



Town of Hopkinton

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HOPKINTON PLANNING BOARD

MINUTES

JULY 12, 2016

Chairman Bruce Ellsworth opened the Hopkinton Planning Board meeting of **Tuesday, July 12, 2016, at 6:30 PM** in the Hopkinton Town Hall. Members present: Rich Steele, Cettie Connolly, Jane Bradstreet, Celeste Hemingson and Alternate Jim Fredyma. Members absent: Ex-Officio James O'Brien, Michael Wilkey and Alternates Clarke Kidder and Timothy Britain. Staff present: Planning Director Karen Robertson.

Chairman Ellsworth declared a quorum present.

I. Review of the Minutes and Notice of Decision of June 14, 2016.

Cettie Connolly, seconded by Jane Bradstreet, moved to **APPROVE** the Minutes of June 14, 2016 as presented. Motion carried unanimously (Steele, Connolly, Bradstreet, Hemingson and Fredyma).

Cettie Connolly, seconded by Jane Bradstreet, moved to **APPROVE** the Notice of Decision of June 14, 2016 as presented. Motion carried unanimously (Steele, Connolly, Bradstreet, Hemingson and Fredyma).

II. Conceptual Consultations.

There were no conceptual consultations.

III. Applications.

Site Plan/Architectural Design Review Application #2016-08, Seth Greenblott representing O'Rourke & Greenblott Holdings LLC addressed the Board for site plan approval of property located at 44 Cedar Street, Tax Map 101, Lot 16, VB-1 District. Applicant proposes professional offices and a recreational use. On May 10, 2016, the application was accepted as complete and continued to allow the Applicant time to provide additional information.

Mr. Greenblott provided a brief overview of the changes made to the building, such as the re-decking of the entry way, interior renovations, exterior painting and new rails installed on the handicap ramp. The ramp was intended to be relocated to the side of the building; however, due to financial constraints, the ramp will remain in the front of the building.

Mrs. Connolly questioned whether it would be permissible to leave the ramp in its current location since a small portion of the ramp straddles the property line onto Town property. The entrance to the ramp extends into a parking space. Mrs. Connolly suggested that Mr. Greenblott obtain an easement or written permission from the Town to allow the ramp to remain in its current location.

Following brief discussion, Mr. Greenblott indicated that the matter as to the location of the ramp and whether the Town wishes, at any time in the future, that the ramp be moved is an issue that he would need to resolve with the Select Board and code officials. In response, Mrs. Connolly suggested that a condition of approval include a requirement for an easement or permission from the Town for the ramp to remain.

Chairman Ellsworth reviewed a summary, as part of the application, outlining the Applicant's intentions. In particular, the Applicant had requested a waiver of on-site parking. The waiver was approved on May 10th with the understanding that use of municipal parking would be permitted; however, parking is on a first come basis as there are no dedicated spaces. During that same meeting, Mr. Greenblott had withdrawn the request for the Board to waive landscaping. As a result, a landscape drawing has now been provided showing plantings on the side and front of the building and along the handicap ramp. Mr. Greenblott requested that the Planning Board provide time for the landscaping to be completed.

Chairman Ellsworth inquired as to whether changes in lighting were being proposed. Mr. Greenblott replied no, indicating that the existing porch lighting is sufficient. Furthermore, Mr. Greenblott stated that the signs will not be lit.

Lastly, discussion ensued concerning proposed signage. The Applicant provided a drawing showing the anticipated location of a free-standing sign that will advertise the law office and the two (2) additional tenants. Total size of all signs combined will not exceed 20 square feet.

James Fredyma, seconded by Celeste Hemingson, moved to **APPROVE** application #2016-08.

Cettie Connolly moved to impose a condition requiring the Applicant to obtain an easement or written permission from the Town for placement of the handicap ramp. Mrs. Connolly's motion failed as there was no second.

Cettie Connolly, seconded by Jane Bradstreet moved to impose a condition requiring all landscaping to be completed by the summer of 2017. Motion imposing condition carried unanimously.

Motion to **APPROVE** the application with the condition that all landscaping be completed by the summer of 2017, carried unanimously (Steele, Connolly, Bradstreet, Hemingson and Fredyma).

Lot Line Adjustment Application #2016-09 and Site Plan Review Application #2016-10, Darragh Madden presented on behalf of Irish Holdings LLC and Carol and Gary Marsh a plan for a lot line adjustment involving properties located at 659 Currier Road and 894 Hopkinton Road, shown on Tax Map 258, as Lots 21 & 22, in the R-4 District. Additionally, Mr. Madden presented a Site Plan for Irish Holdings LLC to increase the number of parking spaces on Lot 21.

Adjusting the lot line will increase the size of Lot 21 from 0.649 to 1.009 acres. The remaining acreage of Lot 22 will be 4.70 acres. The intent of the lot line adjustment is to provide additional space for Mr. Madden to construct a parking lot that will be used for parking of trailers and vehicles of Irish Electric, and parking for the apprentices. Currently,

there isn't adequate parking available as most of the vehicles are parked alongside Currier Road.

During discussions, Mr. Madden noted that the site plan incorrectly shows a second entrance way to be constructed for access to the new upper parking lot. Access to the upper parking lot will be by way of the current driveway.

James Fredyma, seconded by Cettie Connolly, moved to **ACCEPT** for consideration and as complete lot line adjustment application #2016-09. Motion carried unanimously (Steele, Connolly, Bradstreet, Hemingson and Fredyma).

James Fredyma, seconded by Celeste Hemingson, moved to **ACCEPT** for consideration and as complete site plan application #2016-10. Motion carried unanimously (Steele, Connolly, Bradstreet, Hemingson and Fredyma).

Chairman Ellsworth opened the public hearing portion of the meeting.

Abutter Patricia Tompkins of 13 Apple Tree Road expressed concern with the impact that lighting of the parking lot will have in the neighborhood. In response, Mr. Madden explained how he intends to install motion sensitive LED lighting. If necessary, he can control the lighting from his cell phone. Ms. Tompkins suggested that control of the lighting by cell phone may be more appropriate as deer and other animals in the area may cause the motion sensor to activate.

Ms. Tompkins questioned whether the new parking lot will be visible from Hopkinton Road. Mr. Madden didn't believe so as the parking lot will be constructed at a lower level than the road. The vegetation along the stonewall will help obscure the visibility of the parking lot.

With there being no further public comment, Chairman Ellsworth declared public hearing portion of the meeting closed.

Celeste Hemingson, seconded by Rich Steele, moved to **APPROVE** site plan application #2016-10 as presented. Motion carried unanimously (Steele, Connolly, Bradstreet, Hemingson and Fredyma).

Jane Bradstreet, seconded by Rich Steele, moved to **APPROVE** lot line adjustment application #2016-9 as presented. Motion carried unanimously (Steele, Connolly, Bradstreet, Hemingson and Fredyma).

Site Plan/Architectural Design Review Application #2016-11, Darrin Brown Law Group, PLLC on behalf of EveryDay Cafe, property owned by Rose View Properties LLC, located at 14 Maple Street, Tax Map 101, Lot 7, VB-1 District. Applicant proposes alternations to signs.

Attorney Brown reviewed various elevation views of the building signage; showing what was approved by the Planning Board in 2013 from that which is currently in place. He suggested that the location and type of signage, letter decals on the window and on the building, is "toned down" from what was originally proposed.

Discussion ensued concerning the signage on the building and the free-standing sign in the island. The Board agreed to review the application in two-parts, building signs and free-standing sign, since permission to place the free-standing sign in the island will

require State approval. Review of the site plan, prepared by T.F. Bernier, Inc., had shown that ownership of the island is outside of the property lines of 14 Maple Street and instead, part of the State road.

Cettie Connolly, seconded by Jane Bradstreet, moved to **ACCEPT** for consideration and as complete application #2016-11. With five members voting, four voted in favor (Steele, Connolly, Bradstreet and Hemingson) and one voted in abstention (Fredyma).

Chairman Ellsworth opened and closed the public hearing portion of the meeting as there was no public comment.

Cettie Connolly, seconded by Rich Steele, moved to **APPROVE** two signs, as presently located on the building, for a total of 15.8 SF. With five members voting, four voted in favor (Steele, Connolly, Bradstreet and Hemingson) and one voted in abstention (Fredyma).

The Board briefly discussed the free-standing sign and advised Attorney Brown that they would be willing to continue the application so that he may obtain approval from the State for the placement of the sign in the island. It was further noted that the size and design of the sign will need to comply with the Sign Ordinance.

Cettie Connolly, seconded by Rich Steele, moved to **CONTINUE** application #2016-11 to the August 9, 2016 meeting, so that the Applicant may provide additional information with respect to the proposed free-standing sign. With five members voting, four voted in favor (Steele, Connolly, Bradstreet and Hemingson) and one voted in abstention (Fredyma).

IV. Any other business that may legally come before the Board.

- a) **Master Plan Population and Economic Chapter:** Mrs. Robertson will coordinate a joint Planning Board and Economic Development Committee meeting to discuss strategies in improving Hopkinton's economic development.

V. Adjournment.

Chairman Bruce Ellsworth declared the meeting **ADJOURNED** at 7:36 PM. The next regular scheduled meeting of the Hopkinton Planning Board is at 6:30 PM on Tuesday, August 9, 2016 at the Hopkinton Town Hall.

Karen 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.