

PLANNING BOARD MINUTES

July 14, 2021

APPROVED: 7/28/21

AGENDA: CONTINUED MINOR SITE PLAN - 21MSP07: RUSSELL HERTRICH, Lake Street, #216-022

ATENDING: Denice DeStefano (Chair), Don Milbrand (Sel. Rep.), Betty Seeler, Jackie Elliott, Bruce Beurivage (Alternate)

ABSENT: Randall Kelley

OTHER: Christina Goodwin (Land Use Manager), Lindsay Thompson (Land Use Administrative Assistant), Eugene Ianniciello (Abutter – Zoom phone)

Roll call showed a quorum present. Mrs. DeStefano named Mr. Beurivage to sit in for Mr. Kelley.

MINUTES OF JUNE 23, 2021:

The minutes were not ready and were continued to the next meeting.

CONTINUED MINOR SITE PLAN: RUSSELL HERTRICH, Lake Street, #216-022

Mrs. DeStefano went over the concerns from the last meeting and noted that the Board had motioned that the antique signs would be considered structures. Mr. Hertrich has amended the site plan, reducing the original request from 17 structures to two (2) to be located: one in front of his building toward Lake Street and the other 20 feet from the boundary of his property and his abutter's property (Mr. Ianniciello). Ms. Goodwin also pointed out the area where he would want to place a proposed business sign.

Mr. Hertrich stated that he is to sand blast the Texaco signs and repaint them. He feels that his plan has economic value for the town. He mentioned that he tried to sell or rent the property for a year with no luck so he started using the property for his own stuff. He wants to decorate the property to look like an old Texaco station.

Mrs. DeStefano asked if the sign toward Lake Street is on the building or free-standing. Mr. Hertrich answered that it will independently stand. Mr. Beurivage asked how high these structures will be and was told 17 to 18 feet tall and illuminated. Mrs. DeStefano asked how they will be lit, and Mr. Hertrich said by gooseneck lights that will be down-lit. Mr. Beurivage asked if he would be taking down what is on the building and was told that there would be no need to keep them. Mr. Beurivage stated that all the other businesses are only allowed one sign. The Board checked to see that the sign by the abutting property was out of the setback requirements, and it was. Mr. Beurivage felt that giving the appearance of a gas station will cause a traffic hazard as there is a continuous curve in this location. He appreciates the antiques but does have concerns about them as well. He also noted that Mr. Hertrich is showing six (6) trucks, not five (5) as the State allows. Ms. Goodwin pointed out that the Town's Ordinance allows the six (6). Mr. Beurivage is also concerned that the entrance to this property is from the abutting property.

Mr. Hertrich responded that the other businesses have one (1) sign for selling and that his is just for decoration. A discussion followed and then Mr. Hertrich stated that he may not sell anything, and he could register the trucks. Both Ms. DeStefano and Ms. Goodwin stated that they must be registered and road worthy, otherwise, they are under the junkyard rules. There can be no more than six (6) vehicles in public view for the restoration of vehicles. Ms. DeStefano also advised the Board that they can limit the lighting times.

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HERTRICH MINOR SITE PLAN continued:

Mr. Ianniciello was recognized, and he stated that he does not want the lighted sign along his side of the property. People don't want to rent with a lit sign facing them. He has no problem with the sign facing the street or with the vehicles. He felt it would be better for the sign structure to be in the open field. He also likes the old cars. Ms. Goodwin did note that the abutting sign has been moved to 20 feet from the boundary line, so it is not in the setbacks.

At this point, Mr. Milbrand arrived and was updated on the discussion thus far. Mr. Hertrich then asked if he could continue his case to September as he will be away in August. The Board advised that the applicant is allowed to continue as many times as they would like. B. Seeler made a MOTION, second by J. Elliott, TO CONTINUE THE MINOR SITE PLAN REVIEW TO SEPTEMBER 8, 2021, AT 7:00P.M. The motion CARRIED 5-0.

REVISED BYLAWS:

The Bylaws were reviewed and amended by updating time frames for election of officers from April to March, Page 4 - Section 7 - combine #2 and 3 into one, Page 6 – Forms – Line 1 - insert a space between "of" and "the", Page 8 - Article IX - #1 - 3rd line - remove "and the Land Use Department" and add a space between "Board" and "Commission", Page 9 - Section 2 - the spacing is to be fixed and Page 2 - Section 4 – change Select Board Member to Select Board Representative.

B. Beaurivage made a motion, second by B. Seeler, to approve the by-laws as revised. The motion carried 5-0.

SUBDIVISION FORMS:

The Board reviewed the Subdivision forms.

Instructions

Ms. Goodwin pointed out that the abutters notifications must be verified by the Land Use Department and a typo under the Mylar bullet. Mr. Milbrand pointed out a typo under the expiration date paragraph, changing cannon to cannot. And once the Town is updated to .gov it will be updated throughout the instructions.

D. Milbrand made a motion, second by J. Elliott, to approve the Subdivision Instructions as amended. The motion carried 5-0.

Application

Mrs. DeStefano pointed out that the fees are now on the front page. Ms. Goodwin asked that the first line (phone and e-mail) be moved up to the 1st page. It was mentioned that any change would need to be approved by the Select Board. Mrs. DeStefano asked to add a Floodplain check box and Ms. Goodwin asked to add Proof of Representation checkbox.

J. Elliott made a motion, second by B. Beaurivage, to approve the Application as amended. The motion carried 5-0.

Checklist

The parenthesis under Information is Provided will be removed. When the Town updates to .gov it will be updated. Under #5, the Scale is already listed under #6, so it will be removed from here. #7 will be removed as the Vicinity Map is really a Locus Map already asked for under #6. Typo under #8 will be

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SUBDIVISION FORMS continued:

corrected. Under #9 the similar facts bullet will be removed. Under #19, it will be updated to three (3) copies. Approval block sample is on the application, so it will be removed from the checklist.

D. Milbrand made a motion, second by J. Elliott, to approve the checklist as amended. The motion carried 5-0-0.

COMMUNICATIONS: None.

REPORTS:

Historic District Commission – Did not meet.

Select Board – Continuing with the Sewer project.

Capital Improvements Program Committee – Meet in August.

Land Use Department –

The two (2) new employees have started. Cheryl Herbert is the Shared Administrative Assistant who works five (5) hours on Mondays with the Highway Department and 24 hours on Tuesday, Thursday and Friday for Assessing and reception. Lindsay Thompson is our Land Use Administrative Assistant, and she works Monday through Friday.

Ms. Goodwin and Ms. DeStefano advised the Board of our Town Attorney concerns with members talking with other members of the Planning Board about cases outside of the meeting. All questions or added information should go to the Land Use staff for verification or to get added information for the meeting. The staff can distribute information to the Board, but there is not to be any group or member response via email. Members should also be careful about discussions with members of the public about open cases. Members can drive by a property or go on it if the applicant has checked off the permission box on the application. Members should also be careful about visiting properties as a group. Quorums require that the visit be posted, and minutes taken. Members can ask the Land Use staff to get additional pictures, if they wish. The Staff tries to get as much information as they can for the Board before the meeting.

Ms. Goodwin also mentioned that the Select Board has adopted a Social Media Policy that the Planning Board should be aware of. They should be careful about answering questions on social media and giving opinions about cases.

Mrs. DeStefano reminded the Board that we now must have a quorum of three (3) attending in-person for a meeting to be held and it is important that members let staff know about their attendance ahead of time.

NEXT MEETING: The next Planning Board meeting will be held July 28, 2021, at 7:00p.m. It is a workshop meeting, and we shall be discussing Sexually Oriented Business Ordinance, Tenting, and the Corridor Commercial District expansion. Mr. Milbrand may have something on Mixed Use.

With no other business to discuss, B. Beurivage made a motion, second by B. Seeler, to adjourn at 8:42 p.m. The motion carried 5-0.

Respectfully submitted,
Jan Laferriere
Land Use Associate