MINUTES OF THE PLAINFIELD PLANNING BOARD

Meeting
January 7th, 2013
Meriden Town Hall

Members Present: Jane Stephenson, Chair Mike Sutherland
Allan Ferguson Elise Angelillo
Jeff Albright

The meeting opened at 7:00pm

The Minutes of November 19th and December 17th were approved as amended.

KUA Field House: Halleran noted that the KUA field house is about to become operational. The State’s Fire Marshall inspected the property last week. The new building is approved as a practice facility only (approved occupancy of 299), no organized games/events are permitted. The facility is lacking sprinklers, restrooms and parking approvals were not issued for the building being a used as a gathering place for spectator sports. The building is code compliant for a practice facility.

Lot Shape Hearing: Jane Stephenson opened the hearing on the proposal to amend the town’s subdivision regulations by replacing the town’s depth to lot width ratio, commonly referred to as the 4 to 1 rule, with a shape factor to be calculated for all lots 15 acres or less in size. No public was in attendance to offer testimony on the change. Board members, after several months of study, feel that this new approach will be easier for developers to understand and focuses the discussion on the shape of the lot as opposed to the shape of the lot as it relates to road frontage. The purpose of any shape regulation is to insure new lots are created that result in parcels of land having reasonable boundaries which are easy to identify and an overall shape that allows for typical uses allowed by the zoning ordinance. Chairwoman Stephenson noted that if the new regulation is unsuccessful the Planning Board can always return to the long standing 4 to 1 rule. There being no one else wishing to speak the hearing was closed. A motion to approve the amendment was made and seconded and voted unanimously in the affirmative. Halleran was directed to forward the change to the Town Clerk for inclusion in the town’s official land use regulations.

The meeting adjourned at 8pm.

Stephen Halleran Jane Stephenson Chair
MINUTES OF THE PLAINFIELD PLANNING BOARD

Meeting
February 4th 2013
Meriden Town Hall

Members Present: Jane Stephenson, Chair    Mike Sutherland
                Allan Ferguson             Elise Angelillo
                Jeff Albright

The meeting opened at 7:00pm

The January 7th minutes were approved as amended.

The Planning Board spent the session preparing for the upcoming public presentation of
the newly revised, master plan. The board determined that the meeting would take place
on Monday evening March 18th at 7pm here at the Meriden Town Hall. Chairperson
Stephenson will draft an article for the March edition of Plainfacts, inviting the public to
attend the session.

The Board reviewed the chapters of the new Master Plan. The document is entirely web
based and is accessed from the town’s website. The Planning Board hopes to spend time
annually keeping the data in the document current.

The board meets next on February 18th with a subdivision and annexation application on
the agenda.

The meeting adjourned at 8:35pm.

Stephen Halleran                Jane Stephenson Chair
MINUTES OF THE PLAINFIELD PLANNING BOARD
Meeting
February 18th 2013
Meriden Town Hall

Members Present: Jane Stephenson, Chair       Mike Sutherland
                Allan Ferguson                   Elise Angelillo
                Jeff Allbright                   Judy Belyea

The meeting opened at 7:00pm

The February 4th minutes were approved as presented.

Robert Bartles Annexation: Chairwoman Stephenson opened the hearing; surveyor Wayne McCutcheon explained the project. The proposal involves the transfer of 30.4 acres from tax map 243 lot 6 owned by the applicants to tax map 243 lot 6.1 also owned by the applicants. As a result tax map 243 lot 6 will be reduced to 24 acres with a residence and tax map 243 lot 6.1 will be enlarged to 81.8 undeveloped acres. Both parcels gain access from Columbus Jordan Road and are primarily located in the RC II zoning district. The project does not involve any change to access or road frontage for either parcel. There being no questions from board members or abutters the application was found to be complete and approved on a unanimous vote.

Gribble Annexation/Subdivision: Chairwoman Stephenson opened the two hearings. Surveyor Peter Holden explained the applications as follows: The 44 acre property fronts on Methodist Hill Road (tax map 209 lot 3). The first application is a minor annexation with the adjoining property owned by Red Barn Trust designed to add 8’ of road frontage to the Gribble property in exchange for some 9,340 sq feet of back land from the Gribble property. The Red Barn Trust land owns over 900 acres mostly in Lebanon and has hundreds of feet of frontage on Methodist Hill Road. The second application proposes to divide the Gribble parcel, as configured after the annexation, into three lots, two 15 acre lots and one 14 acre parcel. The property is zoned RCI and is not served by either public water or sewer. The annexation application was handled first and was approved as presented. Moving to the subdivision, board members noted that the application is in compliance with the new shape factor regulation. The 14 acre parcel has a factor of 17. Abutter James Cragin whose property is surrounded by the project noted that he has no objections to the survey data and believes the work is accurate along his common boundary with the Gribble property. It was noted that the plan shows a 36” culvert under Methodist Hill Road, but that the culvert is more likely an 18” pipe. Halleran noted that Road Agent Collins has reviewed the road frontage for the new lots and signed off on the certificate of suitability that assures the Planning Board that each of the proposed lots have a safe access point. Board members noted that if the drainage way between the Cragin land...
and the Gribble land to the west is a perennial stream, development will be restricted
within 50’ of the stream bank.

There being no additional comments from Board members or the public the
application was found to be complete and subsequently approved. Surveyor Holden
noted that he has to finish setting the pins for the project and will forward final copies
of the plans to the town for signing and recording. He will also check the size of the
culvert in question and make sure that it is accurately depicted on the plan.

**Other business:** Board members picked up their copies of application materials for the
upcoming site plan review for the AT&T tower located on property of Guy Daniels at
95 Beauty Hill Road. The hearing is posted for March 4th.

The meeting adjourned at 8:15pm.

Stephen Halleran                Jane Stephenson
MINUTES OF THE PLAINFIELD PLANNING BOARD

Meeting
March 4th 2013
Meriden Town Hall

Members Present: Jane Stephenson, Chair Mike Sutherland
Elise Angelillo Jeff Allbright
Judy Belyea

The meeting opened at 7:00pm

The February 18th minutes were approved as presented. Steve Halleran noted that on the Gribble subdivision from last meeting, the culvert size that was question was in fact 36” as originally shown on the plan.

New Cingular Wireless PCS, LLC: Chairwoman Stephenson opened the site plan review by reading the posted notice. Consultant David Vivian explained that the application is concerned with a 10’ extension to the existing cell tower located on the Daniel’s property at 95 Beauty Hill Road. The height of the stealth style tower, after extension, will be 90’. The project received Zoning Board approval in case 2012-02. As a result of the ZBA hearing, the site plan is focused on whether or not changing the color of the tower, from brown to gray would make the tower less visible on the horizon above tree line. Guy Daniels, the property owner where the tower is located indicated at the ZBA hearing that he feels the brown color of the existing tower makes it highly visible against the horizon. Dave Vivian reported that the fiberglass like panels that house the cell transmitters, the top 30’ of the tower, can be painted just about any color the town would like. The structural portion of the tower, bottom 60’ in this case, will not hold paint quite as well as the top portion. The tower owner is prepared to change the color of the tower as directed by the board. Halleran noted that contractors he has spoken with caution about leaving a distinct line from one color to another on the tower, such a line will be very noticeable if its above tree line. Based on the required tree height survey it appears that it would only be the top third of the tower that is visible above tree line. A majority of board members present felt a gray color would be less visible. There were no abutters or members of the public who wished to speak. Halleran noted that there is a letter in the file from Guy and Ellen Daniels opposing the extension. The Daniels could not make this evening’s meeting. Planning Board members noted that the extension itself has been granted. There review is concerned with site plan aspects of the project.

Reviewing the entire application, the board found the application complete and granted the requested waivers as found on tab 1 of the application. A motion to approve the site plan was made second and voted in the affirmative subject to the following:
At a minimum the top 30’ of the tower will be painted gray in color and the board further requests that the applicant make reasonable efforts to at a minimum paint the upper portion of the structural section of the tower the same gray color taking care not to leave a defined line between the existing brown and new gray color.

**Other Business:** Plainfield Village Resident Brad Atwater met with the board to discuss ways to engage the community. Brad is currently involved with several committees and each of these groups has a need to learn more about how the community feels on important level of service issues. The Plainfield Community Profile done back in the mid 1990’s was discussed.

The Board spent the rest of the meeting preparing for the Master Plan Public Forum to be held at the Plainfield Town Hall on March 18th.

The meeting adjourned.

Stephen Halleran  
Jane Stephenson
MINUTES OF THE PLAINFIELD PLANNING BOARD
Master Plan Forum/Hearing
March 20th, 2013
Plainfield Town Hall

Members Present: Jane Stephenson, Chair Mike Sutherland
Elise Angelillo Des Hudson, Alt

The meeting opened at 7:00pm

This meeting was dedicated to holding a public forum on the newly revised master plan which is now available exclusively online at www.plainfieldnh.org.

Jane Stephenson explained to the group of about a dozen residents that the Planning Board has been working on this statistical update for more than three years. Special thanks was given to Mike Sutherland for all his work to get the information up on the town’s website. Latest census information was used in this update. The Planning Board’s work continues to show that the vast majority of people who come to live in Plainfield cite the elementary school and rural conditions as reasons for moving to the community. Future challenges in Plainfield include an aging population and declining enrollment in our school system. Options for broadening the tax base in town, increasing affordable housing opportunities and the need for public transportation were discussed. There is broad support for bus stops in Plainfield and Meriden Villages.

Jane pointed out that census data shows a widening gap between the wealthiest and the poorest members of our community. Plainfield is seen significant growth in household incomes over the last decade, but at the same time 13% of our children now live in homes below the poverty level.

Mike Sutherland demonstrated several of the interactive features of the web based Master Plan. These include various land use maps and many links throughout the document that take the user to other reports and sources of data.

The group finished the discussion with a brainstorming session on how to engage the community in a fact finding mission. Using social media and holding a Community Profile were both discussed at length as possible options for gathering needed information.

The meeting adjourned at 9:00pm.

The meeting adjourned.

Stephen Halleran Jane Stephenson
MINUTES OF THE PLAINFIELD PLANNING BOARD

Meeting
April 15th 2013
Meriden Town Hall

Members Present: Jane Stephenson, Chair Mike Sutherland
Elise Angelillo Jeff Allbright

The meeting opened at 7:00pm

As the Zoning Board was just completing its scheduled meeting at 7pm, the two boards met briefly for an informal discussion about the Yate’s Collector’s Armory project which is now moving to the Site Plan Review phase of the land use process. The Zoning Board, which had just approved the project, encouraged the Planning Board to look closely at whether or not all or a portion of the recently added porch to the building should be removed. The applicant is willing to do whatever the town wishes on this issue. The porch encroaches onto Peterson Road. Insuring that the off street parking lot on the south side of the building is important, as is the requirement that the interior of the building be renovated so that the residence and the business are as separated from each other as possible.

Master Plan Adoption: After a brief discussion about the March 4th public forum Chairman Stephenson moved to adopt the newly formatted web based Mater Plan. The motion was seconded and voted in the affirmative. Board members discussed how the plan will be updated going forward. Board members felt that updating a single chapter each year made good sense. Special thanks was given to Mike Sutherland for all is work on formatting the plan up onto the town’s Master Plan.

The meeting adjourned at 8pm.

Stephen Halleran

Jane Stephenson
MINUTES OF THE PLAINFIELD PLANNING BOARD

Meeting
August 19th 2013
Meriden Town Hall

Members Present:  Judy Belyea, Acting Chair  Allan Ferguson
Elise Angelillo  Jeff Allbright

The meeting opened at 7:00pm

This was the Planning Board’s first meeting since April 15th, Judy Belyea filled the role as Chairperson, Jane Stephenson is away on vacation.

Chellis Estate to Marsh Annexation: The hearing was opened with the reading of the posted notice. Surveyor Chris Rollins explained that the application involves the annexation of some 13 acres of land from tax map 233 lot 26 to the 5 acres of land across Chellis Road owned by Jeff and Robyn Marsh (map 233-21). This project, if approved, allows the transfer of the sugar bush that Jeff and his wife Robyn have used for years from the estate of Vera Chellis to them. The Marsh lot will be 18.1 acres the Chellis remaining land some 56 acres. Chris noted that the lines have been drawn to include the active sugar bush, there will a private restriction on cutting of trees along the common line with the Chellis remaining land. Board members noted that the combined acreage of both parcels results in lot sizes that do not require a shape factor calculation. Both parcels are conforming to the zoning ordinance. There being no abutters wishing to speak and no further questions the application was found to be complete and voted in the affirmative approving the annexation as proposed. The mylar and paper copies were signed and will be forwarded to the registry.

Longacre Corporation Project: Survey Wayne McCutcheon and Longacre Co. President Joe Longacre met with the Planning Board for an informal review to discuss a four lot subdivision of the business’ Westgate Road property. The project involves the creation of two 1 acre lots on Hayward Road and two 1 acre lots on Westgate Road leaving some 15 acres of land to continue to be used as a plant nursery. Joe explained that the company’s business model has changed and the growing of plants on site is being phased out. The new house lots will be made available for sale and are similar to the existing lots in the neighborhood which also came from the former Ralph Jordan Farm. The Longacre’s purchased their land from John Meyette, Ralph’s nephew back in the 1980’s.

Zoning Administrator Halleran noted that while he has no formal decision making role in the town’s subdivision process he is married to Melissa Longacre who is the daughter of one of the three Longacre brothers who owns the Longacre corporation.
As is required for lots under 5 acres, Wayne is planning to make formal application for subdivision to the state of New Hampshire DES. As part of that process, he will be seeking approval from the water district for permission to connect these lots to their system. Planning Board member Albright asked that all existing culvert flowage rights onto these new lots be formalized as part of the subdivision process. Wayne agreed that this could be done.

Septic systems for the lots will be on site and will require small mounds that can easily be incorporated into the final grading of the sites. Board members noted that these lots should provide some reasonably affordable housing options for young people wishing to move into Plainfield Village. Two similar lots were created on Bonner Road in Meriden Village last year. These lots are currently being marked for around $45,000.

The meeting adjourned at 8:15pm.

Stephen Halleran  Judy Belyea
MINUTES OF THE PLAINFIELD PLANNING BOARD

Meeting
October 7th 2013
Meriden Town Hall

Members Present: Jane Stephenson, Chair Allan Ferguson
Elise Angelillo Jeff Allbright
Judy Belyea Mike Sutherland

The Planning Board met at 6:30pm at #7 Bean Road for an advertised site visit of the proposed Poor Tom’s Tavern. Property Owner Tom Lappin outlined the details of proposed 48 seat restaurant. He discussed the proposed driveway relocation and the proposed parking lot configuration, both for patrons and tenants. An existing attached barn on the property will be removed and replaced with a kitchen. A single sign no larger than 4’x 8’ is planned for the front lawn. All outside lights will be dark sky compliant. The group walked through the vacant ground floor area of the house that will be converted to the restaurant use. The site walk ended at 6:55pm and the group moved to the Meriden Town Hall.

Meriden Town Hall 7pm

Poor Tom’s Tavern Site Plan Review: Chairman Jane Stephenson opened the hearing. The details of the ZBA decision on the case were reviewed and discussed. Applicant Tom Lappin explained that currently the building is used for three single bedroom apartments. The property is 1.1 acres in size and is served by public water and sewer. In a previous life the building served as dormitory for Kimball Union Academy, most recently it has been a private residence with apartments. As proposed, the restaurant would include 48 seats, be open seven days per week serving dinner. Hours of operation would be 4pm till 10pm week days, 4pm to 11pm on Fridays, Saturdays and Sundays. Deliveries will be during the day and the trucks will used the empty parking lot for turning around and leaving the property. A small dumpster will be located to the rear of the lot and will be fenced and fitted with proper covers. The dumpster will be maintained in good working order. The restaurant will not include any outside seating at this time and there will be no amplified music. Tom will apply for a NH liquor license as well as all necessary state health department licenses. The restaurant will be fitted with a fire suppression system and the entire building will be alarmed. Tom has had several meetings with the town building inspector and other life safety code officials. Six outside lights for the parking lot are planned; all will be dark sky compliant. Walkways will be fitted with ground level lighting as well. All signage will conform with town requirements and will be in keeping with the colonial age of the building.

Abutter Jane Witzel inquired about the details of the headlight screen along the common line with the Townsend lot. Tom responded that this will be a solid fence. Jeff Albright asked if snow removal would be a problem and whether or not the town has reviewed the grading plans for the parking lot. Tom indicated that snow will be moved to the rear of the lot. Steve Halleran noted that the road agent has reviewed the plans and does not see any issues with drainage, there is a single catch basin on the east side of Bean Road near this property. Jeff Allbright asked that the town take a look at the street lighting at the intersection of Route 120 and Bean Road just to make sure that it is adequate for patrons crossing the highway. Jane Stephenson and Mike Sutherland inquired about the lighting details and sign configuration. Board members noted that the ZBA decision was very tight for this case and deals with a lot of operational items that could, if necessary, trigger further town review. There being no further questions the Board voted to
approve the site plan as presented with the condition that the town review the street lighting at Bean Road and Route 120.

**Longacre 5 lot subdivision, 4 new lots created:** Chairwoman Jane Stephenson opened the hearing. The application is for a five lot subdivision of property fronting on Westgate and Hayward Roads. The property is approximately 20 acres and is zoned Village Residential. Four new lots are proposed, lot 1, is 15.44 acres and contains the existing building and plant nursery. Two lots are proposed on Hayward Road (lot 2 -1.28 acres, lot 3- 1.25 acres) and two lots are proposed on Westgate Road (lot 4-.91 acres, lot 5 -1.0 acre). Surveyor Wayne McCutcheon reviewed the details of the project. State subdivision approval has been granted and each of the new lots will be served by public water. Each lot has a proven septic location and a likely building location. The lots have been formed in a pattern very similar to other properties on the street. All of the land was once the Ralph Jordan farm and most of the houses on Westgate and Hayward were cut from this property years ago. Neighbors spoke highly of the Longacre stewardship of the land, noting that if possible it would be best if any future homes could be in keeping with the style and type that exists in the neighborhood, ranches and capes. If done, this would be a private restriction not a town enforced restriction. Abutter John Sylvia asked if it would be possible to relocate the driveway for lot 5 so that it was not directly across from his living room window. The applicant indicated that this would not be a problem. At this time there are no plans to develop these lots. Common driveways for the four lots are also possible. The town’s Road Agent has certified that each of these lights has an adequate spot for a driveway, but given the flat topography exact locations could easily be amended as needed to address neighbors concerns. Per the town’s zoning ordinance buildings will be setback at least 55’ from the center of the road (25’ ROW, 30 setback). Each of the new lots has a shape factor under 18, the remaining land is exempt as it is over 15 acres in size. A motion followed to find the application complete. A motion to approve the application was also made seconded and voted in the affirmative.

**Other business:** Jane Stephenson signed a slightly amended mylar and plan copies for the Gribble Annexation to and from the Red Barn Trust. This was approved back in April and since then attorneys for the Red Barn Trust have asked that some additional dimensions be called out on the plan. No material changes to the plan were made and the augmented plan will be recorded at the registry.

**Spencer Subdivision preliminary discussion:** Surveyor Chris Rollins shared with the Board a plan to divide the Claudine Spencer lot on Hayward Road, 11 acres, into two lots the main house will be left on 3.3 acres and a 7.5 acre undeveloped lot will be available for one of Claudine’s children to build a home on. The lots have a shape factor of 28 and 26, both needing Planning Board consent to be approved. A shape factor of less than 25 is never an issue, between 25-29 requires Planning Board approval and more than 30 is not allowed. Board members noted that under the old 4 to 1, these lots would not have been possible, but with the shape factor approach they are at least possible. Board members reserved a decision on the proposed shape factors until the public hearing on the application. It was noted that both of these lots are far larger and have the same amount of road frontage as the four new lots just created as part of the Longacre project.
Accessory Apartments: Planning Board members will spend the October 21st meeting reviewing Lebanon’s new accessory apartment ordinance to see if it is applicable to Plainfield.

The August 19th minutes were approved as amended.

The meeting adjourned at 9:00pm

Stephen Halleran

Jane Stephenson
MINUTES OF THE PLAINFIELD PLANNING BOARD

Meeting
October 21st 2013
Meriden Town Hall

Members Present: Jane Stephenson, Chair Allan Ferguson
Elise Angelillo Jeff Allbright
Mike Sutherland

The meeting opened at 7pm

Mark Horne: In follow up to his appearance at the Zoning Board meeting last week, Mark attended the meeting to ask that the Planning Board consider an amendment to the Zoning Ordinance that would allow Approved Business Projects to include multifamily residential uses as part of the mix. Currently, this is prohibited by letter (g) of operational criteria. Mark owns a nine acre parcel on Route 12A with a three unit apartment building and would like to combine that use with a monthly auction at the site utilizing the horse arena as the auction site. ZBA member Bill McGonigle was in attendance for the discussion. The Planning Board will do some research to try and better understand the reason letter (g) was included in the ordinance.
Speculation is that it was to make it clear the you could not use this section to get around the more complex PRD/Conservation Design section of the ordinance for multi unit housing projects. Reducing the acreage necessary for each unit (3.5 in the RR zone) might also be an option and would allow the property to be subdivided putting the auction business on its own parcel.

Assessor Dwelling Unit (ADU): Chairperson Stephenson opened this discussion by sharing with Board members copies of several communities out west that allow these detached subordinate residential units. The City of Lebanon has recently added these to its ordinance as well. Plainfield currently allows small Accessory Apartments, but they must be in or attached to the main residence. Halleran urged board members to keep any change simple and clear without many restrictions noting that the town’s zoning enforcement typically focuses on very broad issues and is not currently well suited to enforce things like aesthetic issues or the number of occupants in a building. While preferred, currently the town does not typically require measured drawings for a building permit. Stephenson indicated that in her view these units would only be approved after both a Zoning Board and Planning Board full review with abutter notices etc.
Board members asked to see if the Lebanon Planner that drafted the City’s ordinance might attend a future Planning Board meeting to discuss their experience. Halleran will check on this and try to set up a meeting. There was generally support for this type of change as long as it could be managed and done reasonably. It was noted, that in Plainfield public water and sewer is not readily available and would mean either upgrading the existing private system on the property or adding a second system.

The meeting adjourned at 9:30pm

Stephen Halleran Jane Stephenson
The meeting opened at 6pm

ZBA Chairman Richard Colburn and ZBA Member Brad Atwater attended this meeting along with Selectboard member Robert Taylor.

Chairman Stephenson welcomed Lebanon Planning Director Andrew Gast-Bray to the meeting. The City of Lebanon has been kind enough to let Andrew attend this meeting to inform the Planning Board about Lebanon’s experience with Accessory Dwelling Units which can be either attached to or detached from the main the dwelling unit. See attached copy of the Lebanon ADU ordinance. Mr. Gast-Bray explained that in Lebanon the goal was to promote infilling of residential units in established neighborhoods and villages. While the ordinance is only a year old, so far the two applications they have had were not located in village settings. Lebanon was very careful to require that the detached unit is of like construction and design to the main house and is subordinate in size. Where private waste water systems are involved the new structure must have its own or the existing system must be upgraded to handle the additional load. Both units must remain under the same ownership. Only one unit may be rented the other must be owner occupied. Lebanon requires that the unit be located behind the main house and places restrictions on its height. In the case of large lots the Zoning Board can allow the ADU to be in front of the main house if in their view the character of the neighborhood is not affected.

All ADU applications go before the Zoning Board of Adjustment. This insures a public review process and ample opportunity for neighbors to raise concerns. Further, Lebanon employs a full time code enforcement team that insures that these units are built and operated as approved. Based on the above framework, Lebanon saw no reason to limit the ADU to being attached to the main dwelling. These types of ordinances are now quite common around the country. Jane Stephenson shared a US Department of Housing case study on ADUs. See attached.

Mr Gast-Bray left the Planning Board meeting for a Lebanon budget meeting. The Board thanked Andrew for his time. Halleran noted that at the next meeting Planner Director Nate Miller with the UVLSRPC will be in attendance to discuss ADUs and lot sizing requirements for multifamily buildings. Currently, Plainfield’s ordinance requires
significant additional land for each apartment that is created. The Planning Board like
some guidance on this issue. See the October 21st meeting minutes.

The Planning Board will meet next on November 18th. The meeting adjourned at 7:45pm.

Stephen Halleran

Jane Stephenson
MINUTES OF THE PLAINFIELD PLANNING BOARD
Meeting
November 18th
Meriden Town Hall

Members Present: Jane Stephenson, Chair Allan Ferguson
Elise Angelillo Mike Sutherland
Judy Belyea Jeff Allbright

The meeting opened at 7pm

Bucklin/Beaupre Land Swap: Chairwoman Stephenson opened the hearing by reading the public notice. Surveyor Wayne McCutcheon explained that the application involves annexation of property fronting on Marsh Hill and Grantham Mountain Road. Specifically, a back land swap of .7 acres between the two parcels will allow the Bucklin property to satisfy side setback requirements for a planned outbuilding. The Beaupre property is 26.2 acres and the Bucklin property is 7.3 acres. No change in road frontage or total area for either parcel will result from this application. Board members agreed that this swap improves the overall shape of the Bucklin property and does no harm to the Beaupre property. No abutters were in attendance. The application was found to be complete and approved subject to one plan note correction listing Audra Bucklin as an owner. Wayne McCutcheon will make up the final plans and mylar for signing.

Chapman Voluntary Merger: As allowed by RSA 674-39-a owner Annamay Chapman has elected to merge a vacant lot which is owned by her located adjacent to her home (lot 2 of the Chapman 1982 subdivision) with the home property. After a brief procedural discussion the merger was approved as presented. Copy of the merger documents attached.

Zoning Change Discussion: Upper Valley Lake Sunapee Regional Planning Commission Planning Director Nate Miller met with the board to discuss the Plainfield Zoning Ordinance. Zoning Board members Richard Colburn and William McGonigle attended the session as well. Residents Mark and Sandy Horne also attended relating to their concern about lot sizing and Approved Business Projects being allowed to include residential uses.

A general discussion followed about accessory dwelling units and work force housing opportunities in Plainfield. Nate confirmed that should Plainfield decide to allow detached ADU’s we would be only the second town in the region to do this, the other is Lebanon. Nate also felt that if Plainfield wishes to increase the opportunities for more dwelling units in town, whether accessory apartments, ADU’s or multifamily units, relaxing the requirements for additional acreage might be helpful. Right now a three unit apartment building in the Rural Residential Zone requires 10.5 acres of land (each unit demands the minimum acreage in the zone). Even an Accessory Apartment requires an additional 20,000 sq ft of land. The RCII zone which has a 15 acre minimum size includes the same requirement. Most of the towns in the region either require just a conforming lot or some small amount of acreage, not the full minimum lot size per unit.

Nate agreed that increasing the Accessory Apartments or ADU’s to include at least two bedrooms might be important to help with workforce housing issues.

Nate also indicated that while the Approved Business Project language is unique to the Plainfield Ordinance, it is very common in other town’s to allow the combination of residential and commercial uses on the same property.
Nate suggested that over time Plainfield might want to look at a form based zoning ordinance as opposed to the more traditional performance based type that most towns including, Plainfield, have now. With a form based ordinance the focus is more on how a building looks and interacts with its surroundings and less concerned with the use that it is put to. Form based ordinances are becoming more popular. Enfield and Claremont both have form based components in their ordinances.

The Planning Board thanked Nate for his attendance. The board will continue these discussions at its next meeting.

The meeting adjourned at 9:00pm

Stephen Halleran Jane Stephenson
MINUTES OF THE PLAINFIELD PLANNING BOARD

Meeting
December 2nd
Plainfield Town Hall

Members Present: Jane Stephenson, Chair Allan Ferguson
Elise Angelillo Judy Belyea
Jeff Allbright

The meeting opened at 6:30pm with a site visit to #1100 Route 12A the former Plainfield Store that is being converted into “The Armory” by owner Paul Yates. The business is to be involved with the retail sales of outdoor sporting equipment, including the sale and repair of firearms. The project received Zoning Board approval earlier in the year. The site plan review is the final step in the land use approval process.

Owner Paul Yates showed the assembled group the proposed parking lot on the south side of the building as well as the porch area on the north side that he would like to convert to a storage shed. The group then moved inside to view the retail floor space, the gunsmith work areas and the business office. All agreed that a tremendous amount of work has been done on the building. The group moved up to the Plainfield Town Hall for the site plan hearing.

Yates Site Plan “The Armory”: Chairwoman Stephenson opened the hearing. The posted notice was read. Board members reviewed the Zoning Board decision in the case. Mr. Yates explained the business plan and provided the town copies of all his licensing. He went on to note that his Approved Parking Plan requires at least six spaces on the south side of the building for customers, two on the north for the residential use, and two for employees that will be provided by the Plainfield Church. There was some confusion about the layout of the parking area. It was noted that the parking plan that was included in the board’s mailer was not the version that was approved by the Zoning Board. Halleran will correct this error, noting that Mr. Yates did in fact submit a subsequent parking plan that reflected the work done by the Zoning Board at the use hearing. Mr. Yates confirmed that he understands that if for any reason the off street parking is not sufficient he will have to find a solution. Abutter Priscilla Wheeler restated her position during the zoning approval process that she is happy to provide some additional parking on her property if that helps Mr. Yates. The Board discussed the walling in of the north side of the porch for storage. The board determined from the site visit that the proposed work will not adversely impact sight distances for the Peterson Road Route 12A intersection. Halleran noted that the porch was granted setback relief when it was constructed by a previous owner who was reopening the store at that time. Now a decade later the porch becomes part of the buildings and will be right on the road. Given that there is no new foundation work the Planning Board did not feel it had the authority to prevent the enclosing of the porch. Plainfield does not have formal design guidelines or a historical district. Mr. Yates indicated that neither his family nor the business has any place for storage, other than the shop basement. Abutter Ron Bailey noted that he has watched the Yates renovate the store over the last few months and he has no doubt that he will do a good job with the storage area. Mr. Yates noted that the Zoning Board had asked him to design the project so that most of traffic into the store comes from the south side, thereby reducing the likelihood that patrons entering the building with firearms will interact with families using the adjacent Corey Tabor park. Mr. Yates feels that eliminating the porch from the north side of the building is in keeping with that goal, making it more likely that customers will park either on Route 12A or in the designated lot and use the south entrance. Fire Chief Frank Currier noted that he has no particular concerns with the proposed use or building/parking proposal. Mr. Yates has kept him informed during the renovations and the project is not a burdensome concern for the fire department.

Signage for the project will be in conformance with the town’s Zoning Ordinance and will include a sign on the building and one free standing sign delineating the parking area and the selling of firearms.
Outside lighting will be basically unchanged and will all be shut off at night at closing. Any new outside lights will be dark sky compliant.

There being no further questions the site plan review was approved as presented.

**Zoning Ordinance Changes:** The Planning Board spent the rest of the meeting working on zoning changes. The three issues under consideration are: 1) Reducing the per unit acreage requirements for multi-residential units, 2) Removing the prohibition of multiple housing units being part of a Approved Business Project, 3) Allowing Accessory Dwelling Units (ADUs) in detached buildings. Residents Mark and Sandy Horne sat in on the Board’s deliberations. After about an hour of discussion, the Planning Board felt that a joint meeting with the Zoning Board would be helpful. Halleran was asked to set a combined Zoning Board Planning Board meeting for Monday night December 12th. All of the changes under consideration are designed to enhance opportunities for property owners to add residential units to their existing or proposed properties.

The meeting adjourned at 9:40pm.

Stephen Halleran

Jane Stephenson, Chair
MINUTES OF
THE PLAINFIELD PLANNING/ZONING BOARD
Meeting
December 9th 2013

PB Members Present:  Jane Stephenson, Chair Allan Ferguson
Elise Angelillo, Mike Sutherland
Jeff Allbright

ZBA Members Present: Richard Colburn, Chair Ted Moynihan
Bradford Atwater Bill McGonigle

Public present:  Mark Horne

The meeting opened at 6pm

The Planning Board continued its work on several proposed zoning changes. See attached. To assist the
process the Zoning Board of Adjustment was invited to attend the session and discuss the draft changes.
This meeting also served as the Zoning Board’s December meeting.

Question #3. The assembled group, felt that removing letter (g) from the Approved Business Criteria was
appropriate. The Approved Business Project has been in existence now for many years and giving
landowners the option of including a couple of apartments in their business project proposal did not seem to
be a problem. Zoning Board members noted that compatibility of uses would be key to success for an
applicant. A house conversion to a commercial office and two apartments might be fine, but two
apartments in the middle of a gravel pit operation or trucking terminal might well not pass the compatibility
test.

Question #2. There was broad support for reducing the acreage requirements for multi-family buildings in
the Rural Residential Zone. The group did feel that it was appropriate to require some additional acreage
for more than two units, but not necessarily to require a full 3.5 additional acres per unit. It was hoped that
this change might lead to more workforce housing units being available in Plainfield.

Question #3. The group supported the idea of the Accessory Dwelling Unit as a separate detached building.
There was concern that the change should be handled as a first step, basically allowing the existing
Accessory Apartment to be put into detached outbuildings. There was concern expressed about putting
safeguards in place to make sure that the new unit is subordinate to the main dwelling. Further, Zoning
Board members requested that the Planning Board include in the new regulation some performance
standards for granting the special exception.

The meeting adjourned at 9:40pm

Stephen Halleran

Jane Stephenson, Chair

Richard Colburn, Chair ZBA
MINUTES OF
THE PLAINFIELD PLANNING BOARD
Meeting
December 16th 2013

PB Members Present: Jane Stephenson, Chair        Allan Ferguson
                    Elise Angelillo            Mike Sutherland
                    Jeff Allbright

Also attended: Brad Atwater, ZBA

The meeting opened at 7pm

The November 18th, the December 2nd, and December 9th minutes were approved as amended.

The Board worked on the proposed zoning ordinance changes for the 2014 meeting. See attached draft.

Question #1: Accessory Dwelling Unit ordinance: The following themes emerged. The ADU, whether attached or detached must be subordinate to the main dwelling, no larger than 50% of the main dwelling’s living space. The ordinance should provide reasonable opportunities for all Plainfield home owners to add an accessory dwelling unit regardless of the size and style of their home. To allow for the most flexibility ADU’s should be allowed to have two bedrooms. Board members also felt that the ordinance should be clear on all the requirements for an ADU, and exceptions to these requirements should not be made. It is envisioned that the most common locations for ADU’s will be above garages and barns or in some other existing outbuilding on the property. Many ADU’s will continue to be built inside or as additions to the main dwelling unit. This will continue to be the easiest way to get an apartment use approved.

Questions #2: Reducing the minimum acreage necessary for a multi-family building: Based on the information received from the two planners the board consulted with this fall there is support for reducing the minimum sized lot necessary for a multi-family residence in the RR and RC I zones, but there was concern that in the VR zone it might be best to have some additional acreage even for an ADU. Conforming VR zone lots can be as small as a half acre, where in the RR zone 3.5 acres is the minimum.

Question #3: The board made no change to this proposed change which similar allows for the possibility of including multi residential uses as part of an Approved Business Project.

The various edits made to the draft will be incorporated into the next draft. A public hearing on the proposed changes will be held in January. The Board’s next meeting will be January 6th 2014.

Stephen Halleran         Jane Stephenson, Chair