

WESTMORLAND PLANNING BOARD

July 20, 2020

Minutes

Call to Order, Seating Members

Present: Lauren Bressett, Alison Fissette, Bruce Smith, Jim Starkey, Tim Thompson

Selectmen's Representative Russ Austin,

Excused: Elaine Moore, Larry Siegel

Guest: Frank Riley, Kristen Riley

Chair Lauren Bressett called the meeting to order at 6:30 PM.

Review of Minutes

Motion: Tim Thompson moved to accept the minutes as presented, seconded by Jim Starkey. All approved.

Site Plan review for 1024 River Road:

Lauren Bressett proceeded to review the application for a site plan to hold outside weddings and other outdoor events at 1024 River Road. The board worked with the site plan review checklist to determine if complete for acceptance.

Section A OK Abutters supplied on a separate sheet

Section B OK Special exception was granted by Zoning.

Section C OK Existing lot of record with no boundary changes being made so boundary lines and bearings not required. Planned use would not impede existing right of way.

Section D OK All portable, temporary structures are removed after each event and would not affect natural features.

Section E OK No change to permanent structures.

Section F New north driveway permit included but location not specific on plat.

South driveway verbally approved by Road Agent – no documentation, location not specific on plat.

Board request documentation on location of two new driveways and permit or Road Agent note regarding south driveway.

Section G OK Emergency vehicles – further clarification about accessibility in north parking lot.

Signs total are less than 32 square feet.

Section H OK Temporary toilets will be used.

Section I OK Location is naturally screened from abutting residences.

Section J OK

Section K Clarification of status from Liquor Commission is needed.

Motion: Jim Starkey moved to accept the application as complete enough to proceed with the possibility of additional information requested, seconded by Tim Thompson. All approved.

Public Hearing:

Lauren opened the public hearing to review the site plan application for 1024 River Road. She noted that the board received an email in favor of the proposal from abutter Selena Gallen.

Frank Riley presented the proposal and reviewed the parking lots for the South – lot 1 and the North – lot 2.

The board reviewed the condition granted by the Zoning Board of Appeals.

Events will be held during May through October.

Provide off road parking for up to 100 vehicles. No parking signs on road.

Music will not be played after 10:00 PM.

The number of events will be limited to eight per month.

The board discussed issues with the width of the aisles and individual space size as well as walking from the North lot to the event location. Parking shown was based on 9' by 16' spaces with 12' aisles. Will the aisle allow for entrance into parallel parking space or will a small angle be required? Walking to the North parking lot will be along a path with solar indicators. Site plan should have details of parking spaces and traffic flow on the overall plan for permanent records and transfer to future property owners.

The three driveway locations are not detailed on the site plan. The new North driveway has a driveway permit and the Road Agent has given verbal approval for the house and south driveway. The house driveway is grandfathered. Line of site for South bound traffic was discussed, there is a hill but visibility is clear. Traffic traveling south on River Road will have notification from a sign indicating hidden north driveway.

The board was concerned with the issue of a liquor license or server permit. Frank will clarify with New Hampshire Liquor Commission.

Motion: Jim Starkey moved to continue the hearing to July 30, 2020 at 6:30 PM with three requests for additional information, seconded by Tim Thompson.

Parking details shown on site plan or attached plat.

Letter from New Hampshire Liquor Commissioner clarifying license requirements.

Detailed driveway locations and written acceptance from Road Agent

All approved.

Other Business:

Building Ordinance section 2:03 has confusion for permit requirements as it is in conflict with the listed schedule of permits.

Need to review ordinance work from previous meetings. All should review open item list for next meeting including, ADU's, gas stations, transferability definition, etc.

Planning Board Officer election:

Motion: Jim Starkey nominated Lauren Bressett for Chairperson and Bruce Smith for Vice Chairperson; Tim Thompson seconded.

All members voted to elect Lauren as Chairperson and Bruce as Vice-Chairperson.

Motion: Bruce Smith moved to adjourn the meeting, seconded by Alison Fissette,
All approved.
Meeting adjourned at 8:00 PM.

Bruce Smith, Recorder

**THESE ARE UNAPPROVED MINUTES TO BE APPROVED AT THE AUGUST 17,
2020 MEETING.**