OFF BY MIKE FALLER AND PLANS WILL BE CLARIFIED TO BETTER FACILITATE WINTER MAINTENANCE.
- (10) THE PARKING SUMMARY HAS BEEN APPROVED AS PRESENTED AND SHOULD BE NOTED ON FINAL PLANS.
- (11) FINAL PLANS SHOULD IDENTIFY ANY DESIGNATED LOADING ZONES, IF ANY.
- (12) THE REVISIONS TO THE LANDSCAPE PLAN TO BE HANDLED ADMINISTRATIVELY BY STAFF.
- (13) SNOW STORAGE AREAS SHOULD BE IDENTIFIED ON FINAL PLANS.

- (14) FINAL PLANS SHOULD INDICATE ALL OUTSIDE FUEL STORAGE AREAS WITH A SIGN OFF BY CHIEF PALM.
- (15) THE USUAL RIGHT TO REVIEW AND AMEND.

Voted 7-0 in favor of the motion.

Bayard moved, Finer seconded, THAT WE APPROVE THE ARCHITECTURAL DESIGN REVIEW OF THE PROPOSED COMMUNITY CENTER FOR THE TOWN OF MEREDITH, TAX MAP U11, LOTS 50 & 50A, LOCATED ON DANIEL WEBSTER HIGHWAY IN THE CENTRAL BUSINESS DISTRICT, SUBJECT TO THE FOLLOWING:

- (1) THE SETBACK REDUCTION IS NECESSARY TO FULFILL THE PURPOSE OF THE ORDINANCE AND ONE OR MORE ELEMENTS OF THE BUILDING PERFORMANCE CRITERIA; AND
- (2) THE REDUCTION WILL NOT BE DETRIMENTAL TO PUBLIC HEALTH, SAFETY OR WELFARE.
- (3) IN ORDER FOR THE BOARD TO APPROVE THE APPLICATION FOR ARCHITECTURAL DESIGN REVIEW, THE PLANNING BOARD MUST FIND THAT THE PROPOSED DESIGN DEMONSTRATES SUBSTANTIAL CONFORMITY WITH THE GENERAL AND SPECIFIC CRITERIA SET FORTH IN THE ORDINANCE.

Voted 7-0 in favor of the motion.

Edgar – Mr. Chairman, we need to discuss the issue Mr. Touhey raised for an advisory requesting to have a light. Vadney – A motion that the Board backs the idea of a flashing light both North and South of the proposed location of the Community Center.

Touhey moved, Finer seconded, THAT THE PLANNING BOARD REQUESTS THE TOWN TO SEEK APPROVAL OF FLASHING SAFETY LIGHTING AT THE NORTH AND SOUTH APPROACHES TO A CROSSWALK LOCATED AT THE COMMUNITY CENTER LOCATION. Voted unanimously.

Vadney will sign a letter of some type working with John to coordinate it so it will add some backbone to the idea. Touhey – I think Bill and I have made our points clear that in our opinion there needs to be two lights. There needs to be a caution light on the approach from the North

and a caution light at the approach from the South. The Board would be sending that advisory to the Selectmen and the Town Manager and then they would presumably be directing Mike to follow up on the details.

### TOWN PLANNER'S REPORT

1. **RUEL SUBDIVISION PLAN** – We have the mylar for the Ruel Subdivision and this is a two-lot subdivision located on Sunset Hill Road. Sewer will come in over the abutting property. We have the draft easement and the plans have been modified to reflect the requirements of the Water & Sewer Department and the plan is ready for signature.
2. **GYPSY CAMP TRUST** – We had received a request a while back to have the Gypsy Camp Subdivision Plans, this is a two-lot condo, signed outside of a meeting. We're in an administrative mode and I've been advised that they basically will have their fully approved septic designs shortly and that's basically the last condition. They have resolved all the legal issues. They have asked us to reiterate a letter that was submitted a while back to get authorization for you guys to sign that plan outside of a meeting. Bayard – If it's all right I'm going to be out of town a bit just so someone else can be authorized to sign in my absence. How about Pam or Bill? Edgar – I don't have a problem with it as long as we're clear what we are doing. I think the intent really is to have officers do it, but the real intent is counter signatures.
3. **EAST COAST FLIGHTCRAFT** - This is the project out on Route 104. If you've been by there lately, you don't see any shrink wrap or anything anywhere in the back and you don't see any boats anywhere on the sides. Harry had submitted these awhile back and I had asked for a clarification on the parking stalls on the side of the building for folks awaiting maintenance and we wanted clarification so we've added a couple words on the plan. Granfield – There was one space devoted to putting one boat on display which he's done, but he also is putting cars out there for sale. Right now, he has a car out there. Was that just limited to boats or could he do that? Edgar – I can't answer that. There was nothing out there when I came by today. I don't think we run the risk of this becoming an auto dealership. If it becomes an issue down the road, we can haul it back in and deal with it.
4. **BRAD LEIGHTON** – In the process of looking at tenants, there is a local fellow who sells the road salt mix you've seen on the news known as "magic salt". It's a by-product of fermentation and it's some kind of chemical they apply to the salt basically to make it more effective. There's

a couple of containers of this material in the yard and so they sent in all of the data sheets and material on it. It appears to be pretty safe. I had told Brad that I wanted them to come back and speak to the Board directly because we have a note on the plan that basically precludes outside storage of hazardous chemical materials. It certainly does not appear that this is hazardous, but on the other side, we didn't approve that to be a storage yard. Just to make sure we're all clear and on the same page, we've asked them to come back in and speak with you about that issue. At that time, you can review the literature and we can get recommendations as we need to and deal with it as you think best. Kahn – What happened to the berm? Edgar – That is being built. They are aware of that. Bill has sat down with them and gone through the decision and that is going to be done. Lou had pointed out that part of the requirement was that a small berm to encircle that parking lot, kind of a source of containment. That is yet to be constructed. The product is magnesium chloride.

3. **REVIEW OF ZONING PUBLIC HEARING** – John discussed with the Board what came out at the public hearing held on January 4, 2005, regarding some zoning changes and how we should proceed for presentation to the Town Meeting in 2006. It was the consensus of the Board that some refinement of the changes is in order.

Meeting adjourned at 10:04.

Respectfully submitted,

Mary Lee Harvey  
Administrative Assistant  
Planning & Zoning Department

The above minutes were read and approved by the Meredith Planning Board at a regular meeting on \_\_\_\_\_.

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William Bayard, Secretary  
Meredith Planning Board