



PLANNING BOARD
TOWN OF EAST KINGSTON
New Hampshire

2010-2011
David F. Sullivan, Chairman
Ron Morales, Vice Chairman

MINUTES
Regular Meeting 16 September 2010
7:05 pm

AGENDA:

- ◆ **Call to Order**
- ◆ **Approval** August 19 minutes
- ◆ **Continued Public Hearing** for Paul Masone, 213 Haverhill Road (MBL 11-2-17) regarding a change of use for a tenant (Randy and Beverly Cofske) in the light industrial park (EKPB#04-OB),
- ◆ **Public Hearing** for Deborah Kiesel, 4 Ashlie Road, MBL 11-02-29, regarding a Home Occupation for financial services.
- ◆ **Board Business**

CALL TO ORDER: The regular meeting of the East Kingston Planning Board was called to order at 7:05 pm.

ROLL CALL: Mrs. White called the roll.

Members: Mr. D Sullivan, Mr. R. Morales, Dr. RA Marston, and Mr. E Warren. There was no Ex-Officio in attendance.

Alternates: Mr. P. Gilligan. Mr. J. Cacciatore and Mr. R. Forrest were not in attendance.

Advisors: RPC Planner Ms. Julie LaBranche and Building Inspector Ray Donald

Also in Attendance: Randy and Beverly Cofske - applicants; Deborah Kiesel - applicant; Dennis Quintal - representative from Civil Construction, and East Kingston resident Gary Hinz.

Dr. Marston requested a moment of silence to acknowledge the passing of Mr. Richard Smith, who had been on the Planning Board for 35 year, most of that time as the Chairman, and long-time resident Joe Conti who had been Building Inspector for 19 years. Both had been founding members of the Fire Association and instrumental in the building of the original Fire Station . They will be sorely missed.

Mr. Donald noted that if there was any question in regard to the lack of participation by the Fire Department at Mr. Smith's service, the Fire Department was following the request of the family for things to be kept low-key.

Board Business

August 19 Minutes

The first item on the agenda was to approve the minutes.

MOTION: Mr. Morales **MOVED** to approve the August 19 minutes as written. Dr. Marston seconded. The motion passed unanimously.

Continued Public Hearing for Paul Masone, 213 Haverhill Road (MBL 11-2-17) regarding a change of use for a tenant (Randy and Beverly Cofske) in the light industrial park (EKPB#04-OB),

Mr. Sullivan opened the Public Hearing.

Mr. Cofske had explained how he wanted to conduct his proposed business to the Board at the last meeting, and had since supplied the Board with drawings showing the elevations of the property, where his proposed vehicle storage area would be, the location of the two fire ponds and where the river was in conjunction to the proposed site. The vehicle storage area could conceivably hold 100 vehicles within the area, but Mr. Cofske noted then there would not be room for people to walk around and inspect the cars; he was requesting approval for 84 cars total, inside the building and in the parking area.

A berm/buffer between the site and the wetlands was debated. Mr. Quintal noted that if there was a fuel or storage tank to be concerned with, a berm/buffer might be necessary. After discussion it was determined that if there were to be any sort of groundwater flow, which was not anticipated, it would flow towards the lower fire pond which would be better than any monitoring well they might consider. Mr. Cofske reiterated that the vehicles he would receive would be tight and there would be nothing to leak. The Board decided the berm/buffer was not necessary. The Conservation Commission cleans up the area a couple of times a year and the Fire Department checks the fire pond on a regular basis, so either of them could report any change in the condition of the fire pond. In answer to a question from the last meeting, Mr. Quintal noted that the river was approximately 800' from the proposed storage site.

Mr. Morales asked if the area was staked out; Mr. Cofske answered it was not. Mr. Quintal noted it could be flagged or marked with spray paint. Mr. Quintal declared that the proposed storage area was in the same place where lumber used to be stored for the lumber yard, which is a dry section of the property 6-8 feet above the wetlands.

It was ascertained that Mr. Cofske would not pave the area, but would put down pea gravel to keep the area from getting too muddy for prospective buyers to walk around and look at the cars. Mr. Cofske planned on a 6-foot security fence with a security system as the site was fairly remote.

After some conversation, Mr. Cofske noted that he might need to continue painting cars for a short amount of time until this new part of the business took effect, and opted to keep that portion of the approval from the last appearance before the Board. Mr. Cofske is still in the process of obtaining all the necessary licensing from the State.

Several members of the Board and the Building Inspector had previously looked at the site and had no further questions or concerns, and a determination was made that a formal site walk of the entire Board would not be necessary. Mr. Quintal stated that the proposed storage area was in the same place where lumber used to be stored for the lumber yard, which is a dry section of the property 6-8 feet above the wetlands.

There being no more questions from the Board, Mr. Sullivan opened the floor to abutters. There being no abutters present, he closed the floor.

Mr. Morales reviewed the previous conditions of approval with the Board. It was determined that the obtaining of a hazardous waste permit was not applicable. Although Mr. Cofske does not intend on working past 6pm, the hours of operation were adjusted to 6am-8pm Monday-Sunday in keeping with the hours of the park. And the amount of cars he would be allowed to have was changed from 14 to 84. The finalized conditions of approval are listed below.

Conditions of approval include:

1. Agree to bi-annual inspections from the Fire Department
2. Keep to the approved hours of 6:00 am to 8:00 pm, Sunday - Saturday.
3. Only have up to 84 cars on the premises, inside and outside.
4. Appropriately dispose of all spare parts and not stockpile debris.
5. Meet all State and Federal regulations pertaining to the Clean Air Act.
6. Locate the dumpster to the right side of the building.
7. Obtain final approval from the Building Inspector and the Fire Chief.

Mr. Sullivan asked for a motion.

MOTION: Mr. Warren **MOVED** to approve the change of use for Randy and Beverly Cofske at the Light Industrial Park, 213 Haverhill Road (MBL 11-02-17) for the operation of auto repair/auto body work/vehicle refurbishment with the 7 conditions listed above. Dr. Marston seconded. The motion passed unanimously.

Mr. & Mrs. Cofske thanked the Board for their time.

Mr. Sullivan closed the public hearing.

Public Hearing for Deborah Kiesel, 4 Ashlie Road, MBL 11-02-29, regarding a Home Occupation for financial services.

Mrs. Kiesel had spoken to the Board at their meeting last month regarding the type of home occupation she would like to operate, which was for tax preparation and bookkeeping, and had submitted a completed application with pictures for the Board's review. The amount of space she proposed utilizing for her home occupation (704 sf) was well-within the allowable square footage for a 5,632 sf home.

She explained she would be the only employee, and there would be no special deliveries or vehicles. Her clients would make appointments to see her. Hours were discussed and she determined she would like to be approved for 8:00 am to 9:00 pm year-round. She wanted to have a sign, which would qualify her as a regular home occupation with a yearly fee of \$50.

There being no questions from the Board, Mr. Sullivan opened the floor to abutters. There being no abutters present, he closed the floor.

The Board asked Mrs. White to review the stipulations which would be on the letter of recommendation to the Selectmen.

1. All standards listed under Article XVI, Paragraph C. - Home Occupation Standards.
2. Hours of operation shall be 8:00 am - 9:00 pm Monday - Sunday.
3. Allowed sign will abide by the stipulations for signs for home occupations.
4. Any change in the nature of the business, its scope, or number of employees shall be reviewed by the Planning Board for approval by the Board of Selectmen.
5. All outstanding or future fees and charges due the Town and administrative costs incurred by the Town will be fully discharged.

Mr. Sullivan asked for a motion.

MOTION: Mr. Warren **MOVED** to send a letter of recommendation with the above stipulations for Mrs. Kiesel's home occupation for financial services to the Selectmen. Dr. Marston seconded. The motion passed unanimously.

Mrs. Kiesel thanked the Board for their time.

Mrs. White supplied Mrs. Kiesel with the specification she would need to adhere to for the sign she intended on having. She also informed Mrs. Kiesel she would receive a copy of the letter of recommendation, and the Selectmen's Office would call her and let her know if she had been approved. The next Selectmen's Meeting would be on Monday, September 20th.

Mr. Sullivan closed the public hearing.

Board Business

CIP - Mrs. White reported she had received 2 responses for the CIP; one from the Cemetery Committee and one from the Library Committee.

Mr. Ford's Fence- Mrs. White had sent a letter to Mr. Ford again asking him the status of the fence around his storage units. His daughter had called and reported Mr. Ford had been in the hospital for 4 months and there was no change in status for the fence. This item is tabled until September of 2011. Mrs. White passed around a card for the Board to send.

Mr. Smith - Mr. Sullivan asked Mrs. White to obtain a card to send to the Smith Family. She will send right away as they did not want to wait until the next meeting.

Tenant Application - Mrs. White submitted corrections to the Tenant Application for the Board to review. She re-titled the form to read **Change/Expansion of Use**. The Board reviewed the changed form and gave approval for the change. Mrs. White will change the form and provide copies to Mr. Masone.

Carmen's - Mrs. White asked if the Board wanted her to contact Carmen's and request they send a copy of the liquor license for the file. Mr. Warren noted they had not received it as of yet; the Fire Department had just sent a new copy of the completed the permit of assembly to the State. Mrs. White will wait for them to send the copy.

October 21 Meeting

The annual review of the Growth Ordinance will be on the agenda.

ADJOURNMENT

MOTION: Dr. Marston **MOVED** the Planning Board adjourn. Mr. Morales seconded. The motion passed unanimously.

Mr. Sullivan closed the meeting at 8:04 pm.

Respectfully submitted,

Barbara White

Barbara A. White
Recording Secretary

David F. Sullivan
Chairman

Minutes approved October 21, 2010