

HAMPTON PLANNING BOARD

MINUTES

May 2, 2012 – 7:00 p.m.

PRESENT: Fran McMahon, Chair
Mark Olson, Vice Chair
Tracy Emerick
Rick Griffin, Selectman Member
Keith Lessard
Mark Loopley
Brendan McNamara, Clerk
Jamie Steffen, Town Planner

ABSENT:

I. CALL TO ORDER

Chairman McMahon began the meeting at 7:00 p.m. by introducing the Board members and leading the Pledge of Allegiance to the flag.

II. ATTENDING TO BE HEARD

III. NEW PUBLIC HEARINGS

12-018 83-91 Ocean Boulevard

Maps: 290 & 293 Lots: 144, 145-1, 146-1; 8-1

Applicant: Richard Green

Owner of Record: JM Sanderson

Site Plan Review: Construct 36 residential condominium units & 6 commercial condominium units.

Impact fees waiver request, Section 5.5 d. and e. of the Impact Fee Ordinance.

Attorney Peter Saari appeared with Joe Coronati of Jones & Beach Engineering. Attorney Saari gave an introduction to the project. They have gone through the Zoning Board and obtained variances. This project will have 6 to 12 stores underneath. This site was approved for similar mixed use project a few years ago by the Planning Board after the Old Salt Restaurant burned down. The biggest advantage to this development is it's less deep between abutters and the building. The abutters should be reasonably content.

Mr. Coronati stated the parking area contains 42 spaces and they received a variance for that. They will be six feet from the abutters' properties. The lights from parking spaces should not shine into the units or into abutters' properties. The access to the building in the rear is through handicap spaces. There will be an elevator, mechanical room and a first floor lobby. There will be a sidewalk across the back of the building for access to the rear of the retail / commercial units. The first floor will be open to the public for commercial spaces. There will be eco-pavers 12 ½ feet wide in the front of the property. All 36 residential units will have balconies and ocean views. The ZBA approved the variances with setting the building back 2 feet from the property lines which is shown on the latest plans. It has gone through the Plan Review Committee. CMA Engineers has responded with a second round of comments and there are a couple of open items that will be addressed. The handling trash

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disposal was discussed. Trash rooms have been added outside the building, and the owner would like roofs over the trash rooms. The large green trash containers were discussed. They feel there should be enough room to house them. The developer would like everything enclosed with roofs. There is also trash storage proposed under the backside of the stair cases. Mr. Lessard stated that they need to check with Fire Dept. on that. Mr. Coronati will do that. Mike Whitcher, the builder, was in attendance as well. There will be six commercial spaces right now but it could be more or less. The utilities are designed and existing sewer services are provided. There are four sewer services. The water service will come from K Street; electric will come in from K Street. Plans are with Unitil. The transformer location was discussed. The drainage system will be under the parking lot. The lot will be standard asphalt with catch basins, etc. The site is gravel now; no high water table. The test pits have been performed. Snow storage was shown on the plan. Mr. Coronati explained that depending on usage of the parking lot, snow may need to be removed from the site by loader and dump truck. If the building is half occupied in the winter, the snow may be stored on the parking lot down in the corners near the catch basins so as it melts it will run into them.

Mr. Coronati indicated that they need to hear back from the Fire Department and Public Works on the plan revisions. There are issues with public parking spaces on J & K Street. Closing off two parking spaces on J Street and relocating them onto K Street was discussed. This has gone to the Selectmen but no decision has been made yet. They still need to go to the HBAC for an advisory design review and they are willing to do that. They want to come back to another meeting as they have other items to be taken care of and want to tighten up the project. They are looking for an additional month. There is a waiver request for the impact fees that Attorney Steve Ells will address.

BOARD

Mr. Loopley discussed the transformer and asked why it can't be moved closer to the mechanical room. The utility pole location was a factor. Mr. Loopley does not leaving things up to Unitil. Mr. Coronati responded that they wanted a pole mounted transformer, but Unitil believes it will need to be a ground mounted transformer.

Mr. McMahon discussed problems with a previous project and the transformer issue. The noise of the transformer was a problem as well. The transformer is not within the building setback. Mr. Lessard is concerned with the light poles being on a narrow landscaped strip. The illumination of the property was discussed. Mr. Coronati responded that there is 8 foot-10-foot high trees being installed. The 14-foot decorative pole and its impact on abutting properties were discussed. Mr. Lessard discussed trees and planters shown on the architectural rendering in front and on the sides of the building and commented that those will not be put in there in real life. In front of the building, Mr. Coronati responded that there will not be a on the side of the building but they may do landscape planters in front. Creative grading was discussed. Mr. Lessard had a concern about icicles falling onto the sidewalk and how will it be addressed. Mr. Lessard discussed a landscaping plan and seeing an artist's rendering of how shrubs will be placed in relation to the parking. Mr. Coronati stated they've met with abutters and the developer would like to increase landscaping along

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the edge but it was too late to submit a new plan to the Board. Plantings have been changed and that's one of the reasons to come back in a month. Policing of short cuts through parking lot was discussed. A speed bump was discussed.

Mr. Griffin thinks the parking lot will still be busy in the winter. People will be renting them or using more than one parking space.

Mr. Olson brought up the transformer again. The two parking stalls on both ends seem questionable as to the turning radius. Mr. Coronati responded that vehicles may need to back in to those spaces. Mr. Loopley discussed the edge of pavers, the asphalt sidewalk and 10-minute loading zone on Ocean Boulevard. He asked to have it defined. Mr. Coronati responded that there is no true existing sidewalk - it's a paved shoulder of the road. He indicated that it's a 13 or 14 foot wide area for people to walk on. He further indicated that loading to the front door will need to occur. The problems with sidewalks and handicap access were discussed. Mr. McMahon stated the Hampton Beach Area Commission has recently discussed the need to have Ocean Boulevard reconstructed. It was suggested that they talk to the NHDOT about the sidewalk and curbing as well as checking the elevations. It was stated that the Board needs to look at this further for the hearing at this application.

Mr. McMahon mentioned trash collection. Mr. Coronati stated it will be private collection from the rear of the building. The retail businesses will use the Town trash pick-up at the front of the building. The residential units will be private pick-up. He explained that the trash containers have to be on private property but accessible by the Town. Mr. McMahon asked about recycling and Mr. Coronati responded that it will be part of the trash collection.

PUBLIC

Mr. Arthur Moody appeared. He asked about the existing lot numbers – the 4 lot that compose the site; they noted that they should all be 50 x 100 feet lots. Attorney Saari indicated that there were originally six lots. This will be one building. All existing interior lot lines will be eliminated according to Atty. Saari. It was asked if sale 5 J Street was consummated by the Town. It has not per Atty. Saari - he indicated that the Planning Board cannot make any decision tonight and the applicant is not looking for a decision. Mr. Moody then asked about compliance with deed restrictions on the leased lots. Attorney Saari indicated that they will not affect the property. Mr. Moody asked about boundary walls or fences in the plan. Mr. Coronati responded that there are retaining walls. The Town deed restrictions were discussed and the 3' height restriction for retaining walls.

Mr. John Nyhan, Chairman of HBAC, spoke. He stated that he is in support of the project. He indicated that the HBAC has some concerns, and at an informal meeting he had with Chuck Rage and Bob Preston they looked at a couple of things. He noted that the Master Plan encourages mixed-use developments like this one and he feels it fits in with the look of Ocean Boulevard. He indicated that the Mrs. Mitchells rebuild looks beautiful and he believes this building will compliment that work. He indicated that he would like to talk to the builder and architect further about the building design.

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Mr. Steffen stated assembling the lots can be taken care of by a voluntary lot merger. It was noted that there is wording on the plan that the existing lot lines are to be abandoned.

Attorney Steve Ells appeared on behalf of Green & Co. (Richard Green), to discuss the impact fees waiver request. He discussed the ordinance on impact fees and the two specific reasons for this assessment of impact fees. He discussed departing from the formula, location of the project and the size of units. He indicated that there will probably not be year-round occupancy with school-aged children. He noted that thirty of the thirty-six units will be one-bedroom. The six larger units will be marketed as one-bedroom units with a den. They will be 1,166 square feet in size. The impact fees report provides a range of assessments for the project. The figure of \$1,898 should be used for the six larger units. The thirty small units should be at \$581 per unit. The ordinance was adopted by the Planning Board in 2004. The Planning Board adopted the flat fee, but both options are shown on Table 13. Mr. Ells asked what reduction will be appropriate as they won't be occupied on a year-round basis. He indicated that the Board may want to consult with its own consultant.

BOARD

Mr. Emerick asked if the condominium documents restricted the one-bedroom units from being rented. Mr. Emerick also asked about winter rentals. It was stated that they can be rented. It was stated that having people in and out diminishes the value but one or two month rentals for the summer would be okay. Mr. Lessard thought the Breckenridge project received a waiver which the Board should take that into consideration. He thinks the Board should compare the projects as part of the waiver request. Attorney Ells asked the Assessor to research the number of residential units that originally existed on the site. He thinks there were 14. Attorney Ells believes they should return in 30 days to give this request more time. It was noted that the applicant pays for the cost of the consultant. The builder is the declarant at first. After the units are sold, the developer turns the management over to the unit owners, whom elect a Board of Directors, and impose policies. They need to get approval by Attorney General's office as well.

Mr. Emerick asked about the consultant. Mr. Lessard would like it researched in-house if we have the skill set. Mr. Steffen can research what was done for the Breckenridge and talk to the Assessor. Mr. Olson does not see any point in bringing in a consultant. The Planning Board will continue with an internal review.

MOTION by Mr. Emerick to continue the site plan application to the June 6, 2012 meeting.

SECOND by McNamara.

VOTE: 7- 0 - 0

MOTION PASSED.

12-020 Drakeside Road

Map: 172 Lot: 13

Applicant: First Hampton Associates, LLC

Owner of Record: Same

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Amended Site Plan & Special Permit Applications: Construction of two 9,200 SF, 24-unit multi-family structures with 102 parking spaces

Mr. Joe Coronati of Jones & Beach appeared along with Attorney Peter Saari of Casassa & Ryan. David White, the architect also appeared. The owner also appeared. The amended site plan proposal was discussed. This was approved for two buildings of 24 units each six years ago. It will still be for two, 24-unit buildings, but the size is reduced and parking for the buildings is changed. It's outside of the Wetlands Conservation District. They still need to deed the Town the parking area for the conservation easement land. Parking spaces were discussed. They obtained a variance for those regarding the setback. Abutters across the street have requested a rehearing, but it was denied in April.

Mr. Coronati stated that the previous site plan approval is valid until October of this year. The buildings have been made smaller, and the roof is lower than the previous approval. The pavement will be a porous system with some curbing. Storm water runoff was discussed. The proposed entrances were discussed. The parking spaces will no longer be under the buildings but outside. Before the wetland permit expired, the site was filled, but there is still a pocket of wetlands. The project does need a new wetland permit. Frank Richardson of the State Wetlands Bureau has indicated that he no concerns. The Conservation Commission does not have any major concerns.

Mr. Coronati noted that the patio was moved further from the road and the new location was discussed. Trash collection, dumpster location, snow storage, guardrail areas and retaining wall were discussed. The sidewalk that was previously approved was discussed. They need a new wetland permit.

Mr. White spoke about the building design. He noted that nothing has changed - it's still a 3-story building. The ceilings are eight feet high now, and the roof pitch is lower. The inside layout of the units was shown. There will be an elevator.

BOARD

Mr. McMahon asked about height on the prior approval. Mr. McNamara asked about the brick patio location being level with the parking lot and safety of people enjoying the patio. Mr. Coronati stated they can look at that and curbing. Mr. McNamara stated the existing parking lot for the conservation trail is messy and asked what the plan is to continue to keep it clean. Mr. Coronati responded that the lot has not been deeded to the Town yet so there is no one to maintain it. Mr. Steffen stated that it should be deeded to the Conservation Commission, but still maintain by the condominium association. It could be part of the O&M Plan. It was also noted that amendments to the deed would need to be made.

Mr. Jay Diener of the Conservation Commission appeared. He stated that he met Mr. Steffen and the Town Attorney on these issues. The conservation easement has been deeded to the Town. The parking lot hasn't been as of yet. The Conservation Commission would like it deeded to them. The owner of the property or condominium association would be responsible though for maintaining the parking lot and the language in the existing deed can be amended to reflect that. Removing hedge was discussed. The drainage easement for the

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Town is no longer necessary and is being eliminated from the deed. The owner of lot 172-13 is responsible for mowing the fields which needs to be done on an annual basis. Mr. Emerick asked why a private owner should maintain something on property that's going to be deeded to the Town. This was mitigation for the wetlands impact. This should be made a part of the O&M Plan document. Mr. Lessard asked about Town versus Conservation Commission ownership and what the benefit is to having the Conservation Commission own it. Mr. Deiner responded because it is conservation land and the transfer process is simpler.

Mr. Loopley asked about handicap parking spots being so far away. Roger Carna (sp) from First Hampton Associates discussed handicap access. The applicant will look into this. Moving the BBQ area was also discussed. Mr. Coronati stated it can be moved if the Board would like it to.

PUBLIC

Mr. Arthur Moody appeared. He stated that he is surprised that the Conservation Commission wants a parking lot owned by the Town whose liability will be the Town's in the name of the Conservation Commission. The Conservation Commission statute states it has to be in the name of the Town, not the Conservation Commission. They have one parcel/marsh in its name illegally.

Attorney Paul Pudloski appeared. He gave an overview of the abutters' concerns. He stated that he feels that his development is denser than Hampton Meadows. He explained that nineteen acres are unbuildable marsh and there is a two acre upland parcel in the marsh. He stated that it's not 25 acres; it's being sited on 3 acres. Traffic concerns were discussed. He asked if a traffic study had been done. He stated that Judge McHugh called this a country road back in an earlier decision. He further stated that Drakeside Road will be getting busier with Smuttynose Brewery being built up the road. He noted that California Property Management manages apartments. Snow storage was discussed – the stacking of snow will kill the lawn. The wetlands impacts were discussed. He stated that there should be concerns about pollution from vehicle oils getting into the marsh. The height of the buildings was discussed along with screening, lighting, dumpsters and trash collection. Mr. Loopley stated density can't be challenged because ZBA has already approved the variances. Atty. Pudloski responded that there are consequences the Planning Board needs to address even with the ZBA approval, such as where will the children play and where will people enjoy their outdoors. Parking areas in the wetlands was discussed.

Bill Gallagher of Hampton Meadows appeared. He gave examples of the density other other condominiums developments. He expressed concerns about a very small footprint for the actual building area.

Kreon Cyros of 100 Hampton Meadows appeared. He inquired about whether this development will be condominiums or apartments. The applicant's website indicated that they are apartment development / management company. He is concerned about the traffic impact of this proposal. He asked if the Planning Board was requiring a traffic study. He mentioned that there are insufficient shoulders Drakeside Road. He stated that the original developer was to put a walkway in and the Town will not plow sidewalks. Kids' safety was discussed. The increased traffic with the Smuttynose Brewery was discussed. He is also

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concerned about fire truck access - where and how will a ladder truck be able to get to the buildings. It was asked if the Fire Department could double check this area. He also noted even though this winter was lean snow year, his condominium association had to pay for snow removal in 2010-2011- so snow can become an issue.

Carol Pierce, of 73 Hampton Meadows and President of Hampton Meadows Association appeared. She asked about dumpsters and if they are visible from the road. She also asked about an on-site play area for children. Mr. Coronati showed the dumpster location. He indicated that trash removal will be private pick-up. For site lighting, LED lighting will be utilized. Lighting and security were further discussed. The buffer of trees on Drakeside Road was discussed. The height of the lighting poles was discussed - that will be checked on. Mr. Coronati noted that the conservation easement is seven acres of upland and grassed areas around the building. He thinks that is where the kids will play. A traffic study was done for the Drakes Appleton project. Snow accumulation, if excessive, will need to be trucked off site again. It was noted that the porous pavement should help with snow melting.

Ray Weaving (sp) appeared. He noted a concern about heavy rains and flooding of the parking lots. Mr. Coronati noted that the parking lot will be 10 feet above flood plain. Mr. Weaving also asked about dredging and excavation occurring on-site and whether there was a permit for that work. Mr. Coronati responded that it was test pits which do not require a permit.

Ann Diltz of 69 Hampton Meadows appeared. She asked about handicap accessibility. It was noted by the Board that the applicant has agreed to move the handicap spots to the other side of the building--right next to entrance. The ramp will still be in the backside of the building by code. She asked where the mailboxes are. They are internal in the building. She discussed children playing on the grounds and concern about skateboarding in the parking lot.

Arthur Moody appeared. He stated there was a ladder truck issue discussed at the PRC meeting on March 29th and abutters are not notified to hear of this concern. Chief Silver asked for a turning template for fire trucks to see if they can make the swing from the westerly entrance. It was noted that the Board has it. Note #20 was asked about on Sheet C-1 of the plan set. It's on the amended plan. It's on Sheet C4 now.

Grace Murningham of 101 Hampton Meadows appeared. She mentioned hearing coyotes are out in that area. She stated that she would not send anyone out there to play. She further stated that even dog walkers should not be there.

Mr. Coronati discussed the function of the porous pavement and elevation of the parking lot. Mr. McMahon stated an ongoing maintenance plan has to be provided to the Town with periodic vacuuming of the surface called for.

Mr. Kreon Cyrus discussed the rainfall and the 100-year storm.

Mr. Steffen discussed the density concern and explained the variance granted was not for density relief but for relief from the limit of eight (8) dwelling units per building. He stated that the development meets the lot size per dwelling unit requirement of 15,000 SF per unit. He explained that this application is an amended site plan application; it was originally approved by the Planning Board in 2005. He further explained that it was originally denied by the Planning Board in the spring of 2005; then appealed by the developer to the Superior Court and the Court ruled in the developer's favor. Traffic was the major issue at the time and he read

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aloud the Town's traffic consultant's opinion. The sidewalk that was installed along Drakeside Road was the remedy to the traffic concern expressed by the Board at the time.

Roger Cana (sp) from First Hampton Associates, LLC appeared. He stated that they are being built as condominiums. He's not sure what the market will do and they want to leave it open for apartments if that is what the market dictates.

Mr. Lessard spoke about the buildings having sprinkler systems. Mr. Lessard mentioned the traffic study. Mr. Steffen said the PRC met and the consulting firm stated a traffic study does not need to be done. Mr. Lessard asked for the Plan Review Committee minutes. Mr. Steffen stated he did not provide the Planning Board with the minutes but the committee's comments were included in the engineer's response letter that was provided to the Board in their binders. The meeting was held on March 29, 2012. It was noted that there was no final sign-offs yet from the Fire Department on the site plan review.

MOTION by Mr. Lessard to continue the site plan and special permit applications to the June 6, 2012 meeting.

SECOND by Mr. Olson.

VOTE: 7 – 0 – 0

MOTION PASSED.

12-024 52 Tide Mill Road

Map: 231 Lots: 6-1

Applicants: Brian & Lisa Arakelian

Owners of Record: Same

Special Permit: Planting of trees, bushes and shrubs in buffer zone

Mr. McNamara stated that the applicants have requested continuance but with no date requested.

MOTION by Mr. Lessard to continue the application to the June 20, 2012 meeting.

SECOND by Mr. Emerick.

VOTE: 7 – 0 – 0

MOTION PASSED.

12-025 7 Ocean Blvd.

Map: 296 Lot: 128-1

Applicant: Bryan Provencal

Owner of Record: Ann Lung, LLC

Site Plan Review: Construction of 360 s.f. deck & exterior door.

Waiver Request: Section V.E Detailed Plan-Site Plan

Mr. Loopley recused himself. It was noted that the Board has received a letter from the Town Manager on this case. Attorney Saari appeared with Bryan Provencal. The access easement was discussed. The Town received a deed from the Federal Government with an

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access easement. The plan that the Board has shows an approximate location of the easement that runs through the Ocean Wok building. Adding a deck to the building will not change the fact that the building is there.

Atty. Saari handed the Board plans that relate to the access easement. He discussed the plan with so-called “L strip” dated 1921. The Ocean Wok it was explained used to be The Harbor Grille. The location of the easement was discussed on those older plans. The owner’s deed does not show the easement. Attorney Saari has not done any further work on this. The building has been there since at least 1946 or 1947. This building has had additions on it since it's been the owner’s property. If the Federal Government takes the land back, then what would happen? The State, Federal Government and Town interests were discussed.

BOARD

Mr. Emerick agrees with Attorney Saari - property lines are a civil issue. Mr. Olson also agrees. It meets the setbacks. This was an issue when the Harbor Road condominium project occurred. Mr. Steffen discussed the quitclaim deed from the United States to the Town for the public park land. Mr. McMahan asked about getting a definite location of the easement. Attorney Saari responded that wasn't sure when the Harbor Grille was built. He noted that the Applicant would be at his own risk if he proceeds with this construction.

MOTION by Mr. McNamara to approve the site plan. Mr. McMahan asked if the Town Attorney had received Attorney Saari’s paperwork. He has not. Mr. Steffen stated that the waiver needs to be acted upon first.

MOTION by Mr. McNamara to grant the waiver request.

SECOND by Mr. Emerick.

VOTE: 5 – 0 - 1 (Mr. Lessard abstained)

MOTION PASSED.

MOTION by Mr. McNamara to approve the site plan, with the stipulation that the applicant knows that they are taking a risk in going forward with this work/project if it becomes an issue with the Federal Government where says it is their land or the Town’s land and they have to take it down.

SECOND by Mr. Emerick.

Mr. McMahan noted that he feels this should be continued for two weeks.

Mr. Provencal stated the Town Manager is dealing with the Feds and this could take a year to resolve. The Board noted that if it does not hear anything in opposition within the next two weeks, the motion will carry.

MOTION 4 – 2 - 0 (Mr. Lessard & Mr. McMahan opposed). MOTION PASSED.

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12-026 231 Mill Road

Map: 91 Lot: 3A

Applicant: Donald & Roseanne Tuholski

Owner of Record: Same

IMPACT FEE WAIVER REQUEST

Mr. Tuholski appeared. He stated that he would like the impact fee waived on the lot he purchased. Mr. Steffen stated the Board can grant waivers from the ordinance for certain situations. He stated that the approval for the subdivision was given in December of 2003 and the Impact Fee Ordinance was adopted in April of 2004. The lot was created before the Impact Fee Ordinance.

PUBLIC

MOTION by Mr. Loopley to waive the impact fee.

SECOND by Mr. Lessard.

Mr. McNamara doesn't want this approval to set precedence. He asked if the house sells in 20 years and the impact fee is on the books, does the new home owner not have to pay it - it's only if someone is going to build a single family home? He feels if he sells the property to a family the whole purpose gets washed away. The Board discussed the intent of the ordinance wording. Is the Ordinance applicable to the purchase of the lot or when construction begins? The Board felt it may need clarification - being approved before 2004 is the question. Mr. Olson thinks the lot is subject to the fee. Mr. Griffin discussed having the Town Attorney look at this. Mr. Lessard withdrew his second to the motion.

MOTION by Mr. Emerick to continue this to the May 16, 2012 meeting in order to get an interpretation from the Town Attorney.

SECOND by Mr. Olson.

VOTE: 7 – 0 – 0

MOTION PASSED.

It was noted to place this request first on the agenda.

IV. CONTINUED PUBLIC HEARINGS

V. CONSIDERATION OF MINUTES of April 18, 2012.

MOTION by Mr. Emerick to accept the April 18, 2012 Minutes.

SECOND by Mr. McNamara

VOTE: 6 – 0 – 1 (Mr. Loopley abstained)

MOTION PASSED.

VI. CORRESPONDENCE

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VII. OTHER BUSINESS

Mr. Steffen stated that he is attending a grant workshop on the sustainable communities funding at the LGC in Concord on Thursday afternoon.

Mr. McNamara discussed two subdivisions. Attorney's fees were discussed. What is the amount on the two applications we discussed? Mr. Emerick wants the attorney review to be just to make sure that the Planning Board approval matches what the applicant's plans and documents show. The Planning Board wants to discuss this further at the next meeting.

The status of Mr. Steffen's review was asked about by Mr. Griffin. He thinks it should be scheduled with Wanda in the Legal Department for a non-meeting. She can provide the Planning Board with the new Personnel guidelines. Mr. Griffin will ask Mr. Welch to set up a non-meeting two weeks from tonight.

Mr. Lessard asked about the Drift Motel and asked if documents were signed / recorded. Mr. Steffen stated no. Mr. Lessard asked if there were revised plans and if parking signs/issues were taken care of/removed.

Mr. Lessard asked again about the PRC minutes. Mr. Lessard would like to see them. He stated he feels the Planning Board is not getting things on time. He believes the Planner Memos should be out by the Friday before Planning Board meeting.

VIII. ADJOURNMENT

MOTION by Mr. Emerick to adjourn.

SECOND from Mr. Olson.

VOTE: 7 – 0 – 0

MOTION PASSED.

MEETING ADJOURNED: 10:12 p.m.

Respectfully submitted,

Laurie Olivier

Administrative Assistant