

PRESENT: Vadney, Chairman; Sorell, Vice-Chairman; Bayard, Secretary; Flanders, Selectmen's Rep.; Kahn; Dever; Touhey; Lapham, Alternate; LaBrecque, Town Planner; Harvey, Clerk

Flanders moved, Sorell seconded, THAT WE APPROVE THE MINUTES OF JANUARY 13, 2009, AS PRESENTED. Voted unanimously.

APPLICATION SUBMISSIONS

1. **ROSE REVOCABLE TRUST** – Proposed Boundary Line Adjustment between Tax Map U18, Lot 12 & 13, located at 50 and 60 Wagon Wheel Trail in the Shoreline District.

The proposed BLA is for the purpose of adjusting the lot line between Lots 12 and 13 to allow an existing driveway to be entirely located on Lot 12. An area of 6,645 sq. ft. of Lot 13 will be conveyed to Lot 12 and 4,986 sq. ft. of land will be conveyed from Lot 12 to Lot 13. The lot lines to be discontinued are labeled as such. Lot 12 has an existing dwelling and both lots meet the minimum lot size requirement for the Shoreline District. Both lots have the ability to connect to town sewer. BLA plan and abutters list in file. Application fees have been paid. Due to both lots being lots of record, a waiver is requested for the topography, wetland information as well as the soils data. Recommend application be accepted as complete for the purpose of proceeding to a public hearing this evening.

Sorell moved, Kahn seconded, THAT WE ACCEPT THE APPLICATION OF ROSE REVOCABLE TRUST FOR PURPOSES OF PROCEEDING TO A PUBLIC HEARING THIS EVENING. Voted unanimously.

2. **MARK MURPHY FOR MICHAEL & MICHELE MERRILL** – Proposed Site Plan to construct a bank with related site improvements, Tax Map U15, Lot 14, located at 71 NH Route 25 in the Central Business District.

The proposed site plan application is for the purpose of constructing a bank and site related improvements. The site currently has a single-family dwelling situated on Route 25 in-between the Irving Gas Station and the Etcetera Shop. The project includes a large fill area with subsurface drainage. There is designated wetland located on the south side of the project. The site plan and abutters list is in the file. Application and technical review fees have been paid. Recommend application be accepted as complete for the purpose of proceeding to a public hearing this evening.

Sorell moved, Flanders seconded, THAT WE ACCEPT THE APPLICATION OF MARK MURPHY FOR MICHAEL & MICHELE MERRILL FOR A PROPOSED SITE PLAN AND PROCEED TO PUBLIC HEARING THIS EVENING. Voted unanimously.

3. **BRUCE K. PLATTS & FAYE D. FOSTER** - Proposed Site Plan to convert existing commercial and residential structure to professional offices, Tax Map S13, Lot 15C, located at 164 NH Route 25 in the Residential & Forestry/Rural Districts.

The applicant proposes to convert a residential and retail building to 8 professional office units ranging in size from 280 sq. ft. to 1,184 sq. ft. There are no exterior modifications for the building proposed. The site is located on the corner of Keyser Road and NH Route 25. The majority of the lot is located in the Residential District with the rear of the lot in the Forestry/Rural District. There are some site improvements associated with the project such as expansion of the parking area, modifying the entrance and the addition of landscape screening. The site plan and abutters list are in the file. Application fees have been paid. Recommend the application be accepted as complete for the purpose of proceeding to a public hearing this evening.

Touhey moved, Sorell seconded, THAT WE ACCEPT THE APPLICATION OF BRUCE K. PLATTS & FAYE D. FOSTER AS COMPLETE AND PROCEED TO PUBLIC HEARING THIS EVENING. Voted unanimously.

4. **THE WINNIPESAUKEE PLAYHOUSE** – Proposed Site Plan to establish a Theater, Actor Housing and a Children’s Theater with related site improvements, Tax Map S23, Lots 26, 27 & 28, located on Reservoir Road in the Business & Industry District.
5. **THE WINNIPESAUKEE PLAYHOUSE** – Proposed Architectural Design Review of proposed renovations to the existing structures being converted to a Theater, Actor Housing and a Children’s Theater, Tax Map S23, Lots 26, 27 & 28, located on Reservoir Road in the Business & Industry District.

The applicant is proposing to establish the Winnepesaukee Playhouse Theater at the previous Annalee Doll site. The site will include a main theater located in the barn, a children’s theater in the museum and seasonal actor housing. Annalee Dolls is currently leasing the large building fronting on Reservoir Road for administrative, retail and storage uses. The applicant is currently proposing to have the building remain as it is currently. Several site improvements include enhancing the character of the site with landscaping and walkways, connecting all buildings to municipal sewer, and the theater buildings to municipal water. Traffic circulation and drainage improvements are also proposed. Site Plan, architectural plans and abutters list are in the file. Application and technical review fees have been paid. Recommend the Site Plan and Architectural Design Review applications be accepted as complete for the purpose of proceeding to public hearing this evening.

Sorell moved, Flanders seconded, THAT WE ACCEPT THE APPLICATIONS OF THE WINNIPESAUKEE PLAYHOUSE AS COMPLETE FOR A PROPOSED SITE PLAN AND ARCHITECTURAL DESIGN REVIEW AND PROCEED TO PUBLIC HEARING THIS EVENING. Voted unanimously.

PUBLIC HEARINGS

1. **B & F MEREDITH, LLC** – Continuation of a public hearing held on December 9, 2008 and January 27, 2009, for a proposed Site Plan to construct a 12,000 sq. ft. Commercial/Retail Sales Building with related site improvements, Tax Map S19, Lots 54, 55 and 36, located on Needle Eye Road and Daniel Webster Highway in the Commercial-Route 3 South District. Application accepted December 9, 2008.
2. **B & F MEREDITH, LLC** – Continuation of a public hearing held on January 13 and January 27, 2009, on Architectural Design Review of a proposed 12,000 sq. ft. Commercial/Retail Sales Building, Tax Map S29, Lots 54, 55 and 36, located on Needle Eye Road and Daniel Webster Highway in the Commercial-Route 3 South District. Application accepted January 13, 2009.

Johnson – A cupola has been added to the architectural building plans for to help break up the length of the roof line. An MOU has been drafted and both parties have looked at it. Both the Meredith Board of Selectmen and the Laconia City Council have to review it and agree. There are still some details that have to be worked out. Kevin Morrow, Police Chief, submitted information indicating there were no accidents caused by a turning movement between Route 3 and Needle Eye Road. Safety concerns have been raised by the Board. At the previous public hearing, the Board discussed limiting the Needle Eye driveway to an entrance only. The town could apply to DOT to trim the shrubs out of the ROW if blocking the site distance from Needle Eye. A letter was received from Gary LeMay indicating trucks should not be allowed to go in or out of Needle Eye Road from this development. Touhey – People from the Needle Eye neighborhood may want to go to that shopping center and will have to come out onto Route 3, make a left turn and another left turn in the front entrance. Kahn – You can't enter or exit without being able to take a left turn and then the driveway could be cantered. Trimming brush, shrubs and trees, I object to any agreement with the developer to trim shrubs. It is not our problem. There is a driveway along Route 3 which is quite feasible. The driveway issue along the road is restricted from coming out onto Needle Eye Road. Truck traffic should be restricted from Needle Eye Road. Flanders suggested that the entrance onto Needle Eye Road be used for emergencies only and add a breakaway gate. The Board reiterated to the Needle Eye residents and the developer that the waiver of the waterfront rights is not in the purview of the Planning Board. It is a civil matter. The question was asked if one dumpster would be adequate for a 200' building especially for tenants located at the further end. Flanders was not in favor of adding the expense of a second dumpster to the project costs of the development. Dever agreed with Flanders. If trash becomes an issue, I'm sure the owners will figure out a solution. I don't see

any issue with having to walk 200' to carry a bag of trash. Flanders –If there's a volume of trash from the stores in there that requires the dumpster to be emptied twice a week instead of once, then I'm sure they will have that taken care of. To require two dumpsters there I think is unreasonable. Vadney – There are a couple things that are natural safety valves on this. (1) Whoever ends up owning that building and the renters of the individual shops as well are all going to be in favor of cleanliness I would think to keep their shops running well and if there's a need for a second dumpster, they will probably have to come back before the Board for a site review. The other side of it is, if for some reason they don't take good care of it and it becomes a public nuisance, we have the right on a commercial property for review and amend. Johnson – We didn't investigate that, we felt one dumpster was sufficient for the volume. As Mr. Flanders said, it's more a question of how many times you empty it, once or twice a week and we'd like to stick with the one.

Kahn moved, Bayard seconded, MR. CHAIRMAN, I MOVE WITH RESPECT TO B & F MEREDITH, LLC, A PROPOSED SITE PLAN TO CONSTRUCT A 12, 000 SQ. FT. COMMERCIAL/RETAIL BUILDING, TAX MAP S19, LOTS 55, 54 AND 36, THAT WE CONDITIONALLY APPROVE THE SITE PLAN SUBJECT TO THE FOLLOWING CONDITIONS:

- (1) THE PROPOSED PARKING IN THE FRONT SETBACK REQUIRES A SPECIAL EXCEPTION FROM THE ZBA.
- (2) PRIOR TO FINAL APPROVAL, THE WETLANDS PERMIT FROM NHDES SHALL BE CROSS-REFERENCED ON THE FINAL SITE PLAN.
- (3) WRITTEN APPROVAL IS REQUIRED FROM THE CITY OF LACONIA ENSURING ALL PERMITS HAVE BEEN SECURED WITH RESPECT TO EXTENDING THE SEWER LINE PRIOR TO THE PLANNING BOARD SIGNING OFF ON THE FINAL SITE PLAN.
- (4) THE NHDOT EXCAVATION PERMIT FOR THE SEWER MUST BE OBTAINED AND CROSS-REFERENCED ON THE FINAL PLANS.
- (5) A DRIVEWAY PERMIT SHALL BE OBTAINED FROM DPW AND CROSS-REFERENCED ON THE FINAL PLANS.
- (6) ACCESS TO NEEDLE EYE SHALL BE CANTED EASTWARD AT AN ANGLE NOT LESS THAN 45 DEGREES SUCH THAT TURNS FROM AND TO ROUTE 3 WILL BE DISCOURAGED.
- (7) ALL NOTES PERTAINING TO MAINTENANCE OF THE DRAINAGE FACILITIES SHALL BE SEPARATED OUT AND LABELED SEPARATELY. MAINTENANCE DOCUMENTS OF THESE FACILITIES SHALL BE KEPT BY THE OWNER AND FURNISHED TO THE TOWN UPON REQUEST.
- (8) THE PROPOSED SIGN AREA SHALL BE ADDED TO THE ARCHITECTURAL RENDERING OF THE MONUMENT SIGN AND A NOTE STATING THE MAXIMUM BUILDING SIGNAGE FOR EACH STOREFRONT IS 32 SQ. FT.
- (9) FINAL PLANS SHALL INDICATE LOCATION OF FUEL STORAGE AND BE APPROVED BY THE FIRE CHIEF.

(10) THE 12,000 SQ. FT. BUILDING SHALL BE LIMITED TO RETAIL COMMERCIAL USE. ANY CHANGE OF USE OR CONSOLIDATION OF UNITS SHALL BE CONSIDERED FOR SITE PLAN AMENDMENT AND POSSIBLE FIRE SUPPRESSION NEEDS.

(11) A PERFORMANCE GUARANTEE WILL BE REQUIRED TO GUARANTEE SATISFACTORY SITE STABILIZATION DURING CONSTRUCTION AND INSTALLATION OF THE SEWER LINE EXTENSION. THE DESIGN ENGINEER SHALL PROVIDE A UNIT COST ESTIMATE ON FORMS PROVIDED BY THE TOWN. STAFF WILL REVIEW THE ESTIMATE AND MAKE A RECOMMENDATION TO THE PLANNING BOARD. THE PLANNING BOARD SHALL ESTABLISH THE AMOUNT OF THE GUARANTEE FOLLOWING A PUBLIC HEARING. THE FORM OF THE GUARANTEE SHALL BE EITHER CASH OR LETTER OF CREDIT. THE FORMAT OF THE LETTER OF CREDIT OR CASH AGREEMENT SHALL BE APPROVED BY THE FINANCE DIRECTOR.

(12) PRIOR TO FINAL APPROVAL, EVIDENCE THAT LOTS 55, 54 AND 36 ARE MERGED. THE SITE PLAN SHALL CONTAIN A NOTE STATING NO FURTHER SUBDIVISION OF THE MERGED LOTS IS PERMITTED.

(13) PRIOR TO FINAL APPROVAL, A MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN MEREDITH AND LACONIA IS REQUIRED AS WELL AS ACCEPTANCE OF THIS AGREEMENT BY THE BOARD OF SELECTMEN AND THE CITY OF LACONIA.

(14) THE PLANNING BOARD SHOULD RESERVE THE RIGHT TO REVIEW AND AMEND ANY APPROVAL AS PROVIDED FOR IN SITE PLAN REVIEW REGULATION NOS. 7 & 17.

(15) THIS CONDITIONAL APPROVAL IS VALID FOR 24 MONTHS FROM TODAY'S DATE.

Voted 7-0 in favor of the motion.

Bayard – There was some discussion earlier about the colors for the sign being somewhat muted. It's going to be internally lit and I believe it was agreed to that they would be somewhat muted.

Bayard moved, Dever seconded, I MOVE THAT WE APPROVE THE ARCHITECTURAL DESIGN REVIEW AND FIND THAT THE PROPOSED DESIGN DEMONSTRATES SUBSTANTIAL CONFORMITY WITH THE GENERAL AND SPECIFIC CRITERIA SET FORTH IN THE ORDINANCE. Dever seconded. Voted unanimously.

3. **ROSE REVOCABLE TRUST:** (Rep. Dave Dolan)

Dolan – This is a Boundary Line Adjustment application between two pieces of property located on Wagon Wheel Trail, each have frontage on Lake Winnepesaukee. The two properties are encompassed by a large stonewall with an iron fence. To the southeasterly side of this plan is Tax Map U18, Lot 12 which has an existing house, septic system and well and is accessed through the main

gate along a paved driveway. The northwesterly side is Lot 13 and that has an existing boathouse, several sheds and that's accessed through the northerly gate along an existing gravel drive that crosses the property line. That site has no septic but does have an existing well. A sewer line was installed on Wagon Wheel Trail a few years ago and several stubs were installed at the same time so sewer is available to both parcels. The yellow highlighted area (4,986 sq. ft.) is to be transferred from U18-12 to U18-13 and is not to be conveyed separately. The area outlined in purple (6,645 sq. ft.) is to be transferred from Lot 13 to Lot 12 and is not to be conveyed separately. The result of the BLA is the driveway will be entirely on Lot 13, it's nearly an equal exchange of land. The final area of Lot 12 is 4.8 acres after transfer, the final area of Lot 13 after transfer is 3.38 acres. Setbacks are indicated on the plans. Draft conveyance deeds will be provided for review by staff as well as any necessary mortgage release. Written evidence will be provided that pins have been set prior to recording the mylar. LaBrecque – The proposed exchange of land does not compound any non-conformity with respect to lot size. Both lots exceed the minimum lot size requirements. Setbacks after the proposed adjustments are indicated on the plan. The applicant shall provide a draft conveyance deed for staff to review. Both lots are owned by the same person. The executed deed shall be recorded with the mylar. The applicant shall verify in writing whether there exists a mortgage on Lots 12 or 13. If there is a mortgage, there shall be a satisfactory release recorded in conjunction with the conveyance deed. The surveyor of record shall provide written evidence that all pins have been set prior to recording the mylar.

Touhey moved, Dever seconded, I MOVE WE APPROVE THE PROPOSED BOUNDARY LINE ADJUSTMENT BETWEEN TAX U18, LOTS 12 AND 13, LOCATED AT 50 AND 60 WAGON WHEEL TRAIL IN THE SHORELINE DISTRICT, AS PRESENTED THIS EVENING SUBJECT TO THE APPLICANT PROVIDING DRAFT CONVEYANCE DEEDS FOR STAFF TO REVIEW, THAT THE EXECUTED DEEDS SHALL BE RECORDED WITH THE MYLAR. THE APPLICANT SHALL ALSO VERIFY IN WRITING WHETHER THERE EXISTS A MORTGAGE ON LOTS 12 OR 13, IF THERE IS A MORTGAGE, A SATISFACTORY RELEASE SHALL BE RECORDED IN CONJUNCTION WITH THE CONVEYANCE DEED. IN ADDITION, THE SURVEYOR OF RECORD SHALL PROVIDE WRITTEN EVIDENCE THAT ALL PINS HAVE BEEN SET PRIOR TO THE RECORDING OF THE MYLAR. Voted 7-0 in favor of the motion.

4. **MARK MURPHY FOR MICHAEL & MICHELE MERRILL:** (Rep. Dan Ellis)

Ellis – This property is located on Route 25 between the Etcetera Shop and the Irving Station. There's a large designated wetland behind the property. There is an existing residence right up close to the road. The designated wetland directly behind the site has obviously been impacted in the past by development of the Etc. Shop and also at least minimally by development of the Irving site. This red line is the 100' buffer that surrounds the designated wetland, no development is allowed in that area. You can see that it consumes most of this site. There is an existing

house and garage, 100' wetland buffer is in red, building setbacks are here. This area that is technically developable under the regulations amounts to about 2,900 sq. ft. A special exception will be needed from the ZBA in order to develop within that buffer so the proposal is to construct a small drive-up banking facility; the building footprint is roughly 2,400 sq. ft. The associated parking regulation is one space for every 200 sq. ft. of building footprint which amounts to 12 spaces. This proposal is for 14 spaces including 1 HC space. The drive aisles are 24' in width for the most part with the exception of the bypass exit lane around the drive-up here. We've had some conversations with the Fire Chief and he'd like to see this bypass aisle be at least 20' so we're working on possibly shifting the building slightly to accommodate his request, we believe that's possible still maintaining 24' on this side of the building and maintaining the same on the other side. There was a comment in the staff review regarding off-street loading. With a bank we're expecting armored car deliveries and that kind of thing, maybe UPS or FedEx. With the 24' drive aisle width, there should be ample room for a truck to park temporarily and still have plenty of room for cars to get around. We've had an informal conversation with NHDOT and they would like to see the driveway shifted slightly to the west in order to be the maximum distance we can be from the existing Irving access and the Etc. Shop access. Shifting this driveway further to the west gets us further from the Citizens Bank entrance. We have an existing access which doesn't meet the DOT requirements. They would like to see 200' between major entrances but we can't get that so they want us to be right in between the two driveways in order to be the maximum distance we can from each one. Vadney – Is there a center lane there now? Ellis – There is not. As far as DOT was concerned, the engineer looked at the manual available to him and the estimated traffic flow for a bank this size would be a maximum flow of 23 cars per hour which actually is well under their level of 100 cars per hour which would require a traffic study. DOT didn't express any concern about the entrance except for moving further to the West. Vadney – Regardless of whether they require it, we might because that's our most critical traffic place in Town as you've seen since the Hannaford store was built, it's already causing problems in the winter time so we're going to take a really hard look at that I would think. Existing lot coverage is approximately 8% and proposed is approximately 43%, allowable coverage is 65%. Increased coverage results in increased stormwater runoff and because of the proximity of the wetland and the idea we're developing within the buffer, we went to great extent to try to reduce runoff. We're proposing a subsurface stormwater infiltration and detention system that would go under the parking lot. This is designed to handle up to a 50-year storm with basically absolutely no discharge or very minimal discharge. In an event that was greater than 50-year storm, there is an overflow outlet that exits into a treatment swale and eventually makes it into the wetland but in a typical rain event, I think the runoff from this site would actually be less than it is right now. We're trying to maintain as much of a buffer as we can to the wetland, temporary impacts for the most part are no closer than 25', the closest point of the paved parking to the wetland will be 34'. Temporary impacts in construction of the grass lined swale and we will get as close as 9' but this red line represents a 25' wetland buffer. You can see that our

grading remains at least 25' from the wetland. Site stabilization – On the plan BMP's have been specified to be utilized during construction to prevent siltation and erosion. Obviously, erosion control fencing will be provided. All of the 1:1 slopes will be rip-rapped with 6" rip-rap stone to keep them stabilized, 2:1 slopes will be stabilized with a seeded mesh erosion control blanket. Solid Waste - At this time the plan is that any solid waste would be removed by a cleaning contractor. No dumpster is proposed. Utilities – The existing site is served by municipal water and sewer and we would need further conversations with the Water & Sewer Departments in their approval of any proposed connections. As far as architectural review and signage, at this time the developer is just seeking approval for this site plan. He has no contract with any specific tenant at this time so no architectural design work has been done and no sign design has been done so we would ask that the Board consider sign design during the architectural review phase. LaBrecque – The proposed use is permitted in the CB District. The setbacks for the district are also shown. There is the designated wetland as Dan mentioned in the rear of the property. There is a 100' buffer setback and most of the lot is located in the 100' buffer setback. Any type of redevelopment on this site would be difficult to accomplish without any of that buffer being impacted. There is a wetlands report by Nicole Roseberry and in summary she states the existing conditions on the site and compares them with the proposed conditions. She states that approximately 40% of the buffer will remain undisturbed, its also reported that despite the surrounding disturbance to the wetlands and its buffer, the wetland will still continue to provide sediment retention, nutrient removal and stormwater detention. The site is currently developed and to the rear of the property is a lawn area so when it rains it doesn't infiltrate as if it were native vegetation that were completely undisturbed. It's grass so even though its not coverage, it does interfere with the natural infiltration of water that you would see in a completely natural setting. The amount of buffer disturbance shall be indicated on the final plan. A special exception is required from the ZBA for the proposed impacts within the protective buffer and shall be cross-referenced on the final plans. The site is served by both municipal water and sewer and all the overhead services are also located on the highway. The bank as Dan stated will be accessed from Route 25, a NH DOT permit is required to alter the driveway entrance to the site and shall be cross-referenced on the final plans. Both stormwater management and site stabilization will be reviewed by Lou Caron in his technical review of the drainage. There are two catch basins that empty into a subsurface drainage facility that stores and infiltrates as was stated in a 50-year storm event and there are several site stabilization notes on the second page of your plan set. A minimum of one space per 200 sq. ft. is required for the bank use. There are 12 spaces required and 14 are being provided. There's one HC space required by this site plan. The spaces are 10' x 20' and the HC is 12' x 20'. The landscaping is shown on the plan, there are 6 maple trees proposed along the rear of the perimeter of the parking lot. There are also a variety of shrubs listed on the plans. The shrubs are located in various areas throughout the site, in the sign area and adjacent to the building. There are 5 light poles around the perimeter of the site. Cutoff light fixtures are required. Snow storage areas are also indicated

on the plan. It's predominantly in the northwest corner and the rear of the parking lot. We typically review the sign as part of the architectural design review. Per the Zoning Ordinance, 66 sq. ft. of signage is allowed and there is also a note on the plan indicating the maximum allowable signage. A note should be added to the final plans indicating the fuel storage will be located in the building and I believe that oil heat is being proposed. There are a number of comments that were provided by the Fire Chief regarding fire safety and that memo was shared with the applicant and I believe they are working through a lot of the more technical comments. Final approval of the site plan is required by the Fire Chief. It's recommended that the Planning Board conduct a site inspection. Provided a technical review is being conducted by Lou Caron, it's recommended that the public hearing be continued to February 24, 2009. Bayard – Just because we approve the building, keep in mind you still have to meet architectural design review requirements. Flanders – It's probably reasonable to expect when they do pin it down to who the occupant is going to be, there may be minor adjustments to the footprint of the building. Most banks have a plan they like to work with but I think they've done a good job up to this point; they've provided the infiltration system and so forth so I don't have any problems with the plan but the building will be scrubbed through the architectural process and we're pretty careful about what gets built. Touhey questioned the location of the snow storage at the rear of the building. Ellis – At the rear of the building, we have a 550 sq. ft. area (pointed out on the plan). For the most part, there is a vertical granite curb wrapped around the parking that will obviously direct the water into this infiltration system. At a location near the corner, we're proposing a ramped asphalt curb that will allow for winter snow removal. The bottom of the slope is 25' from the wetland. Touhey – So the snow is going to be pushed down to that 25' line. Ellis – I would think so. The reason for that additional snow storage was that we were concerned about the fact that this is all curbed and we're proposing snow storage here, it's difficult for a snowplow to move all the snow around the building all the way to this corner. It would require the use of a front-end loader every time it snowed and that is why we added that additional location. Touhey – Angela, are there any restrictions in terms of snow storage that close to the wetlands? LaBrecque - Not that I know of. Vadney – I do think we need to take a close look at the traffic issue there and see about where that driveway would be and get some professional input on that. Hearing closed at 7:40 p.m.

Dever moved, Bayard seconded, BARRING ANY FURTHER COMMENTS, I MOVE WE CONTINUE THIS HEARING TO FEBRUARY 24, 2009 AND SCHEDULE A SITE VISIT ON FEBRUARY 21, 2009, AT 9:00 A.M. Voted unanimously.

We would like the site clearly and accurately marked as to where the proposed entrance is, location of the outer perimeters of the parking lot, location of the building, as best as possible so we can walk around and get a very good feel for where everything is going to land on this lot.

5. **BRUCE K. PLATTS & FAYE D. FOSTER:** (Rep. Carl Johnson)

Johnson – I'm representing Bruce Platts & Faye Foster. This is the former Towle Hill House Antiques property located at the intersection of NH Route 25 and Keyser Road and also in the proximity of NH Route 25 and Old Center Harbor Road. The history in terms of a pre-existing non-conforming use of this property goes back to when Laura Whitworth had the Towle Hill House Antique Shop and Baby Boutique located in the barn area which is attached to what was then her home and she operated that retail business which was a non-conforming use because it existed prior to the Zoning Ordinance being adopted in the Town of Meredith and existed there for several years. In 2000-2001, that site plan was amended for a company called Great Camp, received approval to convert the antique business into what was called a designer showcase and at that point they were going to have a portion of the property be fitted with certain interior fixtures so designers could show their wares and people would come there to view them. Since that time it has been taken over by the existing Antique Shop which is existing in the developed barn portion of the property. The structure is located to the south portion of the property. There's an existing access off Keyser Road which is not used very much, there are two existing access ways off of NH Route 25 and there's also a kind of obscure access which at one time came off the extension of Old Center Harbor Road and exits into the rear of the property through the parking lot. There's an existing parking area, the great majority of the property is an open field with the exception of a wooded area located to the west. There's also a significant amount of vegetation which we'll show you in the front of the property which is not really tree line, but more single individual trees and conglomerates of trees in this area. The surrounding area is a residential zone but it has many uses that are not entirely residential, there are some entirely commercial uses and there are some mixed uses. This site has been an existing non-conforming use for some time and is today a non-conforming use. Johnson discussed the zoning in the area and the existing uses in the different zones coming up Center Harbor Hill identifying some of the properties that are residentially zoned that have non-residential uses. The proposed use for this property is to convert the existing residence and non-conforming retail use to professional office space. Professional office space is a special exception permitted by the Zoning Board under their review. The retail aspect of the property which is existing now would require a variance if it were to be entertained on the property at this time so a special exception is required from the Zoning Board and in order to get to apply to the ZBA, we have to receive conditional approval from the Planning Board for the site plan aspect of the property. In looking at the uses that would best fit this particular building, the professional office is a nice fit. The types of professional offices are traditionally lawyers, accountants, survey firms, wetland scientists, an office for a construction company and those types of uses generate very little traffic, the employees come to the site during the morning and would be there during the day possibly leaving at lunch time and then not very much activity at night. One of the things the applicants have decided to restrict

from this site would be certain professional offices such as dentists and physicians. Those types of professional offices would have an agenda for the day with slots to be filled and people would be coming during the day to fill up those slots so there is a restriction noted on the plan that the professional office spaces will not be able to be leased by those types of uses, specifically dentists and physicians. It's been difficult to market this property with the home as a residence with a business attached to it. Any retail component of the site would have to come under site plan review, it would first go before the Zoning Administrator, and if something were proposed that was more intense and did not fall under the C.O., Planning Board approval would be required. There are actually permitted uses which would be more intense than the proposed use. One of the main aspects of the professional office space which is attractive to the surrounding neighborhood is that there's hardly ever any night or weekend activity on the site. There are some specific site changes that go along with this proposal. As I mentioned before, there are two entrances onto NH Route 25, one of these entrances is going to be discontinued to make it a single entrance to the property. This has been discussed with NHDOT and would require an amendment to the driveway permit but in the discussions with the DOT, they are very happy when an entrance to a property is discontinued. There's no problem with DOT issuing a permit based on what they've seen as the proposal. Additionally, there was some discussion in the 2001 version of this plan with discontinuing this access by building a berm and somehow making it unable to get to this portion of the driveway. This driveway is actually going to be removed so it won't be an issue. The entrance that's off Keyser Road, we do not want that to be an access to this property, we don't want the employees or the public to use it, we do suggest that we leave it open for fire fighting access to the back of the property, but we don't want to increase any of the traffic onto Keyser Road to get to the project. There are going to be no trees cut on this property as a result of this proposal. As you can see, there's going to be a slight increase in the amount of impervious surface to increase the parking and there will be some additional screening added to the north of the property to screen the abutting dwelling looking down onto the site. There will be a dumpster located in this area and we've identified on the plan the size and type of additional vegetative trees to screen that from the north. Plans were passed around showing the significant amount of vegetation that will remain on the property to screen the parking area if you were coming down Route 25 or coming off of Old Center Harbor Road looking onto the site. None of the trees there will be disturbed as a result of this proposal. This photo shows the main portion of the home with the connector and barn area with a small garage and you can see even looking in this direction towards the site, this is the entrance that will be the main entrance to the property and you can see looking in towards the parking lot if you're heading north on Route 25, the parking area's essentially screened very well by the existing vegetation. During this time of year when there are no leaves, the snow banks provide a little bit of screening and some of the areas have been identified on the site plan for snow removal. There's been a lot of effort put into this application to make this property stay as much the way it is today as it was in the past and there's not a lot being done to the site, there are no exterior changes to the building that would trigger any type of

architectural review. It's a beautiful building from the outside and the inside is incredible the amount of work that's been done in the past few years for the inside of the structure. It's very well suited for this type of conversion to a professional office space with pine floors, everything's wallpapered and in great condition. There will be some additional lighting added from a safety standpoint. You can see on the site plan we've added a few light poles to the parking area. Those will be fed by underground power and those lights will be on a timer. They will come on with a photo sensitive timer at dusk and they will automatically shut off at 11:00 p.m. We don't anticipate any lighting after 11:00 p.m. on any night. As the applicants become more familiar with how it operates, those lights may be shut off at an earlier time depending on the situation. Even with the addition to the parking we're way under the lot coverage because of the size of the lot, it's just under 3 acres of property. The square footage was calculated and the parking was determined based on the requirements of the ordinance. There is a chart on the site plan which says 27 spaces are required by ordinance and 27 spaces are provided by the plan. No parking waivers are required. We know a couple of potential users of the property, Ames Associates would be one of the tenants and Cerutti Construction would be another tenant. We've come up with the amount of parking required by the ordinance. If during the function of this facility, it becomes obvious that more parking is necessary on site, it should be noted by the Board there is quite a bit of area that's left over to provide additional parking should they ever have to and still stay within the 30% lot coverage, still not cut any trees on the property and still have the parking be situated in a manner that's not offensive to the public going by. There's been a movement by the Board that I've applauded, that the Board doesn't want to see more parking built unless it's necessary and I don't think anybody from an applicant's standpoint wants to do that either. It's nice to have a parking lot that's full, but if there are empty spaces all the time, it's wasted space. We want the Board to be aware that we've done some serious analyzing of the parking requirements, how many would be needed based on what we know, how many additional would be needed on what we think and we've come up with this parking scheme which we think is adequate. The parking lot is obscured by the existing vegetation and the topography so we don't think that's going to be an issue. The other thing to consider is the number of units and whether or not reducing the number of units would reduce the parking. Reducing the number of units doesn't reduce the number of required parking spaces since they are based on square footage. It really has no effect when you're talking about professional office space and it's driven by one space for every 200 sq. ft. of use. Floor Plan - Units 1 and 2 are on the bottom floor of the front portion of the building. Unit 1 is 700 sq. ft., Unit 2 is 280 sq. ft. There's a common area which is between Units 1, 2 and 3 to be common to all of the units in the proposed space. This is primarily to accommodate the Americans with Disabilities Act. Unit 3 is 360 sq. ft. on the corner; Unit 4 is 650 sq. ft. in the connector, Unit 5 is the bottom part of the barn area which is about 1,184 sq. ft., Units 6 & 7 are located above Units 1 & 2 in the front portion of the building and they are 522 sq. ft. apiece and then Unit 8 is the 2nd floor of the barn area which is again 1,184 sq. ft. The proposed layout works quite nicely in terms of the entrance and exit of each unit.

There's a hallway with a stairway on the bottom floor which goes up to the second floor and the code issues regarding that are being worked out with the Fire Chief and also former Chief, Chuck Palm is involved in analyzing some of the requirements for this project and those code issues will be handled by the Fire Chief and the Code Enforcement Officer prior to the issuance of a C.O. The building is well suited for this conversion, has limited additional construction and the main thing is to preserve the character of this building. As you drive by, hopefully after this approval, you won't notice any difference than what it is right now and what it has been for several years. We have shown areas designated for snow storage, HC spaces are located towards the front of the building. There's a HC ramp leading to the front of the building which meets the requirements of the ADA. You can see the zoning line which cuts across the property, the entire development falls within the Residential zone, the rear portion of the property is located in the Forestry/Rural zone and there's nothing intended to be in that zone. There's a note on the plan that "all existing natural groundcover to remain undisturbed in this area." This will be like a naturally preserved buffer that won't ever be cut. (inaudible) Vadney – That may be enough but I want to make sure it's inclusive enough so we don't allow veterinarians and so forth. Johnson - If there's a use like that the Board would specifically want to prohibit, we would add that to the plan. Vadney – Anything that would be a typical generator like doctors' offices. Johnson – There are no retail sales proposed. Dave Ames – We have a long list of businesses that wouldn't be allowed and we talked about hairdressers, you can't have a real estate company show up here because it would have traffic and be open weekends and so we would be willing to restrict in any way the Board feels. We want people like ourselves whether it's an environmental architect, landscape architect, lawyer, accountant and those are the kind of businesses we want. I truly don't want this house to change. I've driven by this since I was a child, I really do like it. This is the first time I've ever been in it and I was in awe of the interior and I hate to do what the Fire Department might ask us to do but we'll do what we have to and I think we can keep it looking exactly like it is and maybe generate enough money to make it look better. Flanders – Overall, I think this is well thought out and a good idea but I disagree that we approve this and let the Fire Chief weigh in before the C.O. is issued because I can tell you right now there are some things that are going to come up in that report that are going to affect the exterior of this building. Unit 6, 7 and 8 have no second means of egress which is not appropriate so that will necessitate the building of a stairway, fire escape or whatever so I don't see it as a big showstopper but in the past we've always required those reports before we finished our review process and especially in this case where it will affect the appearance, hopefully, it's just the back of the building but still it's going to have an impact. I'm afraid Dave might be slightly disappointed with what they come up with. Ames – We've already had extensive conversations with Chuck Palm and we have one of these plans with all kinds of sketches but we didn't have time to prepare it and at this point the discussion is that these common areas will be sheet rocked in a way that they are fire rated and if we do that with the first and second floors and down in the basement area, he is saying to us that these offices with self-closing fire rated doors can exit from here

and go into those common areas and out of the building. We discussed we could do the same thing in the barn with the stairway that comes from the first floor to the second, except instead of doing that we also said we could put a deck on the back that would look like a recreational deck for somebody in an office to go and sit on but then there may be a stair down and you're right in that case, we may be back here asking for some sort of an amendment to show this stairway. We have had quite a bit of discussion already because it would be a deal killer for us if someone said you have to sprinkle this and I can assure you we wouldn't be here right now. Flanders – I'm not trying to suggest you need to sprinkle it, but you do have to get a second means of egress out of Units 6 and 7. Johnson – We do have to go to the Board of Adjustment for the special exception to convert this to professional office space. The Town has actually allowed us to make the application in the hopes we could get some type of conditional approval that would allow us to get there. We don't want to put the Board in a position where they are having to grant an approval they're not comfortable with but I'm just pointing out to you that we're on the ZBA Agenda. If we continue this hearing to a subsequent meeting, we'd have to be bumped to the next Zoning Board meeting. We were hoping we would have enough of the details covered at this meeting to be able to generate a conditional approval. Dever – What size are your parking spaces? Johnson – 10'x 20'. The other thing I failed to mention and it shows up on your floor plan is the signage that's being proposed and it shows on the Site Plan where the sign is to be constructed, it's going to be moved back slightly but this is the configuration. There's going to be a monument sign so-called for the property showing the tenants and there will be small directional signs on the individual units. Flanders – I wouldn't be opposed to a conditional approval tonight as long as the final report and impact on the exterior of the building was available before we do a final approval. Vadney – I agree, we're all familiar with the way the property looks and I'm pleased to see we're abandoning a couple of driveways that will make it slicker for everybody so I would agree with Bob on moving on. Bayard – I'm not that familiar with the site and I notice there's a stone wall that looks like it might protrude toward the parking space. I don't know what condition it is or whether it matters or not but would it make sense to move the parking just a few feet and retain it or is that a safety issue or is it something you've considered. Johnson – We actually wanted to keep the limit of the parking area the same as it is now without additional coverage and that limitation would impede into that stonewall just a little bit. Bayard - Would shifting it slightly be possible or push it back 5'. Ames – That stone wall was part of a gigantic barn that was there and it's too bad to cut into that part of it, we were going to rebuild something at the bottom of that slope. Our other issue is we have a very nice neighbor, Mr. Fletcher, who really likes looking down behind there. We would really like not to push the parking up the hill because we're already cutting into the grade there now and I'd like not to. I can't tell you it's the worst thing that would happen, it's just that it would change the grade and we'll have some more cutting of the slope uphill. Dever – What would be wrong with relocating the stonewall? Johnson – It's not just the parking there, if you look at the grades, there's some grading there. It's not an old stonewall typical of a field stonewall that's worth preserving; it's more like part of a rock

foundation for the old barn. Touhey – I look at this site and it speaks of the 1800's and earlier and the lighting speaks of 2009. Is there anything else you could come up with that would be period lighting that would complement the site? Ames – These graphics are the result of not having enough time to find the right light because you're absolutely right, I would not put that on the building but they would be down pointing lights and they would look more in the character of this structure and its age in the 1800's. Kahn – Could you put a little bit of a hedge or low shrub to screen spaces 1-4? Fletcher – I wish those guys well and I'm very, very pleased with this. The only thing I'm hoping for is a buffer or nice looking fence around the dumpster because that's my front yard. I'm glad they are doing the lighting because that's a good safety thing.

Dever moved, Flanders seconded, MR. CHAIRMAN, I MOVE WITH RESPECT TO BRUCE K. PLATTS & FAYE D. FOSTER, PROPOSED SITE PLAN TO CONVERT A COMMERCIAL AND RESIDENTIAL STRUCTURE TO PROFESSIONAL OFFICES, TAX MAP S13, LOT 15C, LOCATED AT 164 NH ROUTE 25 IN THE RESIDENTIAL AND FORESTRY/RURAL DISTRICTS, SUBJECT TO THE FOLLOWING CONDITIONS:

- (1) A SPECIAL EXCEPTION IS REQUIRED FROM THE ZBA AND SHALL BE CROSS-REFERENCED ON THE FINAL PLAN.
- (2) THE FINAL SITE PLAN SHALL BE REVISED TO REFLECT THE 20 FOOT FRONT SETBACK APPLICABLE TO THE RESIDENTIAL DISTRICT.
- (3) A NHDOT DRIVEWAY PERMIT TO ALTER THE NH ROUTE 25 ENTRANCE ON THE FINAL PLAN.
- (4) THE FINAL SITE PLAN SHALL HAVE THE DUMPSTER SCREENED FROM PUBLIC VIEW.
- (5) THE FINAL SITE PLAN SHALL BE SIGNED OFF BY THE FIRE CHIEF AND ANY REQUIREMENTS OF THE FIRE DEPARTMENT SHALL BE NOTED ON THE PLAN, INCLUDING EGRESS, AND BE IN PLACE BEFORE FINAL APPROVAL.
- (6) THE BOARD TAKE A LOOK AT THE LIST OF PROFESSIONAL OFFICES (DENTISTS, DOCTORS, ETC.) TO SEE IF ANYTHING NEEDS TO BE ADDED TO COVER THIS OR NEXT OWNER
- (7) THE PLANNING BOARD SHOULD RESERVE THE RIGHT TO REVIEW AND AMEND ANY APPROVAL AS PROVIDED FOR IN SITE PLAN REVIEW REGULATION NOS. 7 & 17.

Voted 7-0 in favor of the motion.

5. **THE WINNIPESAUKEE PLAYHOUSE** (Site Plan & Architectural Review): (Rep. Neil Pankhurst, Artistic Director)

Pankhurst – The Winnepesaukee Playhouse will be the end user of the development. I operate as a consultant for Hidden Green Properties in my capacity in working on this project. The Winnepesaukee Playhouse was formed in

2004. We were and remain a unique organization in the states and we believe the whole USA in that we are both a professional summer repertoire theater and a community theater with adult, teen and youth components for the other 9 months of the year. In our opening professional summer season in our current space in Weirs Beach, we operated primarily as a receiving house. In subsequent years, we became a producing house and we now present 5 main stage summer shows and up to another 6 adult, teen and youth community shows in any single year. On top of this, we have produced 4 children's shows that run throughout the summer season and operate up to 9 summer camps for children age 5 to 18, that being 72 professional artists performing on our stage. The community shows have had over 700 characters created by local actors and 240 local kids have come through our camps and have gone through the program to perform in 46 camp shows. We now operate with entire runs for our community shows at full capacity. We have had to suspend our summer shows after 2006 due to lack of space on stage and because we were negatively impacting our main stage designs. We intend to bring these back only once the organization has completed its second stage black box phase of the project, however, our last 2006 children's series "Recyclables" completed a 3-week tour of New Hampshire Elementary Schools in April where over 4,000 pupils learned about the importance of recycling while being entertained and just recently in the Fall we teamed up with a New Hampshire Drug & Alcohol Policy Group to perform a targeted play to enlighten substance abuse professionals in this area, how they can better attain their goals which will be presented to the State Legislature next month. We are proud that within our short existence we have become the premiere professional theater company in the State. Just last Friday, our production of the Glass Menagerie garnered 8 wins of a New Hampshire theater awards including all 4 of its actors, its lighting, costume and direction that went on to win Best Professional Drama, an honor the theater has accomplished for the last 3 years. In the Community division, we had 4 top 3 placing and one win for scenic design. I'm not wanting to seem egotistical, we and the Board feel the organization has become a center of excellence not only in the Lakes Region but the entire State. Two and one-half years ago we decided to (a) look for a bigger location for expansion purposes and (b) become a not-for-profit organization. A search for larger properties centered on the downtown Laconia area until we were made aware of the Annalee property. As the fore founders live in Meredith and we are familiar with the rural settings of several theatrical facilities, the potential site was very exciting to us. That culminated in being granted a variance and special exception from the Zoning Board in December, 2006. We then had to go on to win two legal battles with Townsend Thorndike, the first being in late August, 2007 and then the appeal that we won in August, 2008. As to the second point, the organization became a 501c.3. non-profit in January, 2007. The organization is operational 12 months a year and has 4 full-time employees between September and May; the administrators of our production staff operate between 10:00 a.m. and 4:00 p.m., 5 days/week and the artistic staff between 7:00 and 10:00 p.m., 3 nights/week. Each month with the exception of January and September, between one and three weekends, we see a production take place. From early June to late August, the staff swells to around

12 to 13 at any one time. There are 5 productions over the season giving 11 performances including one weekday matinee and again that will be discussed in more detail in terms of parking. Our plans include (a) to house our summer resident company actors and technicians on site; (b) to build our main auditorium with seating for just over 240 audience members with offices, rehearsal spaces and classrooms and associated theatrical space and (c) to convert the other part of the old Annalee retail space into a bar, rehearsal space and prop storage and lastly (d) to convert what was the museum space into a second stage black box space which will be used not only for children's theater but also as an alternate space for smaller scale shows. Tim Jordan, Jordan Associates – Neil forgot to mention, I believe he got Best Director during the awards ceremony. This is actually a very unique and exciting project for us as far as working on it. We're landscape planners, landscape architects in Laconia and I'm showing the rendered site plan but what we're trying to do here is really utilize the existing facilities that are there and that goes for the parking as well. We're trying to minimize adding impervious surfaces wherever possible and so part of our theme is to create a plan and environment that feels very park like in its setting. We're in the B & I zone, we have 3 parcels all owned under the same ownership here that total 16.9 acres and we exceed all the requirements within that zone for each one of those lots. One of the lots isn't being utilized at all, it's vacant. We're really utilizing the same buildings and making some additions to some of them. Presently, there are 3 access points off Reservoir Road and that will not change but we have an access point that comes in and services what used to be the Annalee facilities, there's a parking lot that services the present Annalee as far as an office, retail and basically some storage facility, existing maintenance and storage buildings. The old Annalee Museum which is presently just being used for storage as well as the old Annalee retail store as well. There are a few small outbuildings, a pole barn which I believe used to be an ice cream shop, an existing footbridge, an infirmary which isn't being used at all right now and associated parking and there's a number of walking trails. Our goal is to basically stay within the existing framework we have sitting here right now but we're looking at reorganizing how we circulate through the property. All of these 3 access points now are for two-way traffic and what we're proposing is a new entry sign shown on Sheet L-3 in the package, the maintenance building will remain as such and we're adding a dumpster behind it that will be enclosed, a new parking area will be created and we're basically reorganizing all of this area and not increasing any of the existing parking except for the HC area. We're actually reducing some of the pavement. Long term, the old gift shop becomes the new theater with 242 seats we'd end up parking here and circulating out, it would be a one-way entrance here. At this point, there's two entrances here but it's really like a big open paved area. We're reorganizing that so it's very distinctive and clear that this is an "Exit Only" and it will be signed for that. This will be an entrance that would service the retail portion of the Annalee operation. Paul Fluet is the engineer on this project but couldn't be here tonight. In our discussion last April, we looked at having two-way traffic as it is presently but to do that we didn't have pavement widths that would accommodate two-way traffic and we're trying to minimize so we ended up looking at accommodating our

circulation in a one-way pattern. We are adding a sidewalk that picks up here and a walkway, there's already an existing trail that comes in and crosses the covered bridge that would bring people to the main theater. We have 111 spaces on the site right now. When we go through and take a look at the playhouse and the housing component, the existing infirmary will be converted to 8 theater employees that are going to be here for the summer which is going to require an addition. The rest of the buildings will stay as they with the exception of the new theater. When we do the calculations, it tells us we need 158 spaces. The operations of the theater and the Annalee operation will not be happening at the same time. Annalee's will be operating on an 8-5 basis and the theater will be operating on weekends and evenings. We do have 5 Mondays where there is a matinee during the summer and we have a conflict. We see those matinees being serviced by buses and we are showing bus parking in 3 areas on the plan. Because we don't have direct conflict most of the time, we feel we can work with the 111 spaces and more than adequately service the operations of everybody on the property. We could create more parking, we're allowed 75% coverage allowed here and we're in the 12-13% and would like to stay there. From a parking standpoint, we feel we can demonstrate that 111 spaces are adequate and we could revisit it at some point if the Board would like us to. Vadney – To a degree I don't mind if you wing it with 111 spaces, but at the same time you've got 242 seats, divide that by 2, you've got actors and you've got some Annalee activity. Pankhurst – The regulation is 3 people/car for theaters so that's the regulation we're going with. Jordan - The 111 will exceed what's happening on the property at any particular time so we feel comfortable with that. 242 seats in the main theater, 1 car per 3 seats. (inaudible-no mikes being used) There's a bit of a conflict with Paul Fluet's numbers, he's showing an increase of 639 sq. ft. I believe that's pavement and in reality we've reduced the overall impervious surface. The lot coverage table shows a 3% reduction in impervious surface overall and that includes gravel areas which will end up either being planted, loamed and seeded. There are going to be some repairs to the drainage because of some of the large storms we've had and the washouts we've had. 3 culvert pipes are going to be replaced and a new drainage swale is going to be cut. Water is designed to come through Lot 1 off Reservoir Road with a temporary impact through the wetland coming back up to the existing drive servicing the housing, the theater and the Museum building at some time in the future will become a 90-seat children's theater. It will not have any functions going on when the other theater is operating. Sewer will be connected on Reservoir Road and spurring off and connecting the additional buildings. There has been some question about the hookup fee; it's a lot of money. That's being negotiated right now and hopefully that will be worked out sooner than later. Paul also has on here a stand alone system for fire protection as well as servicing the buildings with an on-site well. As a condition to the ZBA approval, one of the conditions was that those buildings be hooked up to the municipal sewer. We're also adding 14 light fixtures. It's a dark sky fixture. Instead of continuing the theme, low voltage lights are going to be put in some of the trees. These lights have a very nice effect. The sign will not exceed regulations. There's an existing Annalee sign and that sign will be moved over to

the other side of the entrance. We have up to 32 sq. ft. of signs on the other buildings which is allowed under the sign regulations. Part of the granting of the variance for the theater itself was that all the parking and circulation going behind that area be re-vegetated with native plantings so this entire area is using native plants and groundcovers and that parking area is being removed. We are showing a pathway that could potentially walk through there and tie into the existing trail system that's there now. Angela did mention to us that there were comments from the Fire Chief, but her staff review was sent to Paul and we never received them so we don't know how to respond to those questions at this time.

Vadney – Define seasonal. In one place it said actors seasonal housing. Tim - They come in specifically for the shows during the summer months. I believe it's going to be winterized and sprinkled. Originally, this was going to be a secondary usage, although it's going to be seasonal, there's potential we would have people coming in and living in there at a different time of the year, there wouldn't be somebody living there year-round. The classification for us is something like a boarding house; transient housing is how they label it. There is no caretaker anticipated at this time. Angela – This actor housing is 8 bedrooms, not 8 apartments, right? Pankhurst – Correct, there's like one kitchen and a little kitchenette, 3 bathrooms, 8 bedrooms and 1 living room. And you have 4 full-time staff. Would this staff be based at this site working year-round? Sonya Misiaszck – I had a discussion with Bill Edney regarding the zoning of this residence and whether or not it was considered a residence. It was my understanding with Bill that this building would be an accessory use to the theater so it was indeed very specific to the use there and that people wouldn't be living there as their residence. Vadney - I do think that issue of defining residence so everybody is clear about who can live there and who can't is something we should do and you can get with Bill and John and whoever and make sure we've got that boxed in. Kahn – I'm still trying to understand the parking. Annalee's needs 69 spaces by definition of code, and you need 89 just for the seats, what about for employees and that sort of thing. Jordan – That includes the housing component, as well. Kahn – When you come up with the 111, is it 69 and 111? Jordan – Its 69 and 89 for a total of 158 by the zoning regulations we would need 158. Vadney – You're saying because Annalee won't be operating when you're operating, it won't be an issue? Jordan – Correct. Kahn – They get a lot of traffic on weekends during certain times of the year and I have seen multiple buses down there and when they came in for their Site Plan Amendment, they were showing a multiple bus parking lot in what you're showing as the northerly or easternmost lot so they were having cars park closer to the building and buses parked further away. During the holidays, the theater would not be operating. We have 3 locations for buses that are not adjacent to their site. Jordan - They only had one as part of the approval when they came in. We are actually creating more parking spaces than they showed 2 years ago in addition to having the one bus space that they show. Pankhurst – I have been on the site daily for the last 2½ years and I would agree that 5-10 years ago it was very busy, but now there are very few cars. I agree with you but they are a declining business unfortunately for them. The staff is using about 15-16 spaces now for their staff and most of the summer there

are probably 7 or 8 cars. Bayard - Is there potential for expanding the theater if it becomes very successful? Pankhurst – We wouldn't want to. We currently have an 84-seat theater and we don't always fill that in the summer. This notion of filling 240 seats every day would be great. I wouldn't want to build a bigger theater because you lose the intimacy so we wouldn't be expanding this current building at all. Bayard – Is there a place you could designate more potential parking? Jordan – There are areas we could add more parking if need be. Kahn – Does this site plan now replace the Annalee site plan? LaBrecque – Yes, it would supersede it. Jordan – I don't know what they came in with a couple years, but we've broken down the existing usages in that building. Sonya Misiaszek – The site is very rural in its nature and has the walking trails and ponds. The image we want to create for the architecture is it's a rural park like setting with buildings nestled in the woods. The theater will use the existing barn structure and add an addition that strengthens the barn character. The barn character actually reflects the architectural heritage of Meredith and because its very appropriate to the area here, this is actually the existing building, there was an addition built years ago off the side but is not large enough in size to house the theater component so we are proposing a larger barn element. These are not actually windows but we introduced trim pieces that have black backgrounds to make them look like windows. We can't have natural light coming inside the theater so we have to minimize the light coming in but we want to make the flavor of the building relate to a barn and have architectural details and elements on it. The vernacular of the exterior siding is such that it picks up on the barn in that it has shingles, it has vertical board it's very natural in terms of its appearance. The roofing material would be an asphalt shingle and the color scheme would be very similar to what is existing here. The back of the building that faces out to the brook would have a very similar character to the front. There will be an outside ticket window in front of the main entrance to the building so people can purchase their tickets and then just go out and enjoy the walking trails, the pond and the brook before the performance. We want to encourage the use of the entire site as people come to visit here. We do have a stage door that is designed to look like a barn door on the back of the building. The scale is actually dropped down to minimize the mass of the building. The outside deck area will remain the same as it is now for use by the patrons. There's a portion of the house structure that's in very poor condition, the floors are rotten, the roof is in bad shape, its not properly insulated so that portion comes down and a new building would be placed in that location. There is a large handicap ramp that will remain on the front of that building. The color schemes will again be very natural and native to a residential structure and will be gray and white, picking up on the existing colors. It will have an entrance bringing you into the communal space of the housing and from these communal spaces you can get to the upper bedrooms. The Children's Theater has a Victorian farmhouse front and we're not sure that is going to remain but we want the character of this building to match the other structures on the site. There will be signage on the theater building and the future children's theater or black box building. The Playhouse may be re-evaluating the style of their logo but that's something that will happen over time. Our intent this year is to do the site work and get the water

and sewer there and the housing. The theater would probably be something for the following year and I'm not quite certain, but I think 5-10 years is the plan for the children's theater. You spoke about conditional approvals and duration of time, that would be something for us to understand as to knowing this is a 5-10 year project to get it actually built. We would be interested in your comments. Vadney – As long as you have made a substantial investment in it and not abandoned it, then the other things could be hung out. We didn't want to have these things approved and have nothing happen for 18 years. LaBrecque – With respect to the zoning, the Annalee office and retail will remain the same. What happens if they don't renew their lease and somebody else should come in. I think maybe the Board should consider a site plan amendment should there be a new occupant in that building and you can look at the parking again. The theater did receive a variance from the ZBA in 2006, however, because it was tied up in legal proceedings, the approval was valid until August of 2009. The 8-bedroom actor housing is accessory to the theater as determined by Bill Edney. The ZBA variance shall be cross referenced on the final plans. The final plans shall indicate the proposed children's theater in the location of the Annalee Museum just as if it were noted what your intent was in the future rather than having it labeled "Museum" which it's not going to be anymore. Setbacks for the district are shown. Reservoir Brook is a designated brook and as shown on the plan, it has a 100' buffer that encroaches into part of the developed area. The ZBA granted a special exception (Case #2771) for the proposed building expansion into the buffer. Part of the mitigation required for the building expansion is to remove and restore half of the existing impervious surface within that 100' buffer. The final plan shall cross reference the ZBA special exception to expand a structure within the 100' protective buffer. The final plans shall also include a 50' protective buffer around the pond, a non-designated wetland. The entire site will be served by municipal sewer. The Annalee administrative building currently is the only building served by the sewer system. Final approval of the new sewer service is required by the Water & Sewer Department. The Annalee building will remain on the well, administrative services and their function there. The applicant is proposing to connect all of the theater buildings to the municipal water system. The Water & Sewer Department has received the request to expand the municipal water and sewer system and will be issuing a final determination and proposed fees in the near future. A preliminary fee assessment was done, however, practical numbers weren't applied so that has been redone and is in the final review stages prior to issuing it to the applicant. Electric, phone and cable services are currently at the site and shown on the plan. Roads and access have been reviewed pretty well. As stated, it is going to be a one-way circulation pattern which does reduce the amount of impervious required for circulation. There are some drainage concerns that have been brought up by Public Works with regard to concentrating the flow of water. The volume of water may not increase, however, putting in new catch basins and concentrating all that water into one pipe and one culvert increases the rate of flow and up sizing culverts increases the rate of flow. A parking waiver is requested for 47 spaces, 1 space is required for every 3 seats. Sheet C0 explains the hours of operation and how many parking spaces are used at what time of day

and what day of the week. Landscaping plan is pretty comprehensive and they are proposing a number of enhancements and taking advantage of what is there. Cutoff fixtures that direct light downward are proposed. There is an ample amount of snow storage shown on the plan. Only one free-standing sign is allowed per parcel. Other options may want to be explored with Bill. The existing and proposed fuel supply is propane. There will be a new buried propane tank to service the main theater. The propane tank located near the driveway at the Children's Theater should have adequate protection from vehicles driving by like bollards or something. There's one dumpster proposed by the maintenance building. The applicant may discuss some of the questions and concerns raised with respect to fire safety. Final plans would have to be signed off and approved by the Fire Chief. A Performance Guarantee for satisfactory site stabilization would be required in the form of a Letter of Credit or Cash. The Board should review the right to review and amend any approval as provided for in Site Plan Review Regulation Nos. 7 & 17. It's recommended that the Planning Board schedule a site visit and continue the public hearing to March 10, 2009. Vadney still has issues with amount of parking being provided. How do we treat some of the other seasonal housing, summer camps where there's a bunk house for the counselors, staff and stuff. Most of those are self-limiting because they are not winterized. We want to be careful we don't inadvertently put a residence out there in a non-residential area and I'd be cautious, Bill used the term Accessory Use, it certainly can't be an accessory apartment because there's no main residence there to be accessory to and we want to make sure there's not any confusion in those definitions he uses. Parking was discussed regarding the need for future parking and requested the applicant look into this for the next meeting. The Board was not recommend the parking be built but to show areas on the site plan that may be designated for future use.

Dever moved, I MOVE WE CONTINUE THIS HEARING TO THE FIRST MEETING IN MARCH, MARCH 10, 2009, AND SCHEDULE A SITE INSPECTION ON SATURDAY, FEBRUARY 21, 2009, AT 9:00 A.M. Voted unanimously.

Meeting adjourned at 10:45 p.m.

Respectfully submitted,

Mary Lee Harvey
Administrative Assistant
Planning/Zoning Department

The above Minutes were read and approved at a regular meeting of the Meredith Planning Board held on _____.

William Bayard, Secretary

