



PLANNING BOARD
TOWN OF EAST KINGSTON
NEW HAMPSHIRE

2006-2007:
James Roby Day, Jr., Chairman
Catherine Ellen Belcher, Vice Chairman

MINUTES
(Regular Meeting of 20 July 2006)

AGENDA:

- 7:00PM - **Board Business**
7:15PM - **Public Hearing** for Paul Masone, 213 Haverhill Road (MBL 11-2-17) regarding a prospective tenant of the light industrial park (EKPB#04-OB)
7:45PM - **Public Hearing** for Jeffrey & Susan Marston (MBL 16-4-1) and Industrial Tower and Wireless, LLC regarding a site plan proposal to build a communications tower (EKPB#06-OC)
8:30PM - **Discussion** with Gregory Sancioff regarding site plan review application requirements for grandfathered properties.
8:45PM - **Discussion** with Kathy & Fred Ford regarding site plan review application requirements for properties in the Commercial District.
9:00PM - **Continued Board Business**
9:30PM - **Adjournment**

CALL TO ORDER: Chairman Day called the regular meeting of the East Kingston Planning Board to order at 7:00PM.

ROLL CALL: Chairman Day called the roll.

Members present – Vice-Chairman CE Belcher, Chairman JR Day, Dr. RA Marston, DVM,
Mr. RF Morales, ex-officio, and Mr. RA Smith, Sr.
Alternate members present – Mr. EA Lloyd, Jr.
Advisors present – Jill Robinson, PhD, Senior Planner, Rockingham Planning Commission (RPC)
Mr. LK Smith, Chairman, East Kingston Conservation Commission Chairman (CC)
Mr. RR Donald, East Kingston Building Inspector
Mr. A Conti, East Kingston Fire Captain

Voting members – Mr. Day noted the entire Board was present.

BOARD BUSINESS:

Minutes. Mr. Day distributed the working meeting minutes and the non-public session meeting minutes of 13 June 06, the regular Public Hearing meeting minutes of 15 June 06, and the 10 July 06 working meeting minutes to the Board members for their approval.

MOTION: Mr. Morales **MOVED** the Planning Board accept the working meeting minutes of 13 June 06 as presented. Mrs. Belcher seconded, and the motion carried unanimously

MOTION: Mr. Morales **MOVED** the Planning Board accept the non-public minutes of 13 June 06 as presented. Mrs. Belcher seconded, and the motion carried unanimously

MOTION: Mrs. Belcher **MOVED** the Planning Board accept the 15 June 06 minutes as presented. Mr. Morales seconded, and the motion carried unanimously.

The Board will review the 10 July 06 working meeting minutes at the 03 August 06 work session.

NH OEP Query. Mr. Day inquired of Mrs. Belcher if she had heard from the OEP regarding a question related to the authority of the ZBA to hear appeals, and she replied that she had not.

Zoning Board of Adjustment (ZBA) meeting of 18 June 06. Mr. Day asked Mrs. Belcher to report to the Board the results of the ZBA meeting on 18 July 06 in the case of *Industrial Tower*, since she is a sitting member of the Board. She reported that the ZBA had conducted its meeting to consider if there was a clear demonstration that the Board was in error in their original decision or if there was enough new evidence to conduct a rehearing on the matter. After much deliberation, the ZBA agreed the original decision to grant Industrial Tower & Communication a Use Variance stood, and Chairman Daly informed the petitioner that she had 30 days in which the appeal the Board's decision.

Joint Meeting with the Conservation Commission 10 July 06. Mr. Day reported that at the start of the work session of 10 July 06, the Board had met in joint session with the Conservation Commission. He then asked Mr. LK Smith for the Conservation Commission's perspective on the discussions. Mr. Smith indicated that it had been a good meeting. Mr. Smith asked Dr. Robinson (RPC) if there would be sample ordinances for conservation provisions when the natural resource overlay maps became available to the town.

Dr. Robinson replied yes; that there were two sections to the plan. The first section would deal with the identification of the areas and the second section was the implementations strategy, which would deal with voluntary measures such as buying land, etc. and regulatory measures. She stated that one major ordinance was an overlay based on the mapping, and there would also be tools available in the appendix.

Mr. Smith asked if the overlays and ordinance language would be available in September and Dr. Robinson stated they would. She noted that she had written the ordinance and if Mr. Smith or any of the Board members wanted to preview the information, they could do so on the RPC website.

Mr. Day stated that in his opinion, much of the information Dr. Robinson had would answer the questions that the Conservation Committee is concerned about.

Capital Improvement Program (CIP). Mr. Day reported that he had revised the CIP memo to reflect the comments from the last meeting and had changed the time to start at 7:30 pm. The Board accepted the new version and it would be sent out on Monday. After much discussion about a meeting date, Thursday, August 3rd at the Town Hall was chosen. Dr. Robinson asked if she should attend. Mr. Day stated that the Board was going to "pick the brains" of the department heads and update Tables 9 and 10, and that she would be more than welcome to attend if she wished.

Zoning Ordinance Books. Mr. Day had inquired about a questionable ordinance article to Town Counsel, and his advice was not to include it in the new published book. Mr. Day observed that there was a stack of unsold books at the Town office, and suggested that an update sheet showing the minimal changes from Town Meeting 2006 be included with each book, rather than republishing at a cost of over \$829. Next year when there would be substantial changes, a new version could be published. The Board agreed.

Mr. Day stated that Roxanne Rimes, the Administrative Assistant at the RPC, would be incorporating the changes into their master computer the file and e-mailing him a copy. He offered to send the version to the Board members and the secretary.

Mr. Day's Working Letter. Mr. Day asked the Board if they saw anything they did not agree with in the letter. He reported that the one thing the Board was obligated to complete was to wrap up the Targeted Block Grant (TBG) from last year with a tabulation of the housing types in East Kingston. Mr. Day had some ideas on how that could be done. Once that has been accomplished, the RPC could include the information in their report.

Municipal Law Lecture Series. Mr. Day referred the Board to the flier on the Municipal Law Lecture series. He reported that he would be attending the *Road Access and the Municipal Planning Process* lecture on November 1 at the Town Hall in Newington and asked anyone else who was interested in attending to inform him. He also reminded the Board that the price was \$25 for one lecture and \$45 if they attended all three lectures. Mr. Morales informed Mr. Day that the last time he had signed up for all three lectures, the Red Sox had won the World Series so maybe he should do so this year.

Subdivision Regulation change recommendation. As the meeting was running late already, Mr. Day suggested t he Board review the matter later.

August Agenda. Mr. Day stated that the August agenda was fairly straightforward, noted that Mrs. Belcher would be Chairing this meeting.

PUBLIC HEARING FOR PAUL R. MASONE, 213 HAVERHILL ROAD, (MBL 11-2-17), AND A PROSPECTIVE TENANT OF THE LIGHT INDUSTRIAL PARK (EKPB#04-OB).

Mr. Day opened the public hearing.

Mr. Dennis George Quintal to present in Mr. Masone's absence. Mr. Quintal introduced Rodger Burke as the prospective tenant. Mr. Burke stated he had worked for years with his father in the truck repair business (Burke's Truck Repair in Brentwood) and now his father was selling the business. Mr. Burke lives in East Kingston and would like to open a business close to where he lives. He would like to operate his business in Building #2 in the light industrial park repairing bucket trucks, wheelchair vans, etc. The building measures 40x60. Mr. Burke would have his business hours 6AM-6PM, 6 days a week.

Mr. Day asked Mr. Burke to describe the nature of his work in detail. Mr. Burke explained that he did handicapped van repairs with wheelchair lifts; there would be hydraulic repairs on the lifts and a small amount of welding. He also worked on bucket trucks and did repairs on the hydraulics for those as well, and there could be occasional painting. They would have a contract with Serv-Pro for recycling of waste materials which would be manifested. Mr. Burke explained it was a small operation and he would work with one other person, his brother, and there could be up to six vehicles at a time inside the building.

Mrs. Belcher asked who the previous tenant had been and Mr. Burke answered that he thought it was a firm called "One Shot".

Mr. Day asked what types of hazardous materials would be involved, and Mr. Burke answered that it would be hydraulic fluids and thinners. Mr. Burke stated that nothing would be outside of the building and all the vehicles he would be working on would be inside.

Mr. Conti stated that the Fire Department would require up-to-date Materials Safety Data Sheets (MSDS) on all the hazardous materials used. He also stated that he was familiar with the current business on Route 125 in Brentwood. He stated that it was clean and neat. Mr. Day stated that it would be imperative for the Fire Department to conduct fire inspections on a periodic basis.

Mrs. Belcher asked Mr. Conti about what type of fire suppression system should be in place and he answered that metal drums would be sufficient. Mrs. Belcher asked Mr. Conti if there was a specific outline as to what fire suppression systems would be necessary. Mr. Conti replied he was sure it was covered under commercial requirements. Mr. Burke stated that fluids would be stored in approved drums, all combustibles would be stored in a non-flammable, fire-resistant cabinets and that he was aware of the fire and safety laws.

Mrs. Belcher asked Mr. Burke for an average number of repairs he might perform in a week and the size of the vehicles. Mr. Burke answered that he would like to have one repair a day and that the size could vary from a passenger car to a state plow truck. She also inquired about the types of deliveries he might expect, and Mr. Burke answered he might receive small parts deliveries.

Dr. Robinson asked Mr. Burke if all his work would be inside the building and he replied yes; that no work was performed outside the building. If someone was picking up a vehicle, it might be parked outside for a day or two waiting for pick-up. He stated that there was ample space for parking outside the building.

Mr. Smith asked if there were any abutter, and Mr. Day opened the floor to abutters. There being none, he closed the floor.

Mr. Day went over a list of expectations with Mr. Burke; 1) adherence to the hours of operation; 2) submission to periodic fire safety inspection; and 3) all fees and expenses in conjunction with the application to be paid.

Mrs. Belcher asked Mr. Conti if the MSDS sheets were kept at the fire department so they would be informed of what chemicals were in the building and he stated that they could keep a copy of the sheets at the firehouse. Mrs. Belcher stated to Mr. Day that she would like to see that item included on the list of conditions for tenancy. Mr. Day agreed to include that item.

Mr. Day entertained a motion for conditional approval to grant tenancy.

MOTION: Mrs. Belcher **MOVED** that the Board waive the full site plan review requirements for this application and that they approve the proposed tenancy for Rodger Burke Truck and Equipment Service, to be located in the light industrial park owned by Paul Masone (EKP#04-OB), conditional to the submission of MSDS sheets to the Fire Department, periodic Fire Department inspections, that the hours of operation of 6:00AM to 6:00PM, Monday through Saturday be adhered to, and that all bills regarding this proposal be paid. Dr. Marston seconded, and the motion carried unanimously.

Mr. Burke thanked the Board. Mr. Day closed the public hearing.

OTHER BOARD BUSINESS

Building Addition in the Light Industrial Park. For Mr. Masone: Mr. Quintal inquired of the Board if Mr. Masone would need a full site plan to add a 50X60 foot storage space to an existing building in the industrial park which would be within the property's building set-backs, or if it would be possible to just present his plan to either the Planning Board or the Building Inspector. Mr. Day stated that Mr. Masone would need a site plan but that the Board had the authority to waive any of the requirements if justification was shown. He suggested that Mr. Masone submit a note to the Board explaining what he would like to do and what he would like to bring to the Board so they could make a decision. In any case, a public hearing would be necessary with abutter notification. Mr. Quintal thanked the Board for their time.

PUBLIC HEARING FOR JEFFREY & SUSAN MARSTON, 38 GILES ROAD (MBL 16-4-1), AND INDUSTRIAL TOWER AND WIRELESS, LLC REGARDING A SITE PLAN PROPOSAL TO BUILD A COMMUNICATIONS TOWER (EKP#06-OC)

Mr. Day opened the public hearing.

Attending on behalf of the applicant was Mr. John Champ, Site Acquisition Specialist; Mr. Donald Cody, Director of Operations for *Industrial Communications* (parent company of *Industrial Tower*); and Mr. Barry Hobbins, Counsel on behalf of the co-applicant, *Cingular Wireless*.

Mr. Day summarized for the Board what had happened with this proposal to date. The applicant had come before the Planning Board and was denied because the request was contrary to the ordinance. The applicant went before the Zoning Board of Adjustment to request a variance and a use variance was granted. That variance was appealed by an abutter, and a meeting was held at which the ZBA

determined that their decision was not incorrect and rendered a decision not to hold a rehearing. There is now a 30-day appeal period, which will condition any decision of the Planning Board, but does not mean that the hearing process cannot go forward.

Mr. Day stated the Board has the materials previously submitted by the applicant and asked Mr. Champ if any information had changed. Mr. Champ stated that there were no changes to the presented plan. Mr. Day informed Mr. Champ that the Board would need full-sized plans for any final approval and Mr. Champ agreed to provide them at the next hearing.

Mr. Day stated that the Conservation Commission had some questions and gave the floor to Mr. LK Smith, Chairman of the Conservation Commission. Mr. Smith stated that on Sheet A1 (topography) of the submitted plans, there was no scale indicated. Mr. Day informed Mr. Champ that the scale would need to be included on the final plan set. Mr. Smith also asked if the elevations were true or assumed. Mr. Champ stated that the scale was true and that 215 was an accurate figure since the tower was not located directly at the top of the hill. Mr. Smith asked if there was a flat spot where the proposed tower location was, and Mr. Cody answered that it was on the ridgeline.

Mr. Day asked what type of erosion control measures would be taken, and Mr. Cody answered that sill fencing and staked hay bales would be used. Mr. Smith asked how erosion control would be managed on the access road itself. Mr. Day interjected that it was a pre-existing dirt road. Mr. Cody stated that they would gravel the road and top it with processed stone that would pack down and stay in place. Mr. Day pointed out that a note indicating such would need to be included on the final plan set, and would be a condition of approval.

Mr. Day asked Mr. Champ to describe what the proposed improvements would be to the road. Mr. Champ explained that the road would be 12-foot wide gravel road within the 25-foot easement, and stated that wording would be included on the plan to that effect. Mr. Morales suggested that the gravel size and depth be defined also, and Mrs. Belcher agreed.

Mr. Day noted that Dr. Marston would be stepping down from the Board for this public hearing. He is an abutter, and Mr. Lloyd would be voting as a sitting member of the Board in his stead.

Mr. Day told Mr. Champ that a note describing the Use Variance granted by the ZBA would need to be included on the plan and that all notes would need to be on pages that the Board chose to record.

Mr. Day asked Mr. Conti if the Fire Department had any questions in regard to periodic inspections of the site, and asked what the procedure was for the monopole located in the light industrial park. Mr. Conti replied that the Fire Department usually performed a site review to familiarize themselves with the layout and structures involved. Mr. Cody stated that they would install a lock box so the Fire Department would have access.

Mr. Conti asked if space on the monopole would be designated for future communications for public safety and Mr. Cody replied that they would make space at no cost to the town. Mr. Day asked for that statement to be included in a note on the final plan set.

Mrs. Belcher asked if there was a map that showed the lines of abutting properties around the proposed monopole area that would indicate the distance from the pole to the property lines and to the existing houses. After some discussion about where the property lines were, Mr. Day stated that *Industrial Tower* would need insert an additional page (A3) with an extended view so abutters properties would be shown; identifying the abutters with MBL numbers and names, and indicating distances from the pole to existing dwellings on that page.

Mr. Day inquired about a balloon test for the tower. Mr. Cody stated that one had already been conducted when they first looked at the site for historical research purposes for the New Hampshire Historical Society and stated that they will need to conduct an extensive archeological survey of the area before construction of the tower can proceed. Mr. Day stated that it would be prudent to conduct another balloon test and after discussion, July 27 at 5:00PM was decided upon, with the caravan to start at Mr. Marston's driveway at 38 Giles Road. Mr. Day informed all those present that the public was invited to attend.

Mrs. Belcher stated that at the first meeting, there had been a gentleman who indicated an airstrip was nearby. Mr. Cody said that the local airstrip would be made aware that the tower was there so there would be no problems. He stated that it was the pole you *did not* know about that could present problems, and he stated that the FAA required any structure over 200 foot tall to have a beacon. Mr. Cody stated that the tower would not be built until the FAA approved it, and Mr. Day stated he was comfortable with the requirements of the FAA.

Mrs. Belcher inquired about landscaping around the equipment compound and the possibility of spraying poisons for weed control. Mr. Cody replied that there would be no architectural landscaping and no spraying of poisons, but that a landscaping crew would come periodically and cut back the growth around the compound. The compound would be covered in 3/4 " stone to retard weed growth as much as possible.

Mr. Day asked about the size of the shelters themselves in the compound, and Mr. Hobbins stated that since each carrier had different technology, there could be different sized shelters. There was debate in reference to a discrepancy in the number of shelters listed versus the number of structures shown on the plan. After discussion, it was concluded that a note indicating the maximum proposed size

(including height) and number of shelters should be included on plan page E4. It was noted that the Planning Board would need to be approached if any changes were proposed to the approved plan in the future.

Mr. Conti inquired what the maximum load of the tower was to be, and Mr. Cody explained that the maximum number of carriers on the pole was five. Mr. Morales asked about fire suppression requirements and Mr. Conti stated that the only requirement would be access to the site.

Mrs. Belcher inquired about increased run-off and asked if the erosion control measures could be depicted on the plan. Mr. Champ stated that *Industrial Tower* referred to it as an "erosion barrier", and it consisted of silt fencing and hay bales. Mr. Day suggested a plan page showing erosion control measures and Mr. Cody stated that the erosion control methods would be shown on the plans.

Dr. Robinson stated that the silt fencing and hay bales were to be used during construction, and asked that methods would be utilized as post-construction techniques. She suggested she would be satisfied with a note from the Engineer stating that the drainage would not be altered significantly on the slope. Dr. Robinson also suggested that a plan page showing pre- and post-drainage conditions would suffice. Mr. Cody offered they could overlay that information onto the topography page. Mr. Day reminded the applicant that Jay Stephens, the Town Engineer, would need to review the plans, and provided his name and address to Mr. Champ so a copy could be sent to him.

Mrs. Belcher reminded the Board that bonding for removal of the tower and site recovery should be included in the conditions.

Mr. Conti asked about back-up power supply for the compound, and Mr. Cody stated that propane would be used for the generators.

Dr. Robinson reminded that Board that co-location needed to be a condition of approval, and that the Town Engineer would need to inspect the site as per site plan regulations.

Mr. Day asked Mr. Cody if they were leasing the property from the Marston's, and if there was any easement involved. Mr. Marston stated that it was a long-term lease with a right-of-way access to the property. Mr. Cody stated that they had obtained easements from the utility companies involved.

Dr. Robinson expressed her concern about terminology used and stated that according to the town's ordinance, Article XV.E.1. ... "telecommunications facilities shall not be considered as public utilities". Mrs. Robinson stated that if they were defined as such in the language, it might cause problems later on. Mr. Day explained that the Board did not consider telecommunications public utilities, but rather, a use of land. Mr. Day stated that the Board would check with Town Council on the language to be used.

Mr. Day asked what the length of the right-of-way was and how long the lease was for. Mr. Cody explained that the right-of-way ran with the lease, which was for 25 years, renewable in 5-year increments, and would continue even if the property was sold.

Mr. Smith asked if other Town officials such as the Building Inspector or Health Officer would have access to the site if necessary, and Mr. Morales explained that the Selectman would have access as well as the Fire Department.

There being no more questions from the Board, Mr. Day opened up the floor to abutters.

Mr. Tim Berry, 285 North Haverhill Road, Kensington. Mr. Berry stated that he appreciated the diligence of the Board and was pleased that they had asked for a plan showing the proximity of the tower to existing houses. He was concerned about his horse barn, and asked the Board to consider this structure as a dwelling, even though it was not, since it was imperative to his business and located in the center of the property. He offered to provide the Board with a plot plan showing the location of the buildings. His main concern was visual impact and lower property values. Mr. Berry asked for confirmation of the height of the tower and how far above the tree line it would be. Mr. Cody acknowledged that the tower was 180 feet tall, and that the approximate height above the tree line would be 120 feet. Mr. Berry stated he had engaged the services of a photographer and distributed copies of photos to the Board illustrating what the landscape view would be with and without the tower. Mr. Berry referred to the Town ordinance, which states the "*East Kingston is a town of farms and residences of rural nature*" and suggested that even though the Zoning Board of Adjustment had granted the variance, it was in contradiction to the ordinance itself.

Mr. Edward Smith, 51 Giles Road, East Kingston. Mr. Smith was concerned about the fact that as an abutter, he had been notified, but others in the neighborhood had not been. It was his opinion that since there would be visual impact on the neighborhood, everyone should have been notified. Mr. Day stated that all the abutters had been duly notified, and Mr. Morales stated that the Notice of Hearing had been published in the *Exeter NewsLetter*, and posted at the Town Offices and the Post Office, and that it was up to the citizens themselves to be informed.

Mr. Smith asked if a real estate appraisal on property values had been done. Mr. Champ answered that a site-specific appraisal had not been conducted, but a generic appraisal had been submitted and showed that there were no ill effects on property values. He stated that the ZBA had referred to this generic appraisal when they rendered their decision. Mr. Day stated that that was one of the questions that the ZBA had to look at as one of the conditions for satisfying the five requirements for a land use variance. Mr. Cody interjected that a number of citizens had attended the first Planning Board meeting and were satisfied with the presentation, including the Police Chief Reid Simpson. He stated that the tower was for the public good, and brought value to the quality of life for the citizens.

Ms. Monique Waldron, 285 North Haverhill Road, Kensington. Ms. Waldron had three points to state; 1) she wanted to inform the Board that Chief Simpson had not been satisfied at the last meeting; 2) she agreed with Mr. Smith that the neighbors should have been informed since it affected them as well; and 3) that the property value issue was the main problem. She doubted that someone would pay the same price for a piece of property with and without the tower being visible. She had looked into obtaining a before-and-after appraisal and had been informed that there was no such thing. Ms. Waldron was also concerned in regards an improved piece of property she owned (in Kensington) closer to the tower location and the effect the tower would have on that specific property value.

Mr. Day closed the floor to abutters.

Mr. Day announced that this hearing would need to be continued. He reminded the Board that the meeting for the balloon test was Thursday, 27 July at 5:00PM at 38 Giles Road. Mr. Day informed Mr. Champ he would need to have an updated, full-sized plan set for the August hearing.

Mr. Day entertained a motion to take jurisdiction.

MOTION: Mrs. Belcher **MOVED** the Board to invoke jurisdiction on the application to construct a 180-foot monopole tower on 36 Giles Road in East Kingston by *Industrial Tower and Wireless, LLC*, property owners Jeffrey and Susan Marston. Mr. Lloyd seconded, and the motion passed unanimously.

Mr. Day entertained a motion to continue the hearing.

MOTION: Mr. Morales **MOVED** to continue the Jeffrey and Susan Marston communication tower site plan (EKP#06-OC) public hearing until August 17, 2006 at 7:30PM. Mr. Smith seconded, and the motion passed unanimously.

Mr. Day closed the public hearing.

DISCUSSION WITH GREGORY SANCOFF REGARDING SITE PLAN REVIEW APPLICATION REQUIREMENTS FOR GRANDFATHERED PROPERTIES.

Mr. Day stated that Mr. Sancoff had obtained a favorable decision from the Selectman on the question of a grandfathered use of his property for a commercial automobile business at 120 North Road. Mr. Sancoff was before the Board at the present time looking for direction on what the Board needed from him for the next step. Mr. Day stated that, because of the change in tenancy and improvements to the site, the Board would need a site plan review. Mr. Sancoff asked that the Board consider waiving the need for the survey, elevations and all the detailed engineering documentation requested by site plan review. He recognized the fact that this information was normally required for a newly built structure or modifications added to an existing structure. Mr. Sancoff stated that all changes had been made within the original envelope of the existing building. Mr. Sancoff proposed that he submit a written description of the uses of the building and the uses of the rooms within the building to the Board.

Mr. Morales stated that since a building permit had not been necessary for the updates to the inside of the building, it would be an exercise in futility to conduct a site plan review at the present time. Mr. Day stated that in all fairness to everyone, the Planning Board should have required a site plan upon the change in ownership when there were improvements to the property, and that the Building Inspector should asked for such a review. Mr. Donald stated that he had thought about it, and felt that it would not be necessary since the footprint of the building was not changed, and that the use had been grandfathered by the Selectmen.

Mrs. Belcher suggested that Mr. Sancoff get everything on the record; that he should have a site plan and that it would not need to be the full-scale site plan he was concerned about. She stated that the land use question had been a protracted one, and this would serve to protect Mr. Sancoff and the use of the property. He could get on record with the layout and area of the building, the type of chemicals to be used, the hours of operation, etc.

Mr. Day asked if there were any drawings of the building other than the tax record that was on file in the town office, and Mr. Sancoff stated he had none. Mrs. Belcher stated she thought an engineer could draw up a simple drawing showing the dimensions of the building, the accesses and egresses, storage areas, and what the elevation of the building was without a survey for a reasonable price.

Mr. Smith stated that the use had been grandfathered and Mr. Morales stated that since the use had not changed, he was not sure that the Board needed to require a drawing at all. Mrs. Belcher stated that there was no drawing on file, and Mr. Day stated that drawings for commercial properties were necessary. Mrs. Belcher stated that the request was for Mr. Sancoff's protection since the Planning Board was not always going to be comprised of the same members, so if an issue came up years down the line, this information would confirm the grandfathered use by having a good record on file. Mrs. Belcher directed Mr. Sancoff to remember the items which were asked of the prospective tenant in the light industrial park and to know that similar responses could be required of him in regards to fire safety, chemicals, etc.

Mr. Sancoff thanked the Board for their time.

DISCUSSION WITH KATHY & FRED FORD REGARDING SITE PLAN REVIEW APPLICATION REQUIREMENTS FOR PROPERTIES IN THE COMMERCIAL DISTRICT

Mr. Ford asked if the site plan review requirements could be waived since there was to be no actual building on the site; an area would be leveled with a gravel base and pre-made storage units would be placed on the gravel, inside a fenced area. Mr. Day explained that the Board would need documentation depicting what they were proposing. Mr. Ford stated that he had filled out the application and paid the fees, and Mr. Day explained that the fees were application fees and the abutters would be notified when the actual hearing took place; and that this evening's discussion was just informal. Mrs. Belcher and Mr. Day explained the entire process required with a site plan application. Mr. Day informed the Fords that the information required would need to be received by July 27th to order to be included at the August hearing agenda. Dr. Robinson reminded the applicant that if the information were received later than July 27th, they would be placed on the September hearing agenda.

Mr. Ford showed the Board a picture of the proposed units to be used and stated he would employ Mr. Dennis Quintal to draw up a plan for the Board to review. Mr. Morales suggested that the Fords purchase an ordinance and regulation book from the Town so they would know what all the requirements for a site plan were.

Mr. and Mrs. Ford thanked the Board for their time.

CONTINUED BOARD BUSINESS

Subdivision regulation change proposal. Mr. Day stated that the Board would review the Subdivision Regulation Section VII.R. change proposal from the Fire Department at the August 3rd work meeting.

Capital Improvements Program (CIP). Mr. Day stated that the CIP would be reviewed at the August 3rd work meeting, presumably with Department Heads in attendance.

Glenn Tebo. Mr. Day stated that Mr. Tebo would like to come before the Board to discuss this interpretation of living space for elderly housing at the August 3rd work meeting.

Tricklin' Falls. Mr. Donald reported that he had spoken to the NHDOT in regards to the *No Parking* signs on the Route 107 at the Tricklin' Falls Dam. The DOT told him it would take a letter from the East Kingston Selectmen requesting removal of the *No Parking* signs for the signs to be removed. The Board discussed the matter, and suggested that the request be for the signs on the falls side of the road to be removed. Mr. Morales asked that the Road Agent give his opinion on what side of the road from which he would recommend the signs be removed from before the Selectmen wrote such a letter.

ADJOURNMENT:

MOTION: Dr. Marston **MOVED** the Planning Board adjourn. Mr. Morales seconded, and the motion carried unanimously at 9:45PM.

Respectfully submitted,

Barbara A. White
Recording Secretary

James R. Day, Jr.
Chairman