

Town of Dublin



Planning Board Minutes

PO Box 277
Dublin, NH 03444
April 5, 2018

The Dublin Planning Board met for a regular meeting on April 5, 2018, at 7:02 PM in the Dublin Town Hall. Present were Chairman Bruce Simpson, Steve Baldwin, Caleb Niemela, Gregg Fletcher, Allen Hearn and selectmen's representative Dale Gabel. Alternate Neil Sanford was present. Bruce appointed Neil to take Bill Goodwin's place for tonight's meeting. Also attending was Howard Shafman.

Howard Shafman preliminary for Site Plan Review for property presently owned by Michael and Robin Clifford at 1541 Main Street, Map 8, Lot 24

Howard explained that the septic system will not support a coffee shop so he is applying for another variance to replace the restaurant with two more apartments in the first floor of the barn. He came to review the parking and lighting as requested by the Board. There are presently 15 parking spots and he would add 11 more. There would be 2 by the house and 9 on the other side of the parking lot. He presented plot plans with the parking and the location of lights. Caleb asked about the town's lighting regulations and Bruce explained that there are not to be more than what is necessary and they must be pointed down to not affect the neighbors. The parking spaces will be assigned to the apartments, each having two parking spots. He still would have a small ice cream shop. All traffic will come through the front entrance off Route 101. Bruce read the ordinance concerning lighting. The sign requirements were also discussed.

Bruce asked about the hours of the coffee shop. Mr Shafman replied it hadn't been determined but it wouldn't be late at night and the lights would not be on after business hours. Bruce felt he should come back after receiving the variance from the ZBA if there were any changes or conditions.

Dale moved to waive site plan review conditioned on the final decision of the ZBA not impacting the plan that was shown this evening. Steve seconded and the motion passed.

Public Hearing to change the rules of Procedure

At 7:44 PM Bruce opened the public hearing. The board reviewed the RSA 673:16 which gives the Planning Board the authority to hire and appoint whoever they want to work for the board. Bruce moved that we amend the rules of procedure to reflect that understanding. Steve seconded the motion and it passed unanimously with Neil recusing himself. Using the same wording as in the RSA. The Planning Board shall appoint the secretary as provided in RSA 673:16 "Each local land use board may appoint such employees as it deems necessary for its work who shall be subject to the same employment rules as other corresponding civil employees of the municipality."

Election of officers and appointment of the secretary

Bruce moved to appoint Neil Sandford as secretary. Seconded by Caleb. The motion passed. Steve moved to elect Bruce as chair. Seconded by Gregg. The motion passed unanimously. Caleb moved and Gregg seconded a motion to elect Steve Baldwin as vice chair. The motion passed.

Gregg moved that Neil be appointed as a alternate for a three year term. Seconded by Caleb. The motion passed with Neil recusing himself.

Dale raised the question about appointing another representative to the SWRPC. The discussion revolved around the present representative. Caleb is willing to be involved as the second person. The board recommends to the selectmen that they appoint Caleb Niemela to this liaison position.

Master Plan

SWRPC is reviewing the last two sections of the Master Plan and will send them back when finalized. Then the final forms will be sent to the secretary for posting on the website before final review by the board and a vote of acceptance.

Application for Lot lines for Hugh Eaton, 185 Old Troy Rd, Map 1, Lots 7, 7-C, Map 2, Lots 1, 1-B, 1-C.

The board reviewed the plot plan and discussed various aspects of the plan. The consensus that there is no regional impact and everything looks complete. The public hearing will be on May 3, 2018.

Dredge and Fill Permit from the State for changing a culvert on 101

The board reviewed briefly and determined there were no concerns.

Clarification of Accessory Living Units in the Dublin Ordinance

The board reviewed the letter from the code enforcement officer where he interprets the accessory living unit in the ordinance as one that does not having cooking facilities. The word "complete housekeeping" in the ordinance in the opinion of the board includes cooking facilities. The consensus of the board is that an accessory living unit includes cooking facilities.

Meeting Minutes for March 15, 2018

Steve point out an extra word "is" in the section on Tom Johnson. There were several other editorial changes in the section about Timber Homes such as an extra apostrophe and an incomplete sentence. Steve moved to approve the minutes as amended. Seconded by Bruce. The motion passed. Dale abstained.

At 8:40 PM Gregg moved and Steve seconded a motion to adjourn, and the motion passed.

Respectfully Submitted,

Neil R. Sandford
Secretary