

1 MILFORD PLANNING BOARD MEETING MINUTES ~ **APPROVED**

2 January 22, 2019 Board of Selectmen's Meeting Room, 6:30 PM

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4 **Members Present:**

5 Doug Knott, Chairman

6 Tim Finan, Member

7 Janet Langdell, Member

8 Susan Robinson, Member

9 Jacob LaFontaine, Alternate member

Staff:

Lincoln Daley, Planning

Darlene Bouffard, Recording Secretary

Videographer, Hazen Soucy

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11 **Excused:**

12 Paul Amato, Member

13 Kevin Federico, BOS rep

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16 **1. Call to order:**

17 Chairman Knott called the meeting to order at 6:30 p.m., introductions were made of Board members and
18 staff, it was noted that Jacob LaFontaine is an Alternate member but will have full duties this evening in order
19 to have a quorum. Doug Knott indicated there has been interest for new Planning Board members to fill an
20 alternate position and a full position effective in January.

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22 **2. Review/Approval of Meeting Minutes: January 8, 2019** – J. Langdell asked that the minutes be amended.
23 J. Langdell moved to approve the minutes of January 8, 2019 as amended. T. Finan seconded. All were in
24 favor. Motion passed unanimously.

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26 **3. Public Hearings:**

- 27 a. **Burbee Sand & Gravel, 35 North Mason Road, Tax Map 58, Lots 1, 2 and 3.** Major site plan
28 application for an earth and sand removal operation to excavate and regrade approximately 4.7 acres
29 within the residential R district.

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31 L. Daley indicated that there has been a request from the applicant that this be continued to the
32 February 26, 2019 Planning Board meeting. The applicant needs more time to respond to the
33 questions brought up by the State for the AoT permit and then respond back to staff. Chairman Knott
34 asked if there have been a lot of continuations on this application? L. Daley said there is a clock that
35 started once the application is accepted by the Planning Board which was at the last Planning Board
36 meeting. They are also working with the State of NH for their Alteration of Terrain (AoT) permit. J.
37 Langdell moved to continue this application to February 26, 2019. J. LaFontaine seconded. All were
38 in favor. Motion passed unanimously.

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40 b. **KGL Landscape Construction, LLC, Tax Map 8, Lot 73, 211 Mont Vernon Street and Laplante**
41 **Family Rev. Trust, Tax Map 8 Lot 75, 205 Mont Vernon Street.** Lot Line Adjustment
42 Application to adjust the common lot line between the properties located at Tax Map 8 Lots 73 and
43 75 in the Residential A Zoning District.

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45 J. Langdell moved to accept the application as complete. T. Finan seconded. All were in favor.
46 Motion passed unanimously. J. Langdell moved no potential regional impact. J. LaFontaine
47 seconded. All were in favor. Motion passed unanimously. Abutters were read into the record;
48 abutters present included: Fieldstone Land Consultants, PLLC and Town of Milford. J. Langdell
49 moved no potential regional impact. J. LaFontaine seconded. All were in favor. Motion passed
50 unanimously.

51
52 Michael Ploof, Fieldstone Land Consultants, representing the applicant explained the purpose of this
53 is to adjust the lot lines by subtracting parcel A and adding it to parcel B which will be increased to
54 1.62 acres. There are no frontage changes therefore the front will remain the same for both lots. T.
55 Finan asked is this the lot with the auto repair place? Mike answered no, that is the next lot over. T.
56 Finan said there are a lot of cars on the auto repair lot and he wants to make sure no additional cars
57 will be stored on this large lot. L. Daley said if there are more than two unregistered cars on a lot, it

is considered a junkyard. L. Daley asked what is the intent of this or if it is just to provide more buffer between the residential uses? Mike responded he was not really sure of the intent but adding the small piece to the lot makes more sense. L. Daley is satisfied with the application. Mike has seen the comments from staff which are fairly minor.

D. Knott opened the public hearing. Seeing no comments from the public, D. Knott closed the public hearing. J. Langdell moved to approve the application with the caveat that staff comments be addressed. J. LaFontaine seconded. All were in favor. Motion passed unanimously.

- c. **Milford DG Series, LLC for the property located at Tax Map 6 Lot 14.** Major Site Plan – Design Review Application to construct a 9,320 square foot retail store with associated parking, drainage, and site improvements within the Integrated Commercial – Industrial Zoning District. Waiver request from Section 6.05.4 Table of Off-street Parking seeking relief to reduce the required number of off-street parking spaces for the proposed retail building. Waiver request from Section 6.05.6 Parking and loading Area Standards seeking relief requiring the separation of off-street parking and loading/unloading spaces from the right-of-way by granting curbing.
- d. **Milford DG Series, LLC, for the property located at Tax Map 6 Lot 14.** Minor Subdivision Application to subdivide Tax Map 6 Lot 14 to create one additional lot totaling approximately 1.22 acres within the Integrated Commercial – Industrial Zoning District.

Previously, this applicant came before the Planning Board with a Conceptual Plan. Janet Langdell moved to accept the Site Plan application as complete based on staff recommendation. Jacob LaFontaine seconded. All were in favor. Motion passed unanimously. L. Daley indicated the applicant has both a Site Plan application and a Subdivision Plan application on the agenda for discussion tonight, asking if the applications could be handled concurrently or would the Board like to split the two applications. Janet said she would prefer to determine the outcome of the Site Plan application before the Subdivision application is discussed, to which all concurred, noting the decisions would be made separately. Abutters were read, those abutters present included: 37 Wilton Road Milford LLC; Brendan & Janelle Getman; Bohler Engineering and Town of Milford. It was agreed to combine the regional impact motion for Site Plan and Subdivision. T. Finan asked about any regional impact for Wilton. J. Langdell responded by asking if the Pine Valley Mill application had regional impact? L. Daley was not sure and would have to look at the files on that.

After reading from the 2018/2019 NH Planning Regulations, T. Finan determined that traffic would apply to regional impact. With 70 vehicle trips during peak hours, which includes weekends, this type of store does not appear to produce a lot of traffic. J. Langdell said that traffic could have impact on the road we are talking about. T. Finan responded the analysis does not talk about the direction the traffic is coming from. After further discussion, T. Finan moved no potential regional impact on the Site Plan or the Subdivision plan applications. J. LaFontaine seconded for discussion. T. Finan said the traffic might be the only regional impact but it might not rise to that level. J. LaFontaine feels the traffic count would not rise to the level of regional impact. J. Langdell suggested retail traffic count versus self-storage traffic is different. T. Finan said 70% of the traffic will probably come from Milford. J. Langdell agreed that most of Milford's population is east of 101A, in Wilton most of the population is also on the east side, this would be the closest place for Wilton residents to pick up a quick gallon of milk. J. Langdell can see more traffic coming from Lyndeborough and Wilton than from Milford. L. Daley said the standards do not take into consideration the type of road. Has the type of traffic been looked at?

Matt Bombaci, Bohler Associates, responded yes impact studies have been looked at and the counts are less than the regulations. J. Langdell asked if the Jaffrey and Hillsborough stores have been looked at regarding traffic. D. Knott agrees with the comment about where the traffic will come from but he does not feel there will be regional impact. T. Finan if there is regional impact, do they have to inform Wilton or do we stop right now? L. Daley answered we have to stop tonight's meeting so that Wilton can review the information and this would be added to the next Milford Planning Board

agenda. T. Finan, D. Knott and J. LaFontaine were in favor of the motion. J. Langdell was opposed. Motion passed 3/1, no regional impact.

Matt Bombaci, Bohler Engineering, presented the site plan for a 9,300 sf retail store with a single access driveway. The lighting will be wall mounted with cut off and a six foot stockade fence will be erected along the side with a residential abutter. Run off will be collected and infiltrated at the rear of the site. Water and sewer utilities will be on Wilton Road. Erosion control will be done with silt fencing, diversion channels, and stock piles will be used to control sedimentation on the site during site preparation. A landscaping program will be implemented in the interest of the overlay district. Plantings will be done along the front but areas for snow storage will be left as well. There are waiver requests for granite curbing along the front and for parking requirements. There are 20-30 parking spaces required. These stores see customers coming for less than ten minutes per stop and 30 spaces is pretty standard for these stores.

T. Finan asked if the traffic calculation is based on the facility size, if it was a warehouse, would the parking requirement be the same? L. Daley answered no, it is a different calculation, if it was half retail and half warehouse, it would need to be changed. Matt Bombaci said about 30% of this building will be warehouse space. D. Knott asked if snow storage will all be in the front of the building? Matt responded in the front and side, if additional snow storage is needed, it would be hauled off site. J. Langdell asked if the ten minutes for shopping is a corporate statistic? Matt said it is. D. Knott said the Conservation Commission has questions on the size of the building. Matt responded this is the typical layout for this type of store. The way the Moultonboro store was laid out was looked at, but because this site limited for the truck turn around, this site will not work with that lay out. L. Daley asked if there is any opportunity, since this is the West Elm Overlay District, to look at future shared parking and an access area for the trucks to maneuver using that additional shared parking? Matt Bombaci said he does not know what that land will be used for or how the land could be shared. Part of the Overlay District is to use combined initiatives or share drives or shared parking, according to L. Daley. Matt responded a shared driveway was considered but could create more congestion. D. Knott asked if the trucks are straight or segmented? Matt answered they are about 53 foot trailers. D. Knott asked how often do the trucks deliver? Matt answered about once a week. D. Knott asked if the delivery truck will be safe maneuvering the turn around with pedestrian traffic. Matt said the deliveries will be in non-peak hours. D. Knott said when the delivery truck is coming in, could they go back up on Wilton Road? J. Langdell said this road has been around for a while and she would love to have seen a Master Plan for this to look at access management and safe egress for trucks as well as a building an envelope on a smaller lot.

L. Daley indicated there could be access to the gravel road for curb cut for the other lot to use for trucks coming into this lot. Mark Prolman, owner of the property being discussed, stated a shared driveway just will not work. Who would be liable in the case of an accident? J. Langdell is more concerned with the access. M. Prolman said there is a 50-foot legal right of way access for the lot in back. He owns the other lot and pays his taxes on that lot and he has the right to develop it and he is doing it in a responsible way. Janet said she understands that but we are trying to put a project on a lot that is too small and also has restrictions of the portion in back although you have gotten permission to use that land for certain things. Mr. Prolman said they have gone to the railroad (PanAm) to use their land for (potentially) detention and drainage for both lots. Janet stated it is being presented on the plan as part of the plan, is it potential or is it a done deal?

Chad Brebaker, representing the applicant, said there is an agreement, they have allowed us to provide storm water management back there with no pavement, it is signed but not recorded yet. D. Knott reviewed the comments from Conservation. Matt Bombaci responded to the comments, noting that KV Partners has been handling the stormwater. L. Daley said he has not received responses to the comments in writing yet. D. Knott continued with the Conservation comments, requesting the trees between the properties (mostly hardwood) remain. Mr. Bombaci said it is the hope the trees along the property line will be left alone. D. Knott continued reviewing the Conservation comments, which were addressed by Mr. Bombaci. Comment 4 is that it appears the building is too big for this site, comment 5 is regarding the dumpster screening which was addressed. Comment 6 is sidewalks

which were discussed to allow people to walk to the store. Mr. Bombaci responded that there will be interior sidewalks and we could consider some exterior but there is no public sidewalk connection. J. Langdell said there are sidewalks heading west and there is a very large residential area in the Pine Valley Mill so a crosswalk might be considered with a sidewalk so people can get to the store. Mr. Bombaci said we would not be opposed to running some sort of sidewalk but we want to connect to something tangible. L. Daley is looking to get the response to the Conservation concerns in writing. The Planning Board and Conservation Commission both brought up concerns which were mentioned in the staff report. This retail store will abut a residential neighborhood and there should be mitigated on the western portion of the property. Mr. Bombaci explained part of that is the stockade fence and the cut off lights. L. Daley asked if there is an opportunity to include additional vegetation near that fence also? Mr. Bombaci said that would be possible. L. Daley also noted the mature hardwood trees in the corner should be preserved. Mr. Bombaci agreed.

L. Daley recommended reviewing the elevations. Mr. Bombaci, knew that there were certain requirements, therefore he did not bring forward the typical rendering and instead brought something that meets the general intent of the regulations and meets the need and looks good with the peaked roof on the front with an awning and window features along the front and hearty plank wood siding, not metal. HVAC is typically on the roof and well hidden, but may be noticed from the eastern side, which will have landscaping added as well. J. Langdell asked what will be in the peak? Mr. Bombaci said the sign for Dollar General will be located on the peak with back lighting. J. Langdell asked if a monument sign will be used? Mr. Bombaci said there will be a monument sign located right at the entrance, lit a half hour after closing, then it will switch to small security lighting for night time. Mr. Bombaci said the hours open are 8 am to 10 pm, 7 day a week. L. Daley asked where the front of the residential building is? Mr. Bombaci responded it faces the road. L. Daley reviewed some of the design features in the overlay district, specifically discouraging flat roofs, noting the design team might want to review the regulations for that district again to try to meet the intent of those guidelines. Mr. Bombaci said they did review them and they tried to break up the roof line with textures and rooflines, it is not perfect but it is a decent product that does its best to meet the standards. L. Daley asked if architectural features could be used on the side of the building that faces the other commercial lot. Mr. Bombaci responded that they did not see much value in doing that but anything is possible.

D. Knott asked for the heights of the building, there were a lot of numbers thrown out. L. Daley said they have focused the height and textures on the front of the building, but the side wall has none of that. D. Knott said the side is just one long downward plane. L. Daley said the building is angled just a bit, but the focus will be on that side when approaching and maybe if some of those features were used there it might meet the regulation a little more. J. Langdell agreed saying the visual piece is for people that live in that area of town. D. Knott asked if they have communicated with the neighbors on the side. Mr. Bombaci said they have not, but they do plan to mitigate with some plantings such as arborvitaes which grow pretty tall and we will install a 6' fence. L. Daley noted any kind of visual mitigation to break up that long wall along the property would be helpful. D. Knott said it might be good to speak to the abutter to see if some plantings of their choosing could be put on their side of the fence. Mr. Bombaci said they would be willing to talk to them after this meeting to get an idea of what they might like. L. Daley asked about the interior of the building and where the warehouse portion is located. There could be windows added to the side of the building to soften the long wall. Seeing no further comments or questions from the Board, D. Knott opened the public hearing.

Brendan and Janelle Getman, abutters, have lived here since June 2016 and they have always enjoyed walking out the front door and seeing trees and nature; they came from California and Brendan is in the retail business and is familiar with what is being proposed but he does not think this site makes sense. There are 28 parking spaces proposed, and the sign is bright yellow which has not been mentioned and will not blend in. The delivery trucks in New England with its weather, will not be there before the store opens and when the delivery truck shows up, it will have to turn around which will block in customers and could cause a traffic back up on Wilton Road which is a very busy road. This piece of land will not accommodate all of the things being considered. Mr. Getman indicated the aerial photo that was shown is inaccurate since there are more storage units on the neighboring

lot. What is the plan for the snow? There needs to be a plan. D. Knott said they explained it will be put in a certain area for snow storage. J. Langdell said additionally if there is too much snow, it will be hauled off site, and that will be on the plan and is a standard expectation for the town. Janelle Getman appreciates the tree line and expanding the tree line, the survey flags on the property make it appear they are cutting through our trees and we want to ensure there is some sort of buffer between our line and the building walls so that we can maintain all of that greenery. D. Knott asked if the Getman's are opposed to the applicant planting trees on their property? Mr. Getman said this is the first we have heard of that. Ms. Getman replied as long as it is to maintain that kind of "green screen" Ms. Getman has no qualms with that, as long as they are trees that are hearty or hardwood and able to do the job well (buffer). D. Knott indicated he would presume the maintenance would be on the Getman's. Mr. Bombaci stated he will go back and make those modifications. J. Langdell asked if that was documented? She wants to be sure that is all documented. L. Daley ensured that was captured. Ms. Getman appreciates the cut-off lighting and the considerations for that. She asked if there is a sign that goes on the top of the building as well as the monument sign? Mr. Bombaci said there will be a sign on the front facing 101A. Mr. Getman asked if it will be open until 10 pm every night? D. Knott said that is what they stated. 86Mr. Getman indicated that is a lot of traffic, a lot of potential noise every single night with no break except when they close early on Sunday; it seems it does not fit what that field could be, it could be something more beautiful than this cement and wood. D. Knott indicated the Planning Board appreciates the input.

Dave Palance, Heritage Commission Chairman, said there was a canal dug along Maple Street in the 1850's and as recently as the 1960's there was a canal there. Where are the provisions on the plan? J. Langdell said that canal is not on this property, when the Pine Valley Mill development was done, the Penn Stock was found and there is a considerable stack of data regarding its maintenance. Dave Palance thinks the provisions should be in the plans. L. Daley said it is on the previous site plan for the storage facilities and it is well documented. The location and the deeds and history is all documented. L. Daley stated for the purposes of this discussion, this lot will not even come close to the Penn Stock area.

Pete Basiliere, 32 Spaulding Street, had questions about the lay out and the location of the delivery door. Mr. Bombaci said the images are flipped. J. Langdell stated that is an error on the sheets. Pete Basiliere said the files did not have comments but how well were fire issues addressed if they cannot get to the back of the building? J. Langdell also asked that. L. Daley said the Fire Department had no comments on this plan. Mr. Bombaci said typically the standard is there needs to be access on two sides of the building. J. Langdell asked if the applicant talked to the Fire Department. Matt said they have not. Mr. Basiliere suggested it seems to be a far reach for a ladder truck. J. Langdell said the Fire Department typically asks for more access on the sides of buildings. D. Knott stated the Fire Department had an opportunity to comment and they haven't. Seeing no further questions or comments from the public, D. Knott closed the public hearing.

D. Knott asked if all the merchandise is delivered in the same truck. Mr. Bombaci responded that most of the goods come in one delivery with the occasional truck for milk, bread or Pepsi. J. Langdell asked how many other vendors will deliver? Mr. Bombaci said some of the deliveries from smaller vendors will be through the front door. J. Langdell asked if it will be ten deliveries? Based on other stores in Southern NH, Mr. Bombaci said he would have to get a definitive number. J. Langdell is asking out of concern for site safety and how often trucks will have to come in to park, load, unload and get out. Mr. Bombaci said they are smaller trucks and will park in regular spaces. D. Knott is trying to get a sense of vendor deliveries and traffic. Initially it was once a week for deliveries, now for items that are sold quickly we are talking about more than one delivery per week. L. Daley asked why are parking spaces 9' x 20'? A standard parking space is 9' x 18', if you change those to 9' x 18', a sidewalk would fit. Mr. Bombaci said that size is the tenant preference. He can ask for flexibility on that. J. Langdell showed the aerial view of the Swanzy store that shows a pedestrian walkway. It looks similar to the December 2018 photos that were shown. Seeing no further questions or comments from the Planning Board, D. Knott closed the hearing to the public. Seeing a member of the public that wished to speak, D. Knott re-opened the public hearing.

Karen Legault, Maple Street, Milford, apologized for arriving late and asked how a turning lane can be put in to turn into this property? It is a pretty narrow area and there is no turning lane. J. Langdell stated there is no turning lane proposed for Wilton Road. Ms. Lago continued that people drive 35-40 MPH where it should be about 25 MPH. We should anticipate traffic concerns. Ms. Legault would like the convenience of walking down there but does not see that the road is ready to have a business in there. Janet suggested that the traffic discussion was held earlier during this meeting and the applicant provided information that there will not be a significant amount of traffic coming in and out of the property. Ms. Legault asked if the roadway is a concern? J. Langdell responded that the applicant has provided information about the number of trips and there will not be a considerable amount of traffic coming in and out of there as one might expect. Seeing no further questions or comments, D. Knott closed the public hearing.

J. Langdell said there are two waivers to address and we have brought up some concerns about pedestrian access. L. Daley indicated this is not to approve or disapprove at this time this is more of an advanced conceptual review. If the Board wants to vote on the waivers, that can be done, or you can give some guidance to the applicant. After this, the applicant can go to a design review or move in to the formal review process. J. Langdell asked about the waiver, where could the granite curbing be put on this site in the interior along the parking, or where. L. Daley answered the curbing would be along the interior walkway to protect the pedestrians. If sidewalks were put in, the curbing would also be there.

The waiver for off street parking is to change from 37 required spaces to 28 spaces. T. Finan asked if there is concern with the parking, he is not concerned with the parking. But the curbing would be affected by sidewalks. D. Knott responded he is fine with the parking waiver but not the curbing. J. Langdell asked if the waiver forms have been completed and in the file? L. Daley said they have been submitted. T. Finan asked if the use changes, would they need to come back to the Planning Board? L. Daley said they would because if the use changes, the parking requirements could change. J. Langdell said the Board can address the waiver for off street parking. D. Knott opened the hearing to the public for comments on the waiver for parking. Karen Lago is okay with the parking waiver but she would like to make a comment afterwards. D. Knott closed the public hearing. T. Finan moved to grant the waiver to allow for 28 parking spaces. J. LaFontaine seconded. All were in favor. Motion passed unanimously. J. Langdell stated that if approved, the waiver should be listed on the plan.

J. Langdell said the Board has discussed the pedestrian walkway in the front and connectivity, many of the people that live right in that neighborhood might want to go to this store. Additional landscaping on the eastern side should be considered. L. Daley said landscaping meets the general requirements. D. Knott has concerns about deliveries, it is on Route 101 but in order to maintain the character of the property he has concerns. J. Langdell asked if we can get accident report information from the Police Department on this section of Wilton Road. L. Daley said he can obtain that. L. Daley asked if the elevation should be discussed. D. Knott said the elevations met the requirements. J. Langdell is glad that it does not look like the one in Hillsborough. L. Daley said the architectural features that face the other lot could be improved. D. Knott said if there were a few trees on that side, it might look good. T. Finan said maybe have some additional windows to break up the long wall on that side. D. Knott opened up the public hearing.

Karen Legault said she remembers transformers leaking on that property, it is far from anyone that lives next door, but there should be some environmental testing on that property before any disturbance is done. This was the lot that they were trying to give to the town a few years ago. L. Daley said there has been testing on the property, there were activities in that area already. J. Langdell asked if it was on this lot? This was not part of the property to be given to the town. L. Daley said the potential owners will do their due diligence before any activity. Phase 1 testing was done there already. D. Knott said they followed the process and did not require Phase 2 testing. Karen Lago said there was leakage on that property, if the town could require six samples, she does not think that is too much, environmental sampling should be done before the soil is disturbed. Mark Prolman, owner, bought the property in 2004. There are 3 binders of environmental reports done on

this property and he does not appreciate the accusations being made. The ground water was tested and it has been found not contaminated. D. Knott closed the public hearing.

L. Daley said the applicant could continue the design review process or go to the final approval process. D. Knott would like to see the issues be addressed tonight. J. LaFontaine asked if there is a connection that will be done. Mr. Bombaci said we are looking at that. J. Langdell said the Board wants all our questions answered, but it is up to the applicant whether or not to stay in the design review phase or go to the final application. L. Daley said the applicant is looking for more information from the Planning Board so it should stay in the design review phase. D. Knott said the concerns need to be addressed. Mr. Bombaci said we can address the concerns from tonight and then move forward. L. Daley recommended to do the review and get a decision on both applications (Site Plan and Subdivision) at the same time.

T. Finan moved to continue this site plan application and subdivision application to the next Planning Board meeting on February 26, 2019. J. Langdell seconded. All were in favor. Motion passed unanimously.

e. Sign Ordinance - L. Daley briefed the Board on the changes, indicating this is the second public hearing on these ordinance amendments. D. Knott opened the public hearing. Seeing no comments, D. Knott closed the public hearing. J. Langdell moved to place Article VII Section 7.6.0 Sign Ordinance on the warrant. J. LaFontaine seconded. All were in favor. Motion was unanimous.

f. Solar Collection System - L. Daley explained to the Planning Board change to the table to include the capacity and acres as suggested by Ms. Fournier at the last hearing. L. Daley indicated this is the second public hearing on these ordinance amendments. D. Knott opened the public hearing. Seeing no comments, D. Knott closed the public hearing. T. Finan moved to place Article VII Section 7.11.0 Solar Collection Systems Ordinance on the warrant. J. LaFontaine seconded. All were in favor. Motion was unanimous.

g. Home Based Businesses - L. Daley briefed the Planning Board on the minor clarification, indicating this is the second public hearing on these ordinance amendments. D. Knott opened the public hearing. Seeing no comments, D. Knott closed the public hearing. J. Langdell moved to place Article X Section 10.2.3 Home Based Businesses on the warrant. T. Finan seconded. All were in favor. Motion was unanimous.

h. Self-storage Facilities - L. Daley indicated this is the second public hearing on these ordinance amendments. D. Knott opened the public hearing. Seeing no comments, D. Knott closed the public hearing. J. LaFontaine moved to place Article VII Section 7.13.0 Self-storage Facilities on the warrant. T. Finan seconded. All were in favor. Motion was unanimous.

i. Conditional Use Permits - L. Daley indicated this is the second public hearing on these ordinance amendments. D. Knott opened the public hearing. Seeing no comments, D. Knott closed the public hearing. T. Finan moved to place 7.11.0 Conditional Use Permits by renumbering to 7.14 and adding Subsection 7.14.5 on the warrant. J. LaFontaine seconded. All were in favor. Motion was unanimous.

4. **Public Meetings:**

a. Chip Pollard for the property located at Tax Map 25, Lot 19, 193 Union Square. Conceptual Review proposed change of use from an auto service facility to a restaurant use. Chip Pollard presented his plans to change the Corner Lot previously known as a garage/tow truck facility into a restaurant and would serve high end craft beer. This would include a taproom and a nice atmosphere. Brewing would not be done on site. More information will be forthcoming with a formal application sometime in February.

5. **Other Business:**

a. Community Development Updates – there were no updates.

c. **Commission/Committee Updates** – there were no updates.

Signature of the Chairperson/Vice-Chairman: _____ Date: _____

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