



Town of Hopkinton Planning Department

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HOPKINTON PLANNING BOARD MINUTES OCTOBER 18, 2022

Members present: Chair Michael Wilkey, Vice-Chair Celeste Hemingson, Ex-Officio Thomas Lipoma, and Clarke Kidder. Members absent: James Fredyma, Greg Sagris, Jane Bradstreet, Rich Steele, and Rob Dapice. Staff present: Planning Director Karen Robertson.

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- I. **Call to Order.** Chairman Wilkey called the meeting to order at 5:30 PM in the Hopkinton Town Hall, 330 Main Street, Hopkinton.
 - II. **Roll Call.** Hemingson – present, Lipoma – present, Kidder – present, and Wilkey – present.
 - III. **Conceptual Consultations.** There were no conceptual consultations.
 - IV. **Applications/Public Hearings.**

#2022-13 Pauline Meridien/James Maloney Pauline Meridien and her son James Maloney presented their application for Site Plan Review of the proposed Bed and Breakfast Inn, 334 College Hill Road, Tax Map 212, Lot 2, R4 district.

Ms. Meridien explained the proposal for a one-bedroom bathroom unit on the first floor and two-bedroom one-bathroom units on the second and third floors. There are two existing septic systems, with the newest system installed in 1991. The Fire Chief inspected the residence requesting fire-rated doors, which are in the process of being installed. In addition, as part of the food establishment license, the water test has been sent to the state for approval.

Mr. Maloney noted that he is a professional chef who has been practicing for 25 years and will provide breakfast to their clients. Ms. Meridien noted that her son lives at the property and that she is currently finishing out a short-term lease in Vermont, helping her daughter. A brief discussion ensued concerning property ownership with Ms. Meridien, and Mr. Maloney stated that the property is in a trust in which both are recognized as trustees.

At their October 4, 2022 meeting, the Zoning Board of Adjustment approved a Special Exception to operate the proposed Bed and Breakfast Inn.

Mrs. Hemingson inquired about the cottage on the property and whether there is a separate septic system for the building. Ms. Meridien responded that there are two septic systems on the property. One system was designed for both the cottage and the main residence. In 1991, the second system was approved and installed when the addition was constructed to the main residence.

MOTION by Clarke Kidder, seconded by Celeste Hemingson, to accept application #2022-13 as complete and for consideration. **MOTION** passed unanimously (Hemingson, Kidder, Lipoma, and Wilkey).

Mr. Kidder amended the **MOTION** indicating that the application has no potential for regional impact. Motion seconded by Mrs. Hemingson. **MOTION** passed unanimously (Hemingson, Kidder, Lipoma, and Wilkey).

Chairman Wilkey opened and closed the public hearing portion of the meeting as no one was present.

Chairman Wilkey inquired about the lighting and whether it was adequate for individuals entering and leaving the residence. Ms. Meridien responded that they have typical residential lighting sufficient for those entering and exiting the property. There are six fixtures, including an LED motion light and floodlights on the patio. In response, Mr. Kidder noted that all lighting must be directed downward. Mr. Maloney agreed to ensure that the lighting complies with the Lighting Ordinance.

A brief discussion ensued concerning signage, with Ms. Meridien advising that the sign advertising "Back N the Saddle" would eventually be replaced with a new sign advertising the bed and breakfast inn. Chairman Wilkey noted that the maximum sign size permitted is four square feet.

MOTION by Celeste Hemingson, seconded by Clarke Kidder, to grant waivers to the Site Plan Review Regulations as there are no proposed changes to the property:

- 4.1(f)(1), (2), (4) full-scale sheet size.
- 4.1(f)(1) plan depicting the size of the buildings.
- 4.1(f)(15) location and type of lighting.
- 4.1(h) landscaping plan.

MOTION passed unanimously (Hemingson, Kidder, Lipoma, and Wilkey).

MOTION by Celeste Hemingson, seconded by Clarke Kidder, to approve application #2022-13 with the condition that the Applicant complies with the Lighting Ordinance, Sign Ordinance, requirements of the Fire Chief, and obtains the required permits/licenses from the State of NH. **MOTION** passed unanimously (Hemingson, Kidder, Lipoma, and Wilkey).

#2022-14 T.F. Bernier, Inc. Tim Bernier of T.F. Bernier, Inc., presented plans for Lot Line Adjustments involving Lot 51 and 51.1, shown on Tax Map 240, owned by Brayshaw Asset Management, LLC, off Gould Hill Road and Briar Hill Road, R3/R4 District.

Mr. Bernier subdivided the property six months ago, creating a 4.6-acre lot. Someone is interested in purchasing the property; however, the buyer would like more acreage to control the view. The proposed lot line adjustment will increase the size of Lot 51.1 from 4.7 acres to 25.8 acres with 370 feet of road frontage. Lot 51 will contain 129.5 acres with 365 feet of frontage. NH Department of Environmental Services approved a Wetlands Permit on November 10, 2021, for a driveway crossing to access the building area on Lot 51.

MOTION by Clarke Kidder, seconded by Celeste Hemingson, to accept application #2022-14 as complete and for consideration, noting that the application has no potential for regional impact. **MOTION** passed unanimously (Hemingson, Kidder, Lipoma, and Wilkey).

Chairman Wilkey opened and closed the public hearing portion of the meeting as no one wished to speak.

MOTION by Celeste Hemingson, seconded by Clarke Kidder, to approve application #2022-14 as presented. **MOTION** passed unanimously (Hemingson, Kidder, Lipoma, and Wilkey).

#2022-15 T.F. Bernier, Inc. Tim Bernier of T.F. Bernier, Inc., presented plans of a two (2) lot minor subdivision of property owned by The MacMillan Family Living Trust, located at 1584 Maple Street, shown on Tax Map 218, Lot 4, R3 District.

Currently, Lot 4 consists of 5.9 acres with an existing house and attached accessory dwelling unit. An on-site well and septic system service the lot. After the subdivision, Lot 4 will have 3 acres with 347.05 feet of frontage. Lot 4.1 will have 2.9 acres with 495 feet of frontage. State subdivision approval is pending.

Mr. Bernier noted the 250-foot shoreland district reference line from the river is shown on the plan. Any development within 250 feet will require a Shoreland Permit.

A brief discussion ensued concerning the flood hazard zone's mapped location and the river's steep slope.

Lastly, Mr. Bernier noted that the proposed new lot line crosses through the existing metal carport. As a result, the carport will be relocated or removed.

MOTION by Celeste Hemingson, seconded by Clarke Kidder, to accept application #2022-15 as complete and for consideration, noting that the application has no

potential for regional impact. **MOTION** passed unanimously (Hemingson, Kidder, Lipoma, and Wilkey).

Chairman Wilkey opened and closed the public hearing portion of the meeting as no one wished to speak.

MOTION by Celeste Hemingson, seconded by Clarke Kidder, to approve application #2022-15 as presented. **MOTION** passed unanimously (Hemingson, Kidder, Lipoma, and Wilkey).

V. Review of Meeting Minutes of July 12, August 9, and September 13, 2022.

MOTION by Celeste Hemingson, seconded by Thomas Lipoma, to approve July 12, 2022, Minutes and Notice of Decision as presented. **MOTION** passed unanimously (Hemingson, Kidder, Lipoma, and Wilkey).

MOTION by Celeste Hemingson, seconded by Clarke Kidder, to approve September 13, 2022, Minutes with an amendment changing the word "era" to "error." **MOTION** passed in the affirmative (Hemingson, Kidder, and Wilkey), with one member abstaining (Lipoma).

MOTION by Celeste Hemingson, seconded by Clarke Kidder, to approve the September 13, 2022, Notice of Decision as presented. **MOTION** passed in the affirmative (Hemingson, Kidder, and Wilkey), with one member abstaining (Lipoma).

Review of the August 9, 2022, Minutes and Notice of Decision is deferred to the November 8, 2022, meeting.

VI. Other Business.

- a) Rules of Procedure (Draft Revisions) – Review was deferred to the November 8, 2022, meeting.
- b) Zoning Amendments 2023 (Work Session) – Mrs. Robertson will provide draft amendments for review at the November 8, 2022, work session.
- c) Other Business – There was no other business.

VII. Adjournment. Chairman Wilkey declared the meeting adjourned at 6:45 PM. The next meeting is scheduled for 5:30 PM on Tuesday, November 8, 2022.

Karen Robertson
Planning Director