



PLANNING BOARD
TOWN OF EAST KINGSTON
New Hampshire

2018-2019
Joe Cacciatore, *Chairman*
Dr. Robert Marston, *Vice Chairman*

MINUTES
Regular Meeting November 15, 2018
7:00 pm

AGENDA:

- ◆ Call to Order

Board Business.

- Public Hearing of the Growth Management Ordinance/Elderly Housing Ordinance
- Review of revised home occupation application and ordinances changes
- Update re: landscaping and signs at Jalisco
- Update re: 213 Haverhill Road

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

Members Present: Chairman Joe Cacciatore, Vice Chairman Dr. Robert Marston, Josh Bath, Bill Caswell, Tim Allen, Ron Morales.

Advisors Present: RPC Senior Planner Julie LaBranche, East Kingston Building Inspector John Moreau, East Kingston Assistant Building Inspector Tom Welch, and Mr. Dennis Quintal PE.

There were no members of the public in attendance.

Minutes: Mr. Cacciatore asked for a **MOTION** to approve the October Minutes.

Mr. Bath **MOVED** to approve the October Minutes as presented; second by Mr. Morales with a unanimous vote.

Board Business

Public Hearing of the Growth Management Ordinance/Elderly Housing Ordinance

Mr. Cacciatore opened this public hearing.

Mrs. White noted she had updated the Housing Stock numbers for 2018 (there were no new homes built). Mr. Moreau noted there was one accessory apartment; Mrs. White will double check the figures and add to the list if necessary. Ms. LaBranche had provided the figures for Table 2 for the student population for 2018. The Board reviewed that the growth management formula was still in effect.

Mr. Cacciatore asked for a **MOTION** to approve the Growth Management Ordinance/Elderly Housing Ordinance update.

Mr. Bath **MOVED** to approve the Growth Management Ordinance/Elderly Housing Ordinance update. as presented with the addition of the accessory apartment if necessary; second by Dr. Marston with a unanimous vote.

Mr. Cacciatore closed this public hearing.

Review of revised home occupation application and ordinances changes

Home Occupation Ordinance

Ms. LaBranche had made several changes to the ordinance and went over the changes with the Board. During the discussion, more changes were discussed and finalized.

Ms. LaBranche noted if the Board had no additional changes, the revised ordinance could be placed on the December agenda as a public hearing. If there were additional changes in December, an extra meeting in January would need to be scheduled to meet the deadline for the ordinance change.

Mr. Cacciatore asked for a **MOTION** to approve the Home Occupation Ordinance updates and bring the revised ordinance forward for a public hearing in December.

Mr. Bath **MOVED** to approve the Home Occupation Ordinance updates and bring the revised ordinance forward for a public hearing in December; second by Mr. Caswell with a unanimous vote.

Home Occupation Application

Ms. LaBranche presented a revised application which incorporated new questions (mostly suggested by Mr. Caswell), which will provide more information to the Board in order to make better informed decisions on Home Occupations. The application was reviewed and additional changes were made. Ms. LaBranche will distribute a revised application form to the Board.

Grandfathered Nonconforming Use Questionnaire

The Board had realized they would need more information regarding the grandfathered uses in town in order to make suitable decisions in instances of transfer of properties and uses. Mr. Allen has compiled a new questionnaire which will be distributed to those existing grandfathered businesses in order to help the Board in establishing a baseline for future decisions. This will be a one-time questionnaire. The Board reviewed the questionnaire and made a few changes. Mr. Allen will update and distribute to the members.

They also recognized the need for a follow-up report on a yearly basis going forward, that is not so in-depth. Mr. Allen will put together that additional report form and distribute to the members.

The Board had some discussion regarding the instances under which a grandfathered use could expand.

Mr. Cacciatore asked for a **MOTION** to approve the revised home occupation application form and the Grandfathered Nonconforming Use Questionnaire with the changes discussed.

Mr. Bath **MOVED** to approve the revised home occupation application form and the Grandfathered Nonconforming Use Questionnaire with the changes discussed; second by Mr. Caswell with a unanimous vote.

The Board will review the additional report form at the December meeting.

Mr. Allen excused himself from the meeting at 8:15.

Discussion re: landscaping and signs at Jalisco

The landscaping review has not been conducted yet, and a site walk will be scheduled in the spring. It was noted that there were still more signs on the building than they had been approved for.

Update re: 213 Haverhill Road

Mr. Quintal reported Mr. Masone has asked him to prepare the Wetland Mitigation Plan and Permit Application to the State Wetlands Bureau; the Dredge and Fill application is in progress.

Mr. Masone has provided the Board with the name and contact phone number of the site contractor he hired. Mr. Mead will be in charge of clean-up at the site. Mr. Quintal noted there has been a lot of clean-up over the site

The following items have been addressed:

- Most of the fill on the SW corner has been excavated, but it is not complete yet.
- The logs on the left side of the building are gone
- The area to the left of the building for the pad has been cleaned up and is graded now.
- Most of the bridge paraphernalia is gone

Mr. Bath asked about the deadline the Board had indicated to Mr. Masone. Ms. LaBranche noted Mr. Masone had stated he could not make the deadline. Mr. Caswell reminded the Board Mr. Masone stated he would send the Board pictures; they have seen none yet.

There is still a question regarding the permits for the underground oil tanks. Mr. Masone has indicated he has permits for them, but has not presented copies to the Board. The Board will send him a letter.

Board members will drive through the site on their own to see the progress so far, and a site walk will be scheduled for the spring.

Mr. Bath noted he had driven through and he could see some progress has been made.

Home Occupation Question

Ms. White stated she had an inquiry about starting a catering business at a home the person was interested in purchasing. She asked if a purchase and sales agreement with contingency would be necessary for the Board to have a public hearing as the person did not own the property yet. Ms. LaBranche stated she would speak to the person and give them some direction.

Adjournment

Dr. Marston made a **MOTION** to adjourn. Mr. Morales seconded, with a unanimous vote.

Mr. Cacciatore closed the meeting at 8:45 pm.

The next Planning Board meeting will be on December 20.

Respectfully submitted,

Barbara White

Planning Board Secretary

Joseph Cacciatore

Chairman

Minutes approved December 20, 2018