

Town of Farmington
Planning Board Meeting Minutes
Tuesday, October 15, 2019

Board Members Present:

Charlie King, Chairman
Rick Pelkey, Vice Chairman
Bill Fisher, Secretary
TJ Place, Selectmen's Rep.
Bruce Bridges
Stephen Henry

Board Members Absent:

Felicia McCowan

Others Present:

Kyle Pimental, Interim Planner
Pete Cicolini
Sandra DiPrizio
Chris Glidden
Sheila Gray

BUSINESS BEFORE THE BOARD:

Call to Order:

Chairman King called the meeting to order at 6 p.m.

Pledge of Allegiance:

All present stood for the Pledge of Allegiance.

Review of Minutes:

October 1, 2019 – No errors or omissions

Motion: (Place, second Henry) to accept the minutes as written passed 6-0.

Any Other Business before the Board:

Cox Application Update – Interim Planner Kyle Pimental told the board that Mr. Cox had submitted a letter stating that he does not intend to change any of the engineered storm water designs he received and has decided not to return to the board with revised plans. He said they have a copy of those plans on file and he has met all of the conditions of approval in the Notice of Decision and Chairman King has already signed the site plans. He noted that at the end of his letter Mr. Cox stated that if he has any delays in construction he may come back to the board. Mr. Pimental said if Mr. Cox chooses to do that he will have to go through the process again but at this point he is ready to move forward.

Stone Pros Fabrication Update– Mr. Pimental said that Code Enforcement Officer Dennis Roseberry inspected the line striping for the parking spaces at the site that day which was the last item on his Notice of Decision so he is all set with his final site plan approval.

Mr. King then signed the site plans.

Preliminary Master Plan Survey Results – Mr. Pimental said the board was supposed to have a presentation from ADG (consultants for the Master Plan revision) this month but because the Town Administrator elected to move the survey back and close it on Oct. 15 they are still

gathering input and will return to the board in November. He said that ADG was supposed to supply some raw data that afternoon but it did not come in and he expects it to be provided to board at one of their November meetings. They are also planning to meet with the Selectmen he said.

Motion: (King, second Bridges) to recess the meeting passed 6-0 at 6:08 p.m.

Chairman King reconvened the meeting at 6:32 p.m.

PUBLIC HEARING – 6:30 P.M.

CONTINUED CASES:

Application for Site Plan Review by Stickles Enterprises, LLC (Tax Map R32, Lot 22-7): The applicant is seeking site plan approval for a contractor storage facility with accessory outdoor storage. The parcel is on Sarah Greenfield Way in the Sarah Greenfield Industrial Park and in the Industrial Business District.

Chairman King said the Planner received a written request from the applicant for a continuance of the hearing and suggested they continue it to their next regular meeting in November.

Motion: (King, second Henry) to continue the site plan review to November 19 passed 6-0.

NEW CASES:

Application for Minor Site Plan Review by Memphis Hair Studios (Tax Map U-5, Lot 210): The applicant is seeking an amendment to an existing site plan to convert a former retail store into a small beauty salon. The applicant received a variance from the Zoning Board of Adjustment at their September 12, 2019 meeting to permit a land use code not allowed. The parcel is in the Urban Residential District.

Chairman King asked if someone was presenting for the applicant and received no response.

Mr. Henry asked what property this is.

Mr. Fisher this is the little yellow house where the flower shop used to be located (11 Pleasant St.) and the applicant wants to move the beauty salon into the space where the flower shop used to be.

Chairman King said there was no applicant or representative present and made the following motion:

Motion: (King, second Henry) to table this until later in this meeting to give the applicant some time to show up passed 6-0.

Application for Minor Site Plan Review by MRC Properties (Tax Map R20, Lot 10): The applicant is seeking an amendment to an existing site plan for a change of use from a residential structure to office space to run staff operations for the Cardinal and Glidden Oil Company business. The applicant is submitting a waiver request form to forego portions of Section 18 of the site plan regulations to show hand drawn plans on an existing engineered site plan. The parcel is in the Commercial Business District.

Chris Glidden, representing MRC Properties and Sheila Gray came forward to discuss their plan. Mr. Glidden said that since the application was submitted they hired Norway Plains to do the site plan and did not submit hand drawn plans and would not need a waiver.

He said they are requesting a use change from residential to commercial to run the company's office on the highway (359 NH Route 11) for better exposure and a better use of the property than a residence in a commercial business area.

Mr. Glidden said the building would make a great office space for them and that the company has been at its present location on Crowley Street for about 50 years.

Mr. Bridges asked if they planned to close their Crowley Street location.

Mr. Glidden said they would not be closing the present site and would use it as a warehouse and just move the office facility to the new site.

Mr. King asked if he received a copy of the Planner's memo regarding his application.

Mr. Glidden said he did not receive a copy of the memo prior to the meeting. He was given a copy and then read through the Planner's comments and recommendations.

Mr. King said the Planner's first comment for discussion by the board concerned the 100 year floodplain and that the Planner wanted to make them aware of the location of the floodplain (which is different from the 2005 FEMA maps due to the proposed 2020 update) and that they may want to consider purchasing flood insurance.

Chairman King said the Planner's second comment states that the parcel boundaries on the plan prepared by Norway Plains differ from those in the Town's tax map database. He asked if the new survey has been recorded at the Registry of Deeds.

Mr. Glidden said the survey has not yet been recorded.

Mr. King said when the survey gets recorded the Town will have to update the tax map as the survey is the plan of record not the tax map.

He then turned to the Planner's recommendations to be addressed by the applicant in the next section of his memo. The Planner stated that the proposed ADA ramp falls within the 50 ft. front setback and he was concerned that it may block access for the Fire Dept.

Mr. King said the proposed ramp would come out no further than the handicapped parking space adjacent to it and it doesn't stick out any more than a vehicle would parked in that area.

Mr. Glidden said there is an existing light pole there so people are less likely to trip over it and the distances are all equal and there is plenty of access around it.

Mr. Fisher suggested that Mr. Glidden give the plan to the Fire Chief and show him what they want to do and that he didn't think there would be a problem with it.

Mr. King said the handicapped access to the building would be an improvement to the site.

Mr. Glidden said they have customers who come to the office to pay their bills that use walkers or need assistance so they plan to install the ramp instead of having them try to walk up stairs.

Mr. Bridges suggested they may be looking at the striped area in the paved parking area as part of the walkway but the walkway doesn't come out into the parking lot. The striped off

pavement is a no parking zone and is not part of the walkway he said.

Mr. Bridges said the application states there will be a total of 11 parking spaces but there are only 10 spaces shown on the plan.

Mr. Glidden said the spaces depicted behind the building are lines drawn in the gravel and there is room to add more spaces if needed. He said they planned to leave the front spaces for customer parking and the employees will park in back of the building.

Mr. Henry asked if they planned to park their trucks at this site.

Mr. Glidden said they would not be parking trucks there and that they have a facility next to Rite Aid where the trucks are parked.

Mr. King said another concern brought up in the Planner's memo is the issue of additional impervious surfaces for the parking area in close proximity to the Cocheco River. The Planner wrote that the applicant should show drainage solutions for the parking area and how he plans to capture and treat storm water on site. The Planner's last note was to include the location for snow storage on the final plan he said.

Chairman King asked if Mr. Glidden had any discussions with Norway Plains regarding storm water drainage.

Mr. Glidden said he hasn't had time to have much discussion with them other than to change the use to commercial and provide a preliminary sketch of parking lot.

Mr. King asked if they planned to pave the back area now or at some future point.

Mr. Glidden said he did not plan to pave the back area and planned to leave it as gravel. The checkered area on the plan is the currently existing tar (to be removed) which wouldn't affect the apron onto the highway. He said he wouldn't do any paving until he got approval from the Dept. of Transportation (NH DOT) so he probably wouldn't be able to pave until next year.

Mr. King asked for the long and short term plans for the back area of the lot.

Mr. Glidden said right now it would be to come in with their vans and park there. He said he would like to put a garage back there but that is not contingent on buying the property. It was previously approved for a large structure so I know that Norway Plains has the engineering for that idea. If that was to fail I would still want this property for my office he said.

Mr. Pelkey said if Norway Plains has a site plan for that it would include the storm water treatment and everything else required on a plan.

Mr. Glidden said they have that engineering and his preliminary purpose was just these sketches. He said the garage would not be used to house the oil trucks but would house the service vehicles, furnaces and boilers to be delivered to customers and a conference/education area for employees.

Chairman King said the plan as proposed would allow parking for 12 vehicles on site.

Mr. Glidden said there would be parking for 11 vehicles for the purpose that he is using it for now.

Mr. King said he was "on the bubble" regarding the Planner's recommendation and where it is

an existing site he would be okay without it at this point. But anything past that with additional construction or pavement he would want them to do a partial or full drainage study to make sure that any additional runoff is captured and treated before it goes into the river he said. Mr. Glidden said he is already planning on doing that and getting the rest of the engineering from Norway Plains.

Mr. Fisher said Norway Plains may already have the drainage engineering as this was an issue when a previous applicant wanted to put a storage facility there.

Mr. Glidden said they did tell him they have all the engineering he would need for the site but that would be a separate future discussion.

Chairman King then polled the board regarding the Planner's concern about the drainage.

Mr. Pelkey said this is not a major expansion and this is an existing site and he would be okay with it without having to see all of that information.

Mr. Fisher said there is plenty of land at the rear of the lot and he thought it will absorb any water runoff even with putting in this new paved area. I don't see it bothering the Cocheco at all he said.

Mr. Place, Mr. Henry and Mr. Bridges agreed with Mr. King.

Chairman King asked if any of the members had any concerns about the application being complete.

Motion: (Fisher, second Bridges) to accept the application as complete passed 6-0.

Chairman King then opened the hearing to the public for questions or comments at 6:48 p.m. Abutter Pete Cicolini said he thought that it is great that the applicants are doing this and bringing more commercial business into the area.

Mr. Glidden said this should be a good move for the town in getting more business there. He said it is not just for the office but there is extra room there for the future.

There were no more questions or comments for the applicant.

Chairman King closed the public comment portion of the hearing at 6:50 p.m.

Motion: (Pelkey, second Henry) to accept the application as submitted with the condition that they add the snow storage area to the drawing;

Friendly amendment: (by Mr. King) that they follow the Planner's recommendation that the Fire Dept. is consulted regarding the placement and construction of the handicapped access to make sure it does not impede any fire protection in the 50 foot setback;

Mr. Pelkey and Mr. Henry accepted the friendly amendment to the motion.

Discussion: Mr. King said if Mr. Glidden plans to have any additional construction at the site he would want to have the drainage fully evaluated.

Mr. Glidden said he planned to do that if he is going to build or do anything else there and this is mostly for a change of use at the site.

Mr. King said it isn't really a change of use so he was not ready to require all of this engineering work there. What's going to be happening there may have a little more impact but it won't be a

significant change he said.

Vote: The motion passed 6-0.

Mr. King noted that the applicant for case tabled earlier in the meeting still had not arrived and asked the board if they wished to take a 5 minute recess to give the applicant a little more time or to try to contact her.

Recess: Motion: (Pelkey, second Place) to take a 5 minute recess passed 6-0 at 6:52 p.m.

Chairman King reconvened the meeting at 6:57 p.m.

Minor Site Plan Review for Memphis Hair Studios:

Applicant Sandra DiPrizio arrived at the meeting and told the board she is part owner of the building and has run a business in Farmington for 53 years with 22 of those years at the current location on Pleasant Street.

She said on the other side of the building there was once a florist shop and they are looking to move the beauty shop to the florist's former location as it is a smaller space and the salon will be run by only one hairdresser. Then we ran into this "big deal" for moving over from one side of the building to the other side of the building she said.

There were no initial questions from the board members.

Chairman King opened the hearing to the public at 7 p.m.

Motion: (Pelkey, second Henry) to accept the application as substantially complete passed 6-0.

Chairman King asked if there were any questions on the application.

He said because of the permitted uses at the site the applicant had to go before the Zoning Board to get a variance and then was "forced" to come before the Planning Board.

Ms. DiPrizio said this is approx. \$700 later and she was disturbed at having to pay this amount after having a business in town for 52 years and 22 years in one spot. It was \$315 for this meeting (Planning Board) and \$372 for the ZBA she said.

Mr. King said a portion of those fees are for the public notice requirements. He said at the top of the site plan review application form there is a rough itemized bill.

Mr. Pelkey noted that the board members did not see any of this money and that they work for free.

Ms. DiPrizio said she worked for several months to come up with the \$700 to pay the fees.

Chairman King then returned to the staff memo and said the Planner had some thoughts about this application. He asked Ms. DiPrizio if she received a copy of the Planner's memo prior to this meeting.

Ms. DiPrizio said she did not receive a copy of the memo.

Mr. King read that the Planner commented that this property is identified in the Hazard Mitigation Plan within the dam inundation zone for the levee. If the levee were to fail it's likely this building would be negatively impacted. He wrote that it is not within the 100 year floodplain therefore it is not subject to the Town's floodplain regulations and does not require flood insurance but the owner may want to consider purchasing a low risk flood insurance

policy.

He said the Planner did not have any issues that needed to be addressed by the applicant.

There were no questions or concerns raised by the board.

Motion: (Henry, second Bridges) to approve the application passed 6-0.

Chairman King closed the public portion of the hearing at 7:05 p.m.

Ms. DiPrizio asked if the contractors could now get whatever permits are needed to begin work.

Mr. King said there were no conditions put on the approval and there should be no issues with getting the required permits.

Ms. DiPrizio then apologized for being late to the meeting and explained that she thought Planning Board meeting began at 7 p.m. similar to the ZBA meetings that start at 7 p.m. She said there was no mention of the meeting time in the paperwork she received.

Members suggested the applicants be informed of the meeting times by the Planning Office.

Fall Clean-up -Mr. Fisher reminded the townspeople that the Conservation Commission is hosting a town cleanup on Sunday, Oct. 20 from noon to 4 p.m. and they are meeting at the Public Safety Building. We have gloves, vests and water and after the cleanup is done there will be pizza for the participants. There have been a lot of comments about people dumping trash in town so please come help us clean up our town he said.

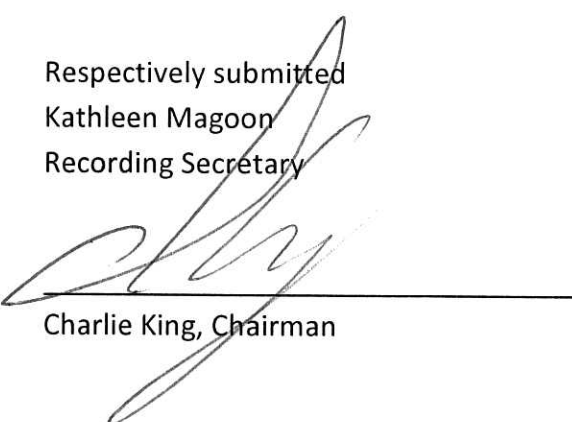
Mr. Bridges asked where the cleanup would be conducted.

Mr. Fisher said that it would be mostly on the main roads but that would be determined when they see how many volunteers come out to help. He thanked whoever has been picking up trash along River Road.

Adjournment:

Motion: (Place, second Bridges) to adjourn the meeting passed 6-0 at 7:10 p.m.

Respectively submitted
Kathleen Magoon
Recording Secretary



Charlie King, Chairman