

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

Meeting called to order by Vice-Chairman Sorell at 7:00 p.m.

Flanders moved, Dever seconded, THAT WE APPROVE THE MINUTES OF APRIL 22, 2008, AS PRESENTED. Voted unanimously.

APPLICATION SUBMISSIONS

1. **BLNB, LLC** – Proposed Site Plan Amendment to construct an addition to an existing commercial building, Tax Map S25, Lot 14, located at 181 Waukewan Street, in the Business & Industry District.
2. **BLNB, LLC** – Architectural Design Review of a proposed addition to an existing commercial building, Tax Map S25, Lot 14, located at 181 Waukewan Street in the Business & Industry District.

LaBrecque – This is a site plan amendment to expand a building that was previously permitted by 12 feet. A few minor site modifications have been made to accommodate the larger building. The building is located in the Business & Industry District. Applications and abutters list are on file. Filing fees have been paid and it's recommended that both applications be accepted as complete for purposes of proceeding to public hearing this evening.

Flanders moved, Dever seconded, MR. CHAIRMAN, I MOVE WE ACCEPT THE APPLICATIONS FOR SITE PLAN AMENDMENT AND ARCHITECTURAL DESIGN REVIEW FOR BLNB, LLC AND PROCEED TO PUBLIC HEARING THIS EVENING. Voted unanimously.

3. **JEANNIE COOPERMAN, STEVE SMART AND ELIZABETH CLARK** – Proposed Boundary Line Adjustment between Tax Map R31, Lots 19 and 19A, located on Hermit Woods Road and Carleton Road in the Forestry/Conservation District.

LaBrecque – This application for subdivision is a Boundary Line Adjustment to convey 5.5 acres of land from Lot 19 to Lot 19A. The plan and abutters list are on file, the application fee has been paid and it is recommended the application be accepted as complete for the purpose of proceeding to public hearing this evening.

Dever moved, Flanders seconded, MR. CHAIRMAN, I MOVE WE ACCEPT THE APPLICATION FOR A BOUNDARY LINE ADJUSTMENT FOR JEANNIE COOPERMAN, STEVE SMART AND ELIZABETH CLARK AND PROCEED TO PUBLIC HEARING THIS EVENING. Voted unanimously.

4. **ANDREW ARGUIN (THE WINE'ING BUTCHER) FOR IRVING OIL CORP. –** Proposed Site Plan Amendment for a change of use and related site improvements, Tax Map U15, Lot 13, located at 81 NH Route 25, in the Central Business District.
5. **ANDREW ARGUIN (THE WINE'ING BUTCHER) FOR IRVING OIL CORP. –** Architectural Design Review of proposed changes to an existing building, Tax Map U15, Lot 13, located at 81 NH Route 25, in the Central Business District.

LaBrecque – The site plan amendment and architectural design review are for the purpose of a new business occupying a building at the rear of the Irving Gas Station. It's a 3,200 sq. ft. commercial site that was previously approved by the Planning Board. The proposed changes are to include a loading area and dumpster pad. The building elevation is changing slightly. Both applications and the abutters list are on file, filing fees have been paid and it's recommended that both applications be accepted as complete for purposes of proceeding to a public hearing this evening.

Flanders moved, Touhey seconded, MR. CHAIRMAN, I MOVE WE ACCEPT THE APPLICATIONS OF ANDREW ARGUIN (THE WINE'ING BUTCHER) FOR SITE PLAN AMENDMENT AND ARCHITECTURAL DESIGN REVIEW. Voted unanimously.

PUBLIC HEARINGS

1. **BLNB, LLC.:** (Rep. Carl Johnson)

We were before the Board previously for an addition to an existing building to add 2 additional units and the addition was to be 48' x 48'. That particular addition was to house a personal storage area for the owner and also for a mobile eye surgery business and since that plan was approved, that tenant has gone and Mr. Leighton has a new tenant that's interested in occupying that building and as a result, he needs to have a slightly larger building than the 48' x 48' previously approved. We are now asking for a 48' x 60' addition, its 12' feet longer than the other building that was there. The small site modification as a result of that is to actually discontinue the access that was going up the rear of the building which was to be a gravel access and there's going to be some additional plantings put in that area to try to screen the building and there will be a more natural surface to that area than the gravel access way. The propane tank and dumpster have been relocated. I've redone the lot coverage calculations based on the new information and we're conforming to both lot coverage and density. The use, an auto body repair shop, has been determined by the Code Enforcement Officer to require a Special Exception from the Zoning Board of Adjustment. In order to get to the ZBA we have to have a conditionally approved site plan so we would like to have a conditionally approved site plan conditioned upon receiving the Special Exception from the Zoning Board. However, Mr. Leighton currently does have permission to

build a smaller building and would actually like to start construction of the larger building as a result of the Board's conditional approval. We met with Mr. Edney and Angela today to discuss the scenario because of the timing we would have to apply for the June meeting of the ZBA, a 30-day appeal period and we couldn't pull a building permit to start construction until the middle of July and by the time the building was up the summer would be over. In order to facilitate drawing a building permit, we would like the Board to conditionally approve this plan subject to the Special Exception and indicate they would be allowing the expansion of the building as proposed and if Mr. Leighton were not to receive a special exception for that particular use, the use to go in there would have to be a permitted use subject to Mr. Edney's review. Mr. Edney has no problem with issuing the building permit for the 48' x 60' building with that condition based on the meeting we had this afternoon. It's a little bit cumbersome because need to have a conditional approval from the Planning Board in order to apply to the Zoning Board. In terms of the architectural design review, it's essentially the same building its just 12' longer. All of the provisions were met previously for the architectural design review. The building materials and the layout are going to be identical with the exception that it's going to be a little bit longer. In concert with that and in terms of the view of the building going up the Waukegan Village road, there will be some additional plantings. As a result of relocating the dumpster, some of those plantings in there are going to be relocated and put along side of the building to help screen that side. Angela had some comments on a few items in her staff review. The question came up about floor drains and there are no floor drains proposed for the building so we don't have to make provisions about where the drains will go and so forth. There will be no floor drains and we will put a note on the plan to that effect. There was also a question regarding the parking summary update and I'll get together with Angela and go over the numbers and make sure we have the parking summary. We're a little bit over on the parking right now so I don't anticipate that there would be a problem. Some of the parking spaces, as you know, in a situation like this because there are work vehicles that are stored inside the building at night, there's actually parking spaces that are inside the building as well as outside the building to accommodate some of the work vehicles. LaBrecque – As Carl stated about the Special Exception, I'll leave that up to the Board for their discussion and decision. I would just like to review a couple of things. Lot coverage is well under the 75% permitted and setback lines are shown on the plans. There was a Notice of Decision issued by the Planning Board on November 12, 2007, that brought up the issue of the wetlands in the rear and I'd just like to update you that it was evaluated by Ames Associates and a recommendation was made to restore that area and Carl subsequently submitted a letter stating that will be completed this summer. The site is served by both municipal water and sewer and all utilities are on-site. As Carl stated, the access way to the west of the building is being eliminated, however, there is sufficient access on the other side of the parcel. Carl, I'm not that familiar with auto body shops and whether or not they do washing of vehicles. LaBrecque – In regard to the parking summary, it was just that the units were mislabeled and as you look on your site plan at the very top, there's a use analysis and a parking summary and

the use analysis had the two swapped, parking summary is accurate, it's the use analysis that Units 2 and 3 would have to be swapped. I would like a plan note that the proposed plantings Carl spoke about will be installed to the west of the building. On the topic of landscaping, the concern the Board had previously about the condos viewing the addition to this commercial building, as you can see to the rear of the site, there is a 40' long berm proposed with fir trees planted in that berm to screen the commercial building from the residents of the condos. Signage will remain the same. The fuel storage has already been reviewed by the Fire Department. The architectural design is similar or the same as what was approved previously. It is similar to a Morton building. Dever – They are not going to wash cars there? Johnson - That's true. Dever - Where are they going to wash them? Johnson – They are not going to wash cars on that site, I don't know where they are going to wash them. Dever – After you do body work, you wash a car. Johnson – Off site. Touhey – Can we make that a condition that there be no washing of vehicles on the site? We have those wetlands right there. Dever – What type of bodywork are they doing? Is this like bringing your custom car and get it done or are they going to be bringing in collision repairs? Johnson – A little bit of both, I believe. Dever – How are they going to provide for the leaks from collisions? Johnson – It's self-contained within the building. Dever – Any car that comes in on the truck is going right in the building, it's never going to be in the parking lot leaking? Johnson – I can't determine that for sure but I'm assuming that would be the case. Dever – We're in the watershed here and cars leak when they get hit and that's one of my concerns that there's some kind of provision that doesn't happen. It's a dirt parking lot, I've heard nothing said about paving it or making any provisions for that. Johnson – We could make some note to that provision. There is a note on the plan about no outside washing of vehicles. Dever – Is the water usage going to increase substantially? Johnson – I would doubt it. The only plumbing that's provided for in the building is an employee restroom. Dever – You're asking for us to give you conditional approval on this tonight so he can go ahead and start construction and then apply for the Special Exception?. Johnson – That's correct. In discussions with Mr. Edney, he said he would have no problem issuing that building permit with the provision if this tenant goes away, the new tenant coming into the new building would have to be a permitted use subject to his review. If he were to determine that tenant is compliant with the nature of the neighborhood, he would issue a certificate of occupancy. If he felt that it wasn't and not necessarily a use subject to Special Exception but a permitted use that he didn't feel was appropriate for the site, he would have us come back to the Planning Board for a site plan amendment. Dever – What's he digging out front? Johnson didn't know. The signage isn't going to increase, there's not going to be any signs for the body shop or the next tenant? Johnson - The sign that's proposed for the site is in the upper left-hand corner and was previously approved and is not going to change. Dever – This building needs street numbers so we can tell what building it is. Johnson – That will probably occur on the sign out front. Touhey – Mr. Chairman, if we grant conditional approval and he files for a building permit to then go ahead before he appears before the Zoning Board, he would be going at his own peril. I think we'd

have to put that in the conditional approval. Johnson – The difference is that he could pull a building permit today for the building that's approved (48' x 48'), he has approval for that right now from this Board so what Mr. Edney was saying what you would be approving if the Special Exception never came to fruition would be a 12' larger bay subject to whatever use came into the building typical as if the building were there and Mr. Edney was going to issue a C.O. The only difference would be that the addition instead of being 48' x 48' would be 48' x 60'. There's no real risk as long as the Planning Board is aware that their conditional approval tonight may not result in the auto repair shop going in there. That is subject to zoning. The conditional approval hopefully will result in the permission to build the bay 12' longer than before. Flanders – I'd like to go back to John's question about storage of vehicles outside. I think we need to get some firm clarification because if somebody rear ends someone and they tow it in there, it's liable to leak transmission fluid, motor oil, antifreeze, all of which are toxic and we're right in the watershed not that far from our drinking water. Johnson – The owners met with Mr. Edney and discussed the type of business so I can't answer the question about the wrecks. I think we can work out a note administratively to cover that concern such that there wouldn't be a case where you've got a wreck delivered in the middle of the night leaking all of the types of fuels that are in it in the Waukegan Watershed. I understand the Board's concern and you can make that part of the conditional approval that the note would have to be sufficient to Mr. Edney and he can report to you on that. Flanders – I think that's a good idea, Mr. Chairman, because even though Bill and the current tenant have an agreement, there may be a different tenant in a short period of time and we've got to memorialize it on the site plan so it will be clear what was intended. Those issues could also be addressed at the Zoning Board meeting because it is a Special Exception, we're going to have to have more detail about the use, the specific types of cars that will be coming in there. Kahn – Mr. Chairman, I think we're kidding ourselves that putting a note on the plan is going to stop some wrecker from dropping off a wreck in the middle of the night or middle of the afternoon or any other time, they are not going to read the note on the plan, they are not going to care. I think we're also kidding ourselves about the vehicle washing because I happen to know that vehicles do get washed at body shops. We don't have any internal drains so we're going to make them wash inside, where's the water going to go and we're not going to let them wash outside but they are not going to read the plan about washing outside, they are going to wash wherever they want. I think maybe we need to build a concrete pad with a captured drain and then they can store their vehicles on it and they can wash on it, but otherwise I think we're just kidding ourselves because they are not going to comply with notes on the plan. Sorell – I kind of agree with you but you can also put that in the motion. Johnson – We would be willing to agree to a concrete pad and I still maintain and I can clarify this but the note is still on the plan about no outside washing of vehicles but we can in the conditional approval identify a containment pad on the exterior of the building for those vehicles that may be delivered as a result of a collision. Kahn – Mr. Chairman that still doesn't solve my problem with the washing. If you do the washing inside without drains, the water is going to go under the door. Dever –

There's a plan note that says, no washing of vehicles. Kahn – Outside and we have another plan note that says no drains inside. Sorell – We can also put a note on there that says no washing inside either. Kahn – Then you're saying you can't conduct the business the way we all know the business is conducted. We have to assume the business is going to be conducted in the ordinary course of business where vehicles are washed. Flanders – I think a solution to this would be to have a concrete pad outside with a drain and would be pitched so anything spilled would go to that drain, let them have a drain inside and that runs to a storage tank with a grease separator and then that would have to be pumped periodically and the grease separator would have to be serviced. That would cover it so we would be all set in both cases. Johnson – I think, Mr. Chairman, another way to handle this also in addition to what you're recommending is to grant a conditional approval and require the applicant to return to the Planning Board for a compliance hearing to demonstrate they have met the Board's intentions in terms of containment. Kahn – Mr. Chairman, my concern is not that the plan be in compliance, my concern is that the operation be in compliance and if we don't put in the kind of setup that Bob has just described, they are not ever going to be in compliance and compliance hearings won't accomplish a thing unless I have a compliance hearing that says that I have those drains and I have that separator, what have I accomplished. Flanders – I think the way we could handle this and accommodate the timeframe that they are in is to make what I described a condition of the approval and make them come back for a compliance hearing at which time we would have a chance to review the plan, make sure its properly shown on here, a section on the side of the plan is required that would give the details of the separator, collection tank and so forth so we could handle this tonight with a conditional approval but make them come back to us before the final signing of the plan with these things noted appropriately on here. Sorell – I kind of agree with that under the stipulation that they show they are going to have somebody service the thing. If they just put a grease trap in there and leave it, that's not going to work. Flanders – We normally require a service contract and reports issued to the Town on an annual basis. LaBrecque – Those types of BMP's typically require operation and maintenance plans or a schedule of some sort. Kahn – Mr. Chairman, I suppose the question is if Mr. Leighton wants to go ahead and build his building without putting this other stuff in unless he knows he's going to have a body shop and if he can build a building and not put these improvements in until he knows he has a body shop, I don't have a problem with that but I think we have to send word to the ZBA that we're not asleep at the switch and there isn't going to be a body shop there unless these improvements are put in. He can build his building, it can be just an open building that can be used for any purpose he wants subject to our site plan approval but it can't be a body shop unless we have those things. Flanders – This is a butler style building, they would put the foundations in with the piers for the steel columns and they could forego putting the slab in until after the building is complete. If the slab isn't in, they would have the opportunity to add these amenities. We can put it on the plan and for some reason, the body shop doesn't go in, he will have to come back for an amendment to remove that stuff if he just wants to have a regular building. If the applicant were to come back before the

Planning Board after the ZBA meeting, then we are looking at the first week in July. Johnson – I think I understand what Mr. Kahn's concern is and I think we've done a plan before with the appurtenance Mr. Flanders is talking about in terms of the containment so I'm familiar with that with the grease trap and we'll probably use the same type of cross section to show that unit on this plan as part of your approval. Sorell – Even a conditional approval gets the right to review and amend so if it isn't right, we can close it down. Flanders – If there was a problem here, we wouldn't know before there was a substantial amount of pollution so we want to get it right the first time. Public Hearing closed at 7:35 p.m.

Flanders moved, Dever seconded, MR. CHAIRMAN, I MOVE WE GRANT CONDITIONAL APPROVAL FOR BLNB, LLC, FOR A SITE PLAN AMENDMENT TO CONSTRUCT AN ADDITION TO AN EXISTING COMMERCIAL BUILDING ON TAX MAP S25, LOT 14, LOCATED AT 181 WAUKEWAN STREET IN THE BUSINESS & INDUSTRY DISTRICT, SUBJECT TO THE FOLLOWING CONDITIONS:

- (1) PRIOR TO FINAL APPROVAL, A SPECIAL EXCEPTION IS REQUIRED FROM THE ZBA FOR THE AUTO BODY/REPAIR SHOP USE AND SHALL BE CROSS REFERENCED ON THE FINAL PLANS.
- (2) A CHANGE OF USE OR THE USE AS DETERMINED BY THE TENANT IS SUBJECT TO REVIEW BY THE CODE ENFORCEMENT OFFICER PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY.
- (3) THE COVERAGE CALCULATIONS ON THE FINAL PLANS SHALL BE REVISED TO REFLECT THE LARGER BUILDING AND THE REDUCTION IN PAVED/OTHER IMPERVIOUS AREAS.
- (4) FINAL PLANS SHALL SHOW THE PAD FOR STORAGE OF WRECKED VEHICLES OUTSIDE THE SHOP WITH A DRAIN AND WITH THE APPROPRIATE GREASE SEPARATOR AND STORAGE TANK. A FLOOR DRAIN SHALL ALSO BE PROVIDED INSIDE THE BUILDING AND TIED INTO THE SAME SYSTEM.
- (5) THAT MAINTENANCE CONTRACTS AND MAINTENANCE RECORDS BE PROVIDED TO THE TOWN TO SHOW THAT THIS SEPARATOR IS BEING PROPERLY MAINTAINED.
- (6) FINAL PLANS SHALL INDICATE WHETHER OR NOT FLOOR DRAINS ARE PROPOSED. THE SEWER DEPARTMENT IS REQUIRED TO SIGN OFF ON FLOOR DRAINS PRIOR TO FINAL APPROVAL. A SPILL PREVENTION AND CONTROL PLAN FOR THE STORAGE AND USE OF REGULATED CONTAMINANTS IS REQUIRED PRIOR TO OCCUPANCY.
- (7) THE PARKING SUMMARY ON THE FINAL SITE PLAN SHALL BE CONSISTENT WITH THE USES OUTLINED FOR EACH UNIT LISTED IN THE USE ANALYSIS.
- (8) THAT THEY BE REQUIRED TO RETURN FOR A COMPLIANCE HEARING PRIOR TO SIGNING THE PLAN, PARTICULARLY TO REVIEW THE DETAILS OF THE PAD, DRAIN AND CONTAINMENT SYSTEM.
- (9) THE LANDSCAPING AND LIGHTING SHALL BE REVIEWED BY STAFF.

(10) THE REMOVAL OF FILL WITHIN THE WETLAND BUFFER BE COMPLETED BEFORE ANY FINAL APPROVAL OR CERTIFICATE OF OCCUPANCY IS ISSUED.

(11) THE PLANNING BOARD RESERVES THE RIGHT TO REVIEW AND AMEND ANY APPROVAL AS PROVIDED FOR IN SITE PLAN REVIEW REGULATION NOS. 6 & 17.

Voted 5-0 in favor of the motion.

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

3. JEANNIE COOPERMAN, STEVE SMART AND ELIZABETH CLARK: (Rep. Carl Johnson)

This proposal is for a Boundary Line Adjustment, actually moving two boundaries of an existing lot that was approved by the Planning Board. Lot 1 is an existing lot of 12.07 acres which was previously subdivided from the Cooperman property. The Cooperman property being R31-19. It's currently a vacant lot. Parcel B is 3.79 acres, Parcel A is 1.7 acres so Lot 1 would go from 12.07 to 17.56 acres. Lot 2 would be reduced from slightly over 50 acres down to 45 acres after the lot line adjustment. There is a note on the plan stating that Parcels A & B have to be conveyed to and merged with the existing parcel and may not be sold separately. As a result of the adjustment, there would be two additional monuments set on the property, one located along Hermit Woods Road and one located along Carleton Road. Prior to final approval of the plan, draft deeds would be submitted for review by staff. Upon approval of the deeds, the executed deeds would be recorded with the plans. If there is a mortgage on Lot 2, a release is required. If there is no mortgage, a written statement is required to that effect. We would certify that the rebars or monuments would be set along the two roads as part of the conditional approval. There are no density issues here. Its 10-acre density, you still have the 45-acres left for Lot 2 and Lot 1 is getting bigger. It's a pretty simple BLA and I think I covered most of staff's comments. I have revised the plans to show both lot lines to be eliminated, to show the new setbacks as a result of the BLA and I've shown the acreages of both lots subsequent to the BLA. No public comment. Public Hearing closed at 7:44 p.m.

Kahn moved, Dever seconded, I MOVE WITH RESPECT TO JEANNIE COOPERMAN, STEVE SMART AND ELIZABETH CLARK, TAX MAP R31, LOTS 19 AND 19A, THAT WE APPROVE THE PROPOSED BOUNDARY LINE ADJUSTMENT SUBJECT TO THE FOLLOWING:

- (1) FINAL PLANS SHALL INDICATE THE SIZE OF BOTH LOTS AFTER THE BLA.
- (2) FINAL PLANS SHALL NOTE BOTH LOT LINES TO BE DISCONTINUED.
- (3) FINAL PLANS SHALL INCLUDE SETBACKS AFTER PROPOSED ADJUSTMENT.
- (4) APPLICANTS SHALL PROVIDE A PROPOSED CONVEYANCE DEED FOR STAFF REVIEW. THE EXECUTED DEED SHALL BE RECORDED WITH THE MYLAR. THE APPLICANT SHALL VERIFY IN WRITING WHETHER A MORTGAGE EXISTS ON LOT 19, IF THERE IS A MORTGAGE, THERE SHALL BE A SATISFACTORY RELEASE RECORDED IN CONJUNCTION WITH THE CONVEYANCE DEED.
- (5) THE SURVEYOR OF RECORD SHALL PROVIDE WRITTEN EVIDENCE THAT ALL PINS HAVE BEEN SET PRIOR TO RECORDING THE MYLAR. Voted 5-0 in favor of the motion.

3. ANDREW ARGUIN (THE WINE'ING BUTCHER) FOR IRVING OIL CORP.:
(Rep. Andrew Arguin)

Arguin is representing Irving Oil Corp. relative to this site plan revision and is the owner of The Wine'ing Butcher in Gilford and is looking to open up The Wine'ing Butcher in Meredith. On the left side of the building currently there are 3 pillars, there was supposed to be an above ground or below ground propane tank but that tank does not exist. I propose to eliminate those pillars and then put in a paved pad that will go the full length of the building (40 feet) and then 20' wide also to include an 8' x 8' concrete pad on the back left corner for a dumpster location. LaBrecque – In 2004 a site plan was approved by the Planning Board which states the rear building to be commercial and the parking calculations were done so it accounted for that commercial retail space. The lot coverage with this new paved access to the side of the building brings the lot coverage up to 55.55%, 65% is allowed by the District. The final plan should note the maximum allowable coverage for the CB District is 65%. The site is served by municipal sewer. Bob Hill reviewed the plans and I believe he also met with the applicant. The final plans shall include the location of the sewer line and the proposed grease trap. Hill would also like to see a detail of the grease trap to review prior to final approval by the Planning Board. The site is also served by municipal water and the location of that water line should also be indicated on the site plan. This building at the rear of the site is accessed from NH Route 25, there are two points of entrance to the rear of the site. The final plans should indicate the parking calculations. As you can see there is parking located in the back, both in front of the building and to the side. There is sufficient parking and parking calculations should be consistent with the approval for that site plan dated 4/22/04. The loading area is shown on the plan. Applicant is proposing to relocate the existing sign that is currently on the building. The white portion of the building is existing and the shaded in the green color is what is being proposed. The applicant is proposing to relocate the existing sign on the lower roof to the entry area to the roof located above. Due to the nature of the site, as you're pulling in it's kind of difficult to spot this building and to get more exposure, the applicant would like to relocate his sign to a new location.

It wouldn't be on the ridge of the building but down a little bit. Arguin – Basically, its moving it from the top of the porch roof to the main roof. Kahn – Will there be any signage on Route 25? Arguin – There is an existing sign on Route 25 that consists of Irving's information and they have allotted a space on that sign for me to put my information on there as well so no additional signage. Touhey – Will you be changing the garage door on the front of the building? Arguin – I'm looking to eliminate the garage door in its entirety and in addition to add an exit door or service door on the left side of the building towards the back as well, that's part of the architectural review change as well. LaBrecque – That freestanding sign obviously was part of the 2004 site plan approval. There are propane tanks located behind the building and are not shown on the plans. The final plans should show the location of those propane tanks and they would also be required to be signed off by the Fire Department relative to the dumpster location and the new entrance that will be on that side of the building as well. There is a dumpster location and typically the Planning Board does require a type of fencing around dumpsters just for visual aesthetic reasons. The final plans should include a note indicating the dumpster should be screened from view. With regards to the architectural design review, in addition to the site work there are proposed modifications to the exterior of the building which many of you have already picked up on in those photographic simulations. The garage will be discontinued and incorporated into the interior space. The raised concrete covered walk in front of the building will be converted to an entry area. I did notice it's ramped on one side for handicap accessibility. Are you keeping that ramp? Arguin – Yes, it will be more of an entryway. Arguin – I'm looking to create a double entry in order for efficiency concerns. LaBrecque – The building will be painted artichoke green with a complementing cream trim. The Board expressed some concerns regarding the artichoke green color, it is similar to sage green. LaBrecque – What are your hours of operation, when do you receive deliveries and what is your schedule for dumpster pickup? Arguin – Our hours of operation will be 7 days/week, 9:00 a.m. to 7:00 p.m., generally the deliveries come prior to noontime Monday – Friday. I'm hoping to not eliminate any of the parking spaces but put cones out there while the deliveries are being made to eliminate that spot but during the rest of the time utilize that space for customers. Dever – (inaudible-no mike). LaBrecque – As a business owner, it would be in your best interest to make sure your delivery guys aren't sitting there waiting for a customer to leave. Touhey – Would the delivery vehicle be backing in to the narrow end of that pad? Arguin – Yes. Touhey – There's quite a bit of land off to the East, is that all gravel at this time? Arguin – That is grass at this current point in time. Touhey – Is there any plan to beautify that in any way. Arguin – That's something that Irving is responsible for and I don't believe they have any plans to further beautify that area. Dever – I believe it's curbed and just a nice grass area going back to the tree line. Touhey – Previous to Irving going in there, I know there used to be a few buildings in that area that were removed for Irving to go into that area. LaBrecque – That whole area is curbed and there is a previously approved landscape plan that didn't specify anything other than grass back there. It is a pretty elaborate landscape plan for the front of the site because its on Route 25, it's kind of a scenic corridor if

you will with lots of traffic so there were lots of plantings proposed along the front of the site but not too much back there other than in the small landscaped islands. Dever – What are you going to be doing in here? Arguin – The business itself is defined as a gourmet market in which we're going to be preparing foods, meats and stuff like that, we're going to get more into a complete market approach in which we're going to provide seafood, produce and more retail items. We're also going to do hot prepared foods like rotisserie chickens and organic pizzas as well for takeout. There will be no seating in the establishment. Dever – Does that change parking in any way when you start mixing uses like that or is it the same as what's up front? LaBrecque – There is a considerable amount of additional parking above what this would be as retail. It was looked at as retail not a food preparation area beyond the retail of food. I guess that would be up to Bill Edney, the Code Enforcement Officer, to make that distinction whether or not that rises to a multiple use and that certainly can be incorporated into a decision for Bill to verify the proposed uses and that could be dealt with administratively whether or not it affects the site plan and any of the numbers that need to be added to the site plan. Dever – We should do that then. Dever asked if they knew how much water they would be using. We have water issues. I imagine you will be using more than the previous tenant. Arguin – There will be a private bathroom and because of the food requirements we do have sinks throughout the entire area. They are not used constantly throughout the day, but are used periodically. In our Gilford location to date with the washing of equipment there, I only use a 20-gallon water heater so the water usage is not significantly high. LaBrecque – I did run this by the Water Department and they did review the usage. I know it was determined insignificant enough to rise to the level of a full study and review of the entire system so as far as water service goes, that has already been OK'd through the Water Department and there was previous usage before. I don't believe it was even what a single-family dwelling uses. I do have that confirmation from Bob Hill and it would be incorporated into the file and also in their records. Flanders – The conditional approval should indicate this is subject to the review of the Fire Department because there is going to be food preparation in there and the applicant will have to acquire a license from the NH Health Department. Arguin – I actually have as far as the internal plans for the building, I have already submitted the plans to the food department which have already been pre-approved to allow for construction. Dever – (inaudible – no mike) Public Hearing closed at 8:06 p.m.

Flanders moved, Touhey seconded, MR. CHAIRMAN, I MOVE THAT WE CONDITIONALLY APPROVE ANDREW ARGUIN'S (THE WINE'ING BUTCHER) FOR IRVING OIL CORP., PROPOSED SITE PLAN AMENDMENT FOR A CHANGE OF USE AND RELATED SITE IMPROVEMENTS, TAX MAP U15, LOT 13, LOCATED AT 81 NH ROUTE 25 IN THE CENTRAL BUSINESS DISTRICT SUBJECT TO THE FOLLOWING CONDITIONS:

(1) THE FINAL PLANS SHALL NOTE THE MAXIMUM LOT COVERAGE FOR THE CENTRAL BUSINESS DISTRICT IS 65%.

- (2) THE FINAL PLANS SHALL INCLUDE THE LOCATION OF THE SEWER LINE AND PROPOSED GREASE TRAP. A DETAIL OF THE GREASE TRAP MUST BE SUBMITTED FOR REVIEW AND THE MEREDITH SEWER DEPARTMENT'S SIGNOFF IS REQUIRED PRIOR TO FINAL APPROVAL.
- (3) FINAL PLANS SHALL INDICATE THE LOCATION OF THE WATER LINE.
- (4) FINAL PLANS SHALL INCLUDE A PARKING SUMMARY CONSISTENT WITH THE PLANNING BOARD APPROVAL OF 4/22/04.
- (5) FINAL PLANS SHALL INDICATE LOCATION AND SIZE OF THE EXISTING FUEL TANKS AND BE SIGNED OFF BY THE FIRE DEPARTMENT.
- (6) FINAL PLANS SHALL INCLUDE A NOTE INDICATING THE DUMPSTER SHALL BE SCREENED FROM VIEW.
- (7) FINAL PLANS SHALL NOTE THE APPROVAL NUMBER OF THE NH DEPARTMENT OF HEALTH.
- (8) THE MEREDITH FIRE DEPARTMENT SHALL SIGNOFF ON THE ARRANGEMENTS FOR COOKING HOODS, ETC., IN THE FACILITY; AND
- (9) THE PLANNING BOARD RESERVES THE RIGHT TO REVIEW AND AMEND ANY APPROVAL AS PROVIDED FOR IN SITE PLAN REVIEW REGULATION NOS. 7 & 17.

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

TOWN PLANNER'S REPORT

- 1. Fees, Applications and Checklists – The Town Planner briefly discussed the updates made to the Fee Schedule, Applications and Checklists and distributed them for the Board's review. It was the consensus of the Board that a Public Hearing be scheduled for July 8, 2008, on this proposal.

Meeting adjourned at 8:30 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