

**TOWN OF JAFFREY**  
**Jaffrey, New Hampshire**  
**PLANNING BOARD**  
**Meeting Minutes**  
**October 11, 2016**

**Present:** Chairman McKenzie, Members, Deschenes, Despres, Devlin, Farmer, Gordon and Selectmen's Representative MacIsaac

**Absent:** Member Merrell

**Staff:** JoAnne Carr, Director of Planning and Economic Development

**MEETING MINUTES APPROVAL**

On a motion by MacIsaac, seconded by Despres the minutes of the September 14, 2016 meeting minutes were approved as amended (5-1). Member Farmer abstained.

**PRELIMINARY CONCEPTUAL**

Keith Dupuis, potential OSDP –

Mr. Dupuis is considering the construction of an open space development. The parcel he is considering is an eleven acre parcel in the rural district on Main St. Town water and sewer are available. He is proposing fourteen homes built toward the front of the property. The back of the lot would be used as open space and does contain some wetlands. There is also a fifty foot right of way through the property to an interior lot. There is a question regarding density. Per the town regulations the minimum lot size for parcels in the Rural area with town sewer is 1.5 acres. The minimum lot size for parcels in Residence A with town sewer is 20,000 sf and would allow the fourteen houses proposed. Mr. Dupuis appears to request consideration that this development be permitted as if within the Residence A district.

Mr. Dupuis asked what is the board looking for in a development; is their preference a traditional development or a small community OSDP. If Residence A with town sewer is 20,000 sf and Rural with town sewer is 1.5 acres there seems to be no bonus for doing an OSDP in the rural district. Chairman McKenzie explained that the purpose of an OSDP is to reduce the impact of development by reducing setbacks and allowing houses to be located close together and open space and natural resources are protected. Economics are provided to the developer in the cost of road construction by reducing frontage requirements and as a consequence also reducing storm water infrastructure requirements.

Planner JoAnne Carr advised Mr. Dupuis to contact the state regarding the existing curb cut. It is next to the neighboring driveway and this could be a potential issue. Chairman McKenzie relayed that what she is hearing from the board is that they feel fourteen homes would be too many.

**CALL TO ORDER**

Chairman McKenzie called the public hearing to order at 7:00 p.m. Notice of the public hearing for PB 16-07, PB 16-11, PB 16-13 and PB 16-14 was posted in the Town Office building, the Library; copies were sent to the Planning Board, the Conservation Commission, and the Board of Selectmen. Member Farmer would vote.

**APPLICATION ACCEPTANCE**

1. PB 16-13 Jed Paquin, 46 & 58 Heath Rd. (properties of Morello & Chesney, Map 228/Lots 114 & 113, Zone: (Rural without town water)

Technical Sub-division – The applicant proposes a lot line adjustment.

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On a motion by Gordon, seconded by Farmer the application proposing a lot line adjustment was accepted. (6-0).

2. PB 16-14 Daniel and Donna Smith, 9 Webster St., Map 245 / Lot 6, Zone: General Business

Site Plan Review – The applicant proposes a hair salon.

On a motion by MacIsaac, seconded by Devlin the site plan review application proposing a hair salon was accepted. (6-0).

**PUBLIC HEARING – NEW**

1. PB 16-13 Jed Paquin, 46 & 58 Heath Rd. (properties of Morello & Chesney, Map 228/Lots 114 & 113, Zone: (Rural without town water)

Technical Sub-division – The applicant proposes a lot line adjustment.

Presentation: Jed Paquin, Paquin Land Surveying

Appearance:

Mr. Paquin displayed the plan outlining the proposed lot line adjustment. It will be an equal area swap with no change in frontage. Markers are already in place.

Member Despres asked if there was a reason for the exchange. Mr. Paquin explained that Mr. Chesney owns a back parcel and has a trail network at the back of his property. The area in the front is mainly trees and Mr. Morello would like control of the trees so they can do some trimming.

**There being no further comments Chairman McKenzie closed the public hearing.**

2. PB 16-14 Daniel and Donna Smith, 9 Webster St., Map 245 / Lot 6, Zone: General Business

Site Plan Review – The applicant proposes a hair salon.

Presentation: Donna and Daniel Smith

Appearance:

The Smiths have purchased 9 Webster St. with the intent of relocating Mrs. Smith's hair salon presently located at the Belletete Plaza. The Webster St. property is located in the General Business district and was previously the home of Adpro Screen Print Inc. No exterior changes to the building are planned and they are proposing six parking spaces. Member Gordon asked how many employees there would be. Mrs. Smith replied three stylists with four chairs. When asked about exterior lighting Mrs. Smith stated that she's not proposing any changes. All lights will be downcast and abide by the town guidelines. As for signage she will comply with the Town's sign ordinance and hopes to have a free standing sign, facing the road, where the old Adpro sign was.

Planner Carr did advise the applicant to check with the DPW regarding the water. There may be an application process if the water has been turned off.

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**There being no further comments Chairman McKenzie closed the public hearing.**

**PUBLIC HEARING – CONTINUED**

1. PB 16-11 Davis Village Properties, 443 Turnpike Rd., Map 256/Lot 2, Zone: (Rural without town water)

Site Plan Review – The applicant proposes a one-bedroom house with 314 sf retail/commercial studio space.

Presentation: Kirk Stenersen, Higher Design

Appearance:

The applicant is proposing to convert the existing single family home into a one bedroom apartment and an 814 sf studio/retail space. In July the applicant went before the Zoning Board of Adjustment and received four variances and a special exception for the project.

The curb cut on Route 124 will be for ingress only. The curb cut on Prescott Road will be used for both ingress and egress. Driveway permit applications have been submitted to both the State and the Town. There will be twelve parking spaces; three adjacent to the building and nine in a lower parking area. The studio/retail area, as noted on the plan, will be used for selling local products such as bakery, coffee, maple syrup, crafts, antiques and providing space for educational classes on crafts such as knitting, sewing, photography and the like. Food will not be prepared on site.

Selectmen's Representative MacIsaac raised a concern about the property having a drive-up at a future date. Some board members did feel the same concern stating that the site would not be able to support such an activity and if it was proposed the applicant would have to return to the board for approval before moving forward. Mr. Stenersen and Mr. David Somero stated that this is not their intent. They are proposing nothing more than what has been stated and noted on the plan.

When asked about the hours of operation Mr. David Somero proposed 6:00 a.m. to 10:00 p.m., Monday through Saturday. He does not anticipate having classes that late but in the event a class should run longer than expected he wants to be covered. As for exterior lighting, three site lights are proposed. There is also an existing street light near the entrance which is owned by the State.

**There being no further comments Chairman McKenzie closed the public hearing.**

2. PB 16-07 Greylock Properties, LLC (Cody Gordon) 250 North St., Map 237/Lot 55, Zone: Rural (without town water)

Site Plan Review – The applicant proposes the operation of a commercial landscaping business.

Presentation: Jed Paquin, Paquin Land Surveying

Appearances: Cody Gordon

Member Deschenes recused himself.

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Mr. Paquin distributed updated plans to the board and pointed out what has been added. It is all in relation to what was requested at the September 14, 2016 public hearing. The updates are mainly restricted to sheet two showing the adjustment of the snow storage area – it is now outside the wetland overlay district setback, the addition of note 16 recognizing the porta potty and the conditions, note 15 relates to the fill pile stating that processing cannot take place within the wetland overlay district and must be graded and stabilized. There is the addition of a pole barn located near the green house. The size stated on the plan is generic and when the building permit is actually pulled the barn will not be larger and most likely smaller.

Member Gordon asked if the covered equipment storage area would be where it is shown on the plan. Mr. Paquin explained that the storage area consists of two trailers with a make-shift roof on top of the trailers. The roof will be removed but the trailers will be relocated to be used as storage. Chairman McKenzie commented that they will not be located within the wetland overlay. Mr. Paquin agreed.

Referring to the area of the fill pile, Chairman McKenzie asked if the area would be used after it is reclaimed. Mr. Paquin replied that it would be used in a similar capacity as area 6 as long as it doesn't alter the surface configuration and it doesn't impact the wetlands in any way. There was question about whether or not the fill pile could be used in a similar fashion as area 6. There was no variance granted that stated this. Mr. Gordon agreed that they did not ask to do anything in this area once it is reclaimed and should he decide he wants to do something there he will go back to the ZBA seeking relief.

**There being no further questions Chairman McKenzie closed the public hearing.**

**DECISIONS**

1. PB 16-13 Jed Paquin, 46 & 58 Heath Rd. (properties of Morello & Chesney, Map 228/Lots 114 & 113, Zone: (Rural without town water)

Technical Sub-division – The applicant proposes a lot line adjustment.

On a motion by Devlin, seconded by MacIsaac the application proposing a boundary line adjustment between map 228 lots 114 and 113 was approved as presented and per testimony given. The plan submitted was prepared by Paquin Land Surveying PLLC and is on file with this office with a plan date of August 16, 2016 and stamped by Jedadiah A. Paquin, LLS. (6-0)

2. PB 16-14 Daniel and Donna Smith, 9 Webster St., Map 245 / Lot 6, Zone: General Business

Site Plan Review – The applicant proposes a hair salon.

On a motion by Gordon, seconded by Despres the site plan review application proposing a hair salon was approved as presented and per testimony given subject to the following condition. The amended plan submitted has a Received stamp date of September 6, 2016. It was originally prepared by Vorce, Soney and Associates, Inc. and is on file with this office with a plan date of September 3, 1985 and stamped by Al Vorce, LLS.

Condition:

1. Exterior lighting will conform to the Town's site plan regulation requirements.

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3. PB 16-11 Davis Village Properties, 443 Turnpike Rd., Map 256/Lot 2, Zone: (Rural without town water)

Site Plan Review – The applicant proposes a one-bedroom house with 314 sf retail/commercial studio space.

On a motion by MacIsaac, seconded by Despres the site plan review application proposing a one-bedroom house with 814 sf retail/commercial studio space was approved as presented and per testimony given subject to the following conditions. The Mixed Use Development Site Plan submitted was prepared by Higher Design, PLLC with a plan date of August 5, 2016 and stamped by Kirk L. Stenersen PE. The Existing Conditions Survey submitted was prepared by Paquin Land Surveying, PLLC with a plan date of January 29, 2016, revised on August 29, 2016 and stamped by Jedadiah A. Paquin, LLS. Both plans are on file with this office

Conditions:

1. Hours of operation will be 6:00 a.m. to 10:00 p.m., Monday through Saturday.
2. As presented and per testimony given.

Condition Precedent:

3. Obtain NH DOT and Town driveway permits.

4. PB 16-07 Greylock Properties, LLC (Cody Gordon) 250 North St., Map 237/Lot 55, Zone: Rural (without town water)

Site Plan Review – The applicant proposes the operation of a commercial landscaping business.

On a motion by MacIsaac, seconded by Despres the application proposing the operation of a commercial landscaping business was approved as presented and per testimony given consistent with the Zoning Board of Adjustment approval for case numbers ZBA 15-03, ZBA 16-08 and ZBA16-15 subject to the following condition. The plan submitted was prepared by Paquin Land Surveying and is on file with this office with a plan date of June 14, 2016, and a second revision date of October 10, 2016 and stamped by Jedadiah A. Paquin LLS. (6-0-1) Member Deschenes recused himself.

Condition subsequent:

1. The applicant will submit “as built” drawings within one year of the date of this approval to be reviewed at a Compliance Hearing.

**OTHER BUSINESS**

- Member McKenzie confirmed with Robert Sherman that he is still interested in joining the board. A letter will be sent to the Board of Selectmen requesting his appointment as an alternate member.
- Conservation Commission member Mr. Charlie Koch introduced himself and informed the board that members of the commission would be attending their meetings in the future.
- Reminder – a work session is planned for Tuesday, October 18 at 6:00 p.m. Discussion will be Land Use Plan edits.

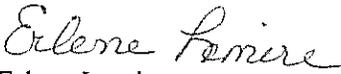
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- Chairman McKenzie stated that the CIP Committee is on the cusp of finalizing. There is a question that needs to go to the Select Board. Chairman McKenzie will reach out to the committee members and be added to the Selectmen's agenda.
- Master Plan vision – Planner Carr stated that she is still waiting for the draft. She will follow-up with Resilience Planning. Planner Carr stated that there is a tool in Survey Monkey that allows you to manipulate the data (ie: parking negative/positive, police negative/positive).
- The Selectmen are going to do a two question survey at the election. What do you like best about Jaffrey and what do you like least about Jaffrey. The use will be for next year when they look at objectives.

**ADJOURNMENT**

The meeting adjourned at 9:15 p.m.

Submitted:

  
Erlene Lemire  
Recording Secretary

Attest:

  
Laurel McKenzie  
Chairman, Jaffrey Planning Board