

HOPKINTON PLANNING BOARD
MINUTES
May 10, 2011

Chairman Bruce Ellsworth opened the Hopkinton Planning Board meeting/hearing of Tuesday, May 10, 2011, beginning at 7:00 PM in Hopkinton Town Hall. Members present: Ex-Officio George Langwasser, Michael Wilkey, Celeste Hemingson, Bethann McCarthy and Edwin Taylor. Members absent: Vice Chairman Timothy Britain, Jane Bradstreet and Cettie Connolly.

I. Review of Minutes and Decision of April 12, 2011.

Mrs. Hemingson, seconded by Mr. Taylor, moved to approve the Minutes of April 12, 2011 as presented. With six members voting, six voted in favor (Taylor, McCarthy, Hemingson, Wilkey, Langwasser and Ellsworth).

Mrs. Hemingson, seconded by Mr. Taylor, moved to approve the Notice of Decision of April 12, 2011 as presented. With six members voting, six voted in favor (Taylor, McCarthy, Hemingson, Wilkey, Langwasser and Ellsworth).

II. Conceptual Consultation(s). There were no conceptual consultations.

III. Application(s).

#2011-3 Garrett Facteau Mr. Facteau addressed the Planning Board to present his application for Site Plan Review to establish a paddle sports shop as a home business that will focus on stand-up paddling and the sale of associated gear. The property is located at 512 Maple Street in the R-2 district, shown on Tax Map 227 as Lot 6.

Mr. Facteau stated that stand-up paddling is a sport that is rapidly growing in the northeast. It is mostly done inland and on flat water. At this time, the Planning Board was presented with a brochure of the various boards and gear available.

Chairman Ellsworth questioned whether there would be any changes to the property as a result of the business. Mr. Facteau replied no, explaining that there will be interior changes to the barn, dividing the retail space and personal storage areas. He then noted that a small four (4) square foot sign will be erected to advertise the business. The proposed hours of operation will be weekdays from 12 Noon to 8 PM and weekends from 9 AM to 8 PM.

Chairman Ellsworth inquired about the exterior lighting of the property. In response, Mr. Facteau advised the Board of the locations of existing residential pole lights and globe lights, noting that additional lighting is not necessary.

Mr. Wilkey inquired about employees during peak times. Mr. Facteau anticipated that at various times he may have someone working for him.

Mr. Facteau stated that he will be unable to offer rental equipment as his insurance company will not allow it due to concerns of liability. However, he hopes that sometime in the near future that will change.

Mr. Wilkey, seconded by Mr. Taylor, moved to accept the application as complete and for consideration. With six members voting, six voted in favor (Taylor, McCarthy, Hemingson, Wilkey, Langwasser and Ellsworth).

Mr. Taylor, seconded by Mrs. McCarthy, moved to approve the application as presented. With six members voting, six voted in favor (Taylor, McCarthy, Hemingson, Wilkey, Langwasser and Ellsworth).

IV. Public Hearing – Planning Board Fees.

Planning Board Fees. Chairman Ellsworth opened the public hearing concerning revised application fees for matters considered by the Planning Board, pursuant to NH RSA 676:4 (d). The fee schedule was available for viewing at the Town Hall and on the Town's website.

There being no public comments, the Planning Board unanimously agreed to revise the application fees as follows:

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| Major Subdivision | \$500.00 | Application Fee, \$100.00 per Lot/Unit |
| Minor Subdivision | \$250.00 | Application Fee, \$100.00 per Lot/Unit |
| Lot Line Adjustment/Annexation/Merger | \$100.00 | Application Fee |
| Voluntary Merger | \$50.00 | Application Fee |
| Site Plan Review | \$300.00 | Application Fee, \$100.00 per Unit (Res./Non-Res.) |
| Site Plan Review | \$150.00 | Change of Use |
| Conditional Use Permit | \$500.00 | Application Fee (Wireless Telecommunications) |
| Conditional Use Permit | \$150.00 | Application Fee (Co-Location) |
| Owner/Applicant/Agent Notice..... | \$10.00 | Fee per Address |
| Abutter Notice | \$10.00 | Fee per Address |
| Newspaper Notice | | Actual Cost |

V. Other Business.

- (a) Energy Technical Assistance Program. Mrs. McCarthy informed the Board of the Central NH Regional Planning Commission's (CNHRPC) offer to provide assistance as part of the Energy Technical Assistance Program. The CNHRPC will review the Master Plan, Zoning Ordinance, Subdivision and Site Plan Regulations and make recommendations as to ways to implement energy conservation and efficiency standards. The review is at no cost to the Town.

Mr. Wilkey, seconded by Ms. Hemingson, moved to accept CNHRPC's offer in reviewing Hopkinton's land use documents. Motion carried unanimously (Taylor, McCarthy, Hemingson, Wilkey, Langwasser and Ellsworth).

- (b) Driveway Regulations. Mrs. Robertson informed the Board of a request from Fire Chief Rick Schaefer to meet with the Board to discuss concerns with the driveway design standards. In particular, Chief Schaefer has expressed safety concerns with the length and steep slopes of driveways and the affects that these driveways have on the Fire Department's ability to provide emergency services. Following brief discussion, the Board agreed to schedule a meeting with Chief Schaefer.
- (c) Master Plan Update. There was brief discussion concerning the time table for updating the Master Plan and the fact that the Master Plan was last updated in the year 2002. The Board agreed that updates to the Master Plan should be done by chapter with specific chapters to be updated each year, rather than the entire document at one time. All administrative work is to be the responsibility of an outside planning firm. Mrs. Robertson is to provide the Planning Board with an outline of the goals in the Master Plan so that the Board can determine which goals, to date, have been implemented.

VI. Adjournment.

With no other business to come before the Board, Chairman Ellsworth declared the meeting adjourned at 7:55 PM. The next regular scheduled meeting of the Planning Board is Tuesday, June 14, 2011, at 7:00 PM in the Town Hall.

Karen L. Robertson
Planning Director

In accordance with RSA 677:15, any person(s) aggrieved by any decision of the Planning Board concerning application(s) may present to the Superior Court a petition, duly verified, setting forth that such a decision is illegal or unreasonable in whole or part and specifying the grounds upon which the same is claimed to be illegal or unreasonable. Such petition shall be presented to the court within thirty (30) days after the Board's final decision regarding the application in question has been filed and becomes available for public inspection in the Planning Office.