



PLANNING BOARD
TOWN OF EAST KINGSTON
New Hampshire

2012-2013
Ed Warren,, *Chairman*
Dr. Robert Marston, *Vice Chairman*

MINUTES
Regular Meeting 21 March 2013
7:00 pm

AGENDA:

- ◆ **Call to Order**
- ◆ **Public Hearing** for Site Plan Review for Timothy Gramolini, 2 Maple Avenue, Newton to operate a custom meat market, dba Gramolini's Meat Market, at 14 Powwow River Road, MBL 10-03-09.
- ◆ **Public Hearing** for Site Plan Review for Mark & Carrie Allin, dba Rare Drive, to operate as a retail vehicle dealer at 10 North Road, MBL 14-03-06.
- ◆ **Public Hearing** for Site Plan Review for Randall Sckall, dba Studio Sckall, to operate a web design business at 14 Powwow River Road, MBL 10-03-09.
- ◆ **Continued Public Hearing** for Site Plan Review for Erin Kearney, 24 Powwow River Road, to operate a private preschool, dba KidLogic at 14 Powwow River Road, MBL 10-03-09.

CALL TO ORDER: This meeting of the East Kingston Planning Board was called to order at 7:00 pm.

ROLL CALL: Mrs. White called the roll.

Members Present: Chairman E. Warren, Vice Chairman Dr. R. Marston, Mr. J. Cacciatore, Mr. J. Bath and Ex-officio Mr. R. Morales.

Advisors present: East Kingston Building Inspector John Moreau, Assistant Building Inspector Tom Welch, and Rockingham Planning Commission (RPC) Senior Planner Ms. J. LaBranche.

Others Present: Timothy and Suzanne Gramolini - applicants; Mark and Carrie Allin - applicants; Erin Kearney - applicant; Mr. Brad Jamieson - owner of 14 Powwow River Road. Mr. Sckall was not in attendance. East Kingston residents Ikie Davis and David Sullivan.

Board Business

Minutes

Mr. Warren asked for a motion on the January and February minutes.

MOTION: Mr. Bath **MOVED** to approve the January & February minutes; Mr. Cacciatore seconded. The motion passed, with Mr. Morales abstaining.

Welcome

Mr. Warren welcomed Mr. Morales as the new Ex-officio to the Planning Board, having just been elected as a Selectman. Mr. Warren noted his expertise would be appreciated as he had previously been a Selectman and a member of the Planning Board.

Election of Officers

Chairman Warren explained that although he had enjoyed acting as the Planning Board Chairman and had learned much during his tenure, outside obligations were taking up much of his time thereby not allowing him to devote the necessary attention to the position; therefore he would be unable to continued as a member of the Planning Board. He thanked the members for the opportunity to serve the Town.

Mr. Warren's recommendation for new officers was Mr. Cacciatore as Chairman and Dr. Marston as Vice Chair.

MOTION: Mr. Bath **MOVED** to nominate Mr. Cacciatore as Chairman and Dr. Marston as Vice Chairman; Mr. Morales seconded. The motion was unanimous.

Congratulations to the new officers, who will conduct next month's meeting.

Mr. Bath thanked Mr. Warren for his leadership during his tenure; the Board concurred.

New Member Interest

Mr. Warren noted the Planning Board had received two letters of interest for membership from Mr. David Sullivan and Mr. Ikie Davis, Jr., who were interested in becoming members and serving the Town. Mr. Sullivan is a long-time resident and has previously been a member of the Planning Board, and Mr. Davis has been a resident for two years and wants to become involved in East Kingston volunteer services.

Mr. Warren's recommendation is to send a letter to the Selectmen asking them to appoint Mr. Sullivan and Mr. Davis to the Planning Board.

MOTION: Mr. Bath **MOVED** to send a letter to the Selectmen asking them to appoint Mr. Sullivan and Mr. Davis to the Planning Board; Mr. Morales seconded. The motion was unanimous.

Mr. Warren welcomed Mr. Sullivan and Mr. Davis to the Board and thanked them for stepping up.

Mrs. White explained the Planning Board would send a letter of recommendation to the Selectmen for approval. Appointments would be drawn up and they would be contacted to come into the Selectmen's Office and sign their appointments.

Public Hearing for Site Plan Review for Timothy Gramolini, 2 Maple Avenue, Newton to operate a custom meat market, dba Gramolini's Meat Market, at 14 Powwow River Road, MBL 10-03-09.

Mr. Warren opened this public hearing and invited Mr. Gramolini to the front to present his intentions to the Board.

Mr. Gramolini explained he had been a meat cutter for 31 years and decided he wanted to work for himself. He lives in Newton and wants to work closer to home. He would like to amend the requested hours of operation on his application to 8:00 am to 8:00 pm, Monday through Sunday. His intent is to have a specialty meat market where customers can request items to order; he enjoys taking care of people. He would have marinated meats as well as freshly-cut.

Mr. Warren asked how he would handle waste and refuse. Mr. Gramolini noted he would have a shed in the rear of the shop with barrels for meat waste which would be picked up on a weekly basis (or more often depending on the amount) by a rendering company. No meat waste would be going into the dumpster; he would strictly use that for cardboard and paper. Mr. Gramolini is registered with the state and they will be doing a walk-through next week.

Ms. LaBranche asked how close his shed in the rear would be to the pre-school; Mr. Gramolini noted it would be a minimum of 30 ft and a maximum of 70 ft, depending on which side he locates it.

Ms. LaBranche asked about cleaning his tools. Mr. Gramolini noted nothing would be prepared there. He has a hand wash sink, a 3-bay sink, and a mop sink in the bathroom. There are floor drains and the case drains into a special floor drain which will be cleaned on a weekly basis

Mr. Morales asked where he would get his meat from. Mr. Gramolini would be utilizing Sam's in Seabrook and using their case program which is Angus meat. Mr. Morales asked if he had considered buying locally; Mr. Gramolini noted he would do some research on that but wanted to keep the costs down and pass that savings on to his customers. Ms. LaBranche suggested Mr. Gramolini might want to get in touch with the people at the farmer's market in Exeter for a local distributor as at this time of year as their product was mostly meat products.

Mr. Warren asked how he would advertise. Mr. Gramolini was intending on getting his truck lettered and noted that he also does off-site catering, which would serve as advertising. He would also have a sign on Mr. Jamieson's marquee.

Mr. Warren opened the floor to abutters; there being none, he closed the floor to abutters.

Conditions for this business are as follows:

- Applicant will need to come before the Planning Board for a public hearing each time there is a change in approved conditions.
- Permitted hours of operation will be Monday through Sunday from 8:00 am to 8:00 pm.
- All meat waste will be stored in a shed at the rear of the business to be collected by a rendering company weekly and not placed in the common dumpster.
- An Occupancy Permit will need to be authorized by the Fire Department and the Building Inspector prior to occupying the space.
- All state licenses necessary will be obtained.
- All outstanding or future fees and charges due the Town and administrative costs incurred by the Town will be fully discharged.

There being no further discussion, he asked for a MOTION.

MOTION: Mr. Cacciatore **MOVED** to approve the application for Mr. Gramolini to operate a meat market dba Gramolini's Meat Market at 24 Powwow River Road; Mr. Bath seconded. The vote was unanimous.

Mr. Warren closed the public hearing. Mr. Gramolini thanked the Board for their time.

Public Hearing for Site Plan Review for Mark & Carrie Allin, dba Rare Drive, to operate as a retail vehicle dealer at 10 North Road, MBL 14-03-06.

Mr. Warren opened this public hearing and invited Mr. & Mrs. Allin to the front to present explain their application to the Board.

The Allins presently restore classic cars at their 10 North Road location, with a portion of those cars sold during restoration. From time to time, cars in the restoration process are sold mid-project. Other times, they are asked to find specific cars and then asked to do the restoration work. In compliance with NH laws, they are presently allowed to sell five cars per year without a dealer's license. They would like the ability to sell more than the five cars if the opportunity came up.

All paperwork would be done internally, consisting mostly of title transfers, and would be an almost invisible transaction. They are not open to the public and do not in any way intend on having a used car lot with cars outside for sale. This would strictly be for cars being restored and changing ownership.

Mr. Warren had researched procedures in their previous location and found that there had never been any problems. The only time cars are seen is when they are moving in and out of trailers. There were no issues or eyesores at the previous location, and there have been none at their present location.

Mr. Warren suggested since the Allins are zoned for the present business, the Board could choose to amend the existing Notice of Decision to include a dealer's license for the retail sale of automobiles.

Mr. Warren opened the floor to abutters; there being none, he closed the floor to abutters.

Amended conditions for this business are as follows, with numbers 2 & 3 being added to the existing Notice of Decision:

1. Approved hours are 7:00 am to 9:00 pm, Monday through Sunday.
2. Retail sales of automobiles are permitted and will be handled internally, consisting mainly of title transfers. There will be no cars for sale parked outside constituting a used car lot.
3. All necessary state licenses will be obtained.
4. The East Kingston Fire Department shall conduct an annual fire inspection of the premises
5. Applicant will need to come before the Planning Board for any changes to these approved conditions.
6. All outstanding or future fees and charges due the Town and administrative costs incurred by the Town will be fully discharged.

There being no further discussion, he asked for a MOTION.

MOTION: Mr. Cacciatore **MOVED** to approve the application for Mr. & Mrs. Allin and to amend the existing Notice of Decision to include the retail sales of automobiles at their 10 North Road location ; Mr. Morales seconded. The vote was unanimous.

Mr. Warren closed the public hearing. Mr. & Mrs. Allin thanked the Board for their time.

Public Hearing for Site Plan Review for Randall Skaal, dba Studio Skaal, to operate a web design business at 14 Powwow River Road, MBL 10-03-09.

Mr. Warren opened the public hearing; Mr. Skaal was not in attendance. The Board reviewed the application and found no issues with how Mr. Skaal wanted to conduct his graphic, communication and web design business at the 14 Powwow River Road location.

Mr. Skaal had amended his application to ask to be able to work 24 hours a day, 7 days a week, 365 days a year. The Board concurred it was not reasonable for them to approve those hours, but did approve hours of 7:00 am to 7:00 pm Monday through Sunday.

Mr. Warren asked Mr. Jamieson how Mr. Skaal's waste was handled; Mr. Jamieson stated it would go into the common dumpster. and would consist only of paper.

Mr. Warren opened the floor to abutters; there being none, he closed the floor to abutters.

Conditions for this business are as follows:

- Applicant will need to come before the Planning Board for a public hearing each time there is a change in approved conditions.
- Permitted hours of operation will be Monday through Sunday from 7:00 am to 7:00 pm.
- An Occupancy Permit will need to be authorized by the Fire Department and the Building Inspector prior to occupying the space.
- All outstanding or future fees and charges due the Town and administrative costs incurred by the Town will be fully discharged.

There being no further discussion, Mr. Warren asked for a MOTION.

MOTION: Mr. Bath **MOVED** to approve the amended application for Mr. Skaal to operate a graphic, communication and web design business at 14 Powwow River Road; Mr. Cacciatore seconded. The vote was unanimous.

Mr. Warren closed the public hearing.

Continued Public Hearing for Site Plan Review for Erin Kearney, 24 Powwow River Road, Kingston, NH to operate a private preschool at 14 Powwow River Road, MBL 10-03-09.

Mr. Warren opened this public hearing and invited Ms. Kearney to come to the front. As suggested by Ms. LaBranche, she has provided to the Board a plan of what her pre-school procedures will be including the maximum number of children and the maximum number of employees for the business, the number of dedicated parking spaces/parking arrangements, ADA access to/from and inside the facility, activities/use of the outside space at the rear of the building, and procedure for providing any food on the premises (snacks, lunch etc.).

Ms. Kearney also provided a drawing showing where the outdoor fenced in play area for the children will be located and is presentably working with a playground inspector for direction. Her drawing shows the traffic flow around the building, indicating pick-up and drop off of children at the rear of the building. Mr. Jamieson noted that traffic pattern will be one-way; signs will be posted indicating the traffic direction.

Mr. Warren inquired about Ms. Kearney's statement regarding the dumpster and being shielded from sight on Powwow River Road; where would it be located? Mr. Jamieson stated there would be one common dumpster for the site, and not multiple dumpsters.

Mr. Morales inquired about her statement on lighting; Ms. Kearney noted she was speaking to the site lighting currently in place and there was no additional lighting planned.

Ms. LaBranche asked what the surface of the play area would consist of. Ms. Kearney stated there were approximately 6 different choices. She was working with the State on that, and will coordinate with the playground inspector to chose a recommended surface.

Ms. LaBranche asked how snow removal will be handled at her rear entrance. Ms. Kearney noted she would take care of snow removal at the rear entrance and the play area; Brad would take care of site snow removal.

Ms. LaBranche asked what her proposed opening date was; Ms. Kearney stated she is anticipating May or June.

Mr. Warren asked if the Board or Ms. LaBranche had any questions. Ms. LaBranche is concerned about the water and septic usage and how children are counted in the usage. She is concerned the system could reach maximum usage before the complex is fully rented. As Mr. Jamieson will be coming to the Board next

month for his amended site plan, he will have a pre-hearing meeting with the Building Inspector, the Ex-Officio and the RPC Planner to ensure everything is included on the plan submitted.

Mr. Warren opened the floor to abutters; there being none, he closed the floor to abutters.

Conditions for this business are as follows:

- Applicant will need to come before the Planning Board for a public hearing each time there is a change in approved conditions.
- Permitted hours of operation will be Monday - Friday from 7:00 am - 6:00 pm.
- All fire, life safety, building and state requirements for the preschool shall be met.
- All state licenses necessary will be obtained.
- An Occupancy Permit will need to be authorized by the Fire Department and the Building Inspector prior to occupying the space.
- All outstanding or future fees and charges due the Town and administrative costs incurred by the Town will be fully discharged.

There being no further discussion, Mr. Warren asked for a MOTION.

MOTION: Mr. Cacciatore **MOVED** to conditionally approve the site plan for KidLogic with all fire, life safety, building and State requirements for the preschool to be met. Mr. Morales seconded the motion. The vote was unanimous.

Ms. Kearney thanked the Board.

Board Business

Planning and Zoning Conference

Mrs. White reported the 19th Annual Spring Planning and Zoning Conference will be on May 11. Members can go to the website and view the agenda (they are now paperless), and also Mrs. White will provide a copy to the members so applications can be batched for submission. The Town will pay any fees associated with this training.

Ms. LaBranche noted this was an excellent opportunity for new planning Board members to learn. Sessions review Planning and Zoning law, process and procedures, and site plan reading classes to name a few. Mr. Warren found the role playing informative when he attended.

Informational Library

Mrs. White has received the following publications:

- "Protecting Water Resources and Managing Stormwater" from NROC
- The Rockingham County Conservation District Annual report for 2012

Anyone interested may borrow the information to review and return to Mrs. White when finished.

Wetland Study Area Walk

Ms. LaBranche handled out a leaflet describing a tour of the Pheasant Run Wetlands Area to be conducted by Wetland Scientist Patrick Seekamp and herself on May 4 from 10 am to noon. This is an informational

walk pointing out the various plant and animal life and learning about wetlands ecology. Light snacks and beverages will be provided; please wear appropriate clothing. Mrs. White will post one at the Town Offices.

Diana Whitmore

Mrs. White noted Mrs. Whitmore had contacted her regarding what she would need to do to change the number of dogs she is allowed to board. She presently has an approved dog boarding home occupation for 5 dogs. She explained she has changed how she operates and now keeps all the dogs inside; the kennels are only used for emergencies.

The Board noted she would need to submit an application and go through the public hearing process to amend her original decision. Mrs. White informed Mrs. Whitmore the deadline for the April meeting is March 26th; the deadline for the May meeting is April 23rd.

The Board decided a site walk was appropriate to enable them to make a determination at a public hearing. Board members will schedule with Mrs. Whitmore to talk a site walk, preferably a few Board members at a time. This will need to be completed by Board members before the public hearing.

Membership

Ms. LaBranche handed out a membership brochure she created and displayed at Town Meeting. The Board is still in need of alternate members and there are 5 openings. Mrs. White will post one at the Town Offices.

Brad Jamieson

Ms. LaBranche noted Mr. Jamieson will need to submit a formal application for revision to his site plan and it will need to be complete before the Planning Board can take jurisdiction. Mr. Jamieson noted the Board had waived the fee.

Mr. Jamieson has a stormwater management plan and a revised septic plan with him tonight to give to the Board. His representative Mr. Dennis Quintal will be presenting to the Board next month. Mr. Jamieson gave the plans to Mrs. White. Mr. Jamieson stated he working with Jennifer Mates from the DES and is in the process of changing to a public water supply and will be monitoring usage at the site.

Ms. LaBranche noted the stormwater portion of the plan is beyond her scope of expertise and that portion would need to be reviewed by the Town Engineer. Although the public hearing fee is waived, the fee associated with review by the Town Engineer would be borne by the applicant.

Ms. LaBranche, Mr. Morales, Mr. Moreau and Mr. Jamieson will review the submitted plan next week to determine if it is complete and if Mr. Jamieson will need to go to the Zoning Board.

ADJOURNMENT

MOTION: Dr. Marston **MOVED** the Planning Board adjourn, Mr. Morales seconded.

Mr. Warren closed the meeting at 8:55 pm. The next Planning Board meeting will be on April 21.

Respectfully submitted,

Barbara White

Barbara A. White
Planning Board Secretary

Ed Warren
Chairman

Minutes approved April 21, 2013