

Town of Milton
424 White Mtn Highway
Milton NH, 03851



Planning Board
PO Box 310
(p)603-652-4501 (f)603-652-4120

Meeting Minutes
May 21, 2019
6:30 PM

Members in Attendance: Lynette McDougall, Brian Boyers, Peter Hayward, Matthew Morrill, Ryan Thibeault Ex. Officio, Larry Brown Alternate, Bob Graham Alternate. Also in attendance, Bruce W. Woodruff, Town Planner
Absent Members: Joseph Michaud, Nick Phillbrook, (both excused)

Public Attendance: Chris Penta, Michele Penta, Ernie Creveling, Town Administrator

Chairman Boyers called the meeting to order at 6:35 pm.
Chairman Boyers brought Alternate B. Graham to the board as a full voting member in place of Joe Michaud. Chairman Boyers announced that B. Graham will become a full time member after swear-in later this week.

Public Comment: No public comments were made.

Public Hearing for Site Plan Determination for the proposed 950 sq. ft. expansion of an existing Retail Antique Shop; Christopher Penta Applicant, 1 Jug Hill Rd (Map 9 Lot 97)–
Chair Boyers asked Planner Woodruff if the application was complete. B. Woodruff stated that it was complete with regard to application, process, public notice, abutter notice, and fees. He stated that this application was requested to determine if the applicant needed to submit another site plan since nothing on the site was changing with their opening of the second floor space in the building. P. Hayward moved and L. McDougall seconded a motion to accept the application. Vote U/A. M. Penta then read their letter to the Board into the record, stating that they had received site plan review approval from the Planning Board in November 2018, but didn't know then if they were going to use the second floor for retail space. She stated that ZBA special exception approval had been given by the ZBA. P. Hayward asked what the Fire Dept. review consisted of and was told that it was a life safety punch list. M. Penta stated that they had already accomplished the punch list from the Fire Chief for changing from a class C to a class D mercantile, and that they discussed parking with the DPW Director. B. Woodruff explained that the DPW Director would be making sure the on-street spaces were working and that the parking demand stayed approximately equal to when the first floor only was opened. If it didn't and there was an issue with parking, the owner would be required to come back to the Board. B. Graham moved and R. Thibeault seconded a motion to not require a new site plan review and to approve opening the second floor space for retail sales. There was no further discussion. Vote U/A.

Status Update & Discussion on minor revisions to Exit 17 Gas & Convenience Store –
Owner, Yogi Patel. The Planner explained that there had been problems with erosion control and

sedimentation mitigation measures not being deployed correctly, but that it had been corrected and inspected. He stated that the owner rehired their engineer of record to perform construction engineering, and that the engineer had submitted a request for a minor revision. The request letter and plan showing differences was handed out. Woodruff told the Board that the result of this was a smaller footprint of impervious surface area while the storm water infrastructure was remaining as designed. There was discussion by the Board on whether the changes resulted in a better site design for storm water quality and if the retaining wall was still needed. Matt Morrill moved to accept the revisions as minor with the conditions that the engineer of record submit as-built plans after the project was finished, and that the owner provide documentation that the NH DOT has signed off on the changes. Seconded by B. Graham. There was no further discussion. Vote U/A.

Review & Discussion of Capital Improvement Program Project Submittals – B. Woodruff reviewed all the departments’ project submittals for the Capital Improvement Program that were submitted by the deadline of May 21st. The Board heard each request and asked questions that will be asked of each dept. head during their individual CIP presentations (as per the approved CIP Schedule). Board members had questions on removing Fire Engine 3 from the program; need and expediency of projects; if Town sells equipment/vehicles, why not keep them longer; Fleet Matrix ARC (Annual Required Contribution) increase question for DPW; Library project cost increase; boat motor estimated use and how it was obtained; and a state marine patrol question for the various Dept. Heads to answer. The Board then had a brief discussion about the scope and nature of the proposed Silver and Dawson Street Storm Water-Sidewalks-village parking project.

Continued Discussion/Review of draft replacement Subdivision -The Board continued their review of the draft proposed subdivision regulations beginning at Appendix A and ending with Appendix B. Woodruff noted that he would compare parts of the current regulations that needed to remain. He reviewed these with the Board. There were changes required noted in Appendix A, Section C regarding the issue of preservation of tree mass, of qualifying not invasive species, and of changing historic building language. Alternate L. Brown asked whether the draft regulations contained requirements for bicycle paths and pedestrian paths, not just sidewalks adjacent to roads. Woodruff explained that there were in other sections. Appendix B had no changes and the Board wants that section moved to the body of the subdivision regulations, as opposed to remaining an appendix. Planner Woodruff will now make all changes and remove duplicate sections for the final draft which will be ready for review approximately two meetings from now. The Board indicated they will schedule the public hearing after review and any required revisions are completed.

Town Planner Comments: B. Woodruff stated that there is a lot merger document that the Board could review under other business since there is no public hearing component to mergers. The Board’s role is simply to determine if the merger will be in line with the zoning ordinance and to authorize the Chair to sign the merger document.

Approval of Minutes: The May 7, 2019 draft meeting minutes were reviewed. R. Thibeault moved to approve as written. B. Graham seconded. Vote U/A.

Other Business: The lot merger document for Gsay and Onekeo Latsapany proposing to merge 90 and 96 Lakeside Drive lots was reviewed by the Board. Woodruff noted that no zoning discrepancies would exist with this merger of lots. B. Graham moved and Matt Morrill seconded a motion to authorize the Chair to sign the merger document. There was no discussion. Vote U/A.

B. Graham moved to adjourn. R. Thibeault seconded. All were in favor, motion carried. The meeting was adjourned at 8:24 PM.

Respectfully submitted,

Bruce W Woodruff
Town Planner