

APPROVED

**PLANNING BOARD
PLANNING BOARD MONTHLY MEETING
PUBLIC HEARING CAPITAL IMPROVEMENT PLAN (CIP)
Tuesday, November 23, 2021 – 6:00PM
Lincoln Town Hall, 148 Main Street, Lincoln NH**

Due to the current evolving status of COVID-19, this meeting will be a hybrid meeting to be presented both in person with social distancing encouraged (space limited to 8-12) and via ZOOM Video Conferencing to allow for town wide participation. A quorum of the members of the board will have to be physically present at the meeting. All others are encouraged to attend via ZOOM.

Join Meeting via Zoom:

<https://us02web.zoom.us/j/84125699656?pwd=NlpMTERWZFdZZWNzTGZzSGErUHZoQT09>

Meeting ID: 841 2569 9656

Passcode: 914246

Or dial by your location 1-929-205-6099 US (New York)

(See also town website www.lincolnnh.org for the same link, meeting ID and passcode.)

I. CALL TO ORDER by the Chairman of Planning Board (PB) James Spanos

Present: Chair James Spanos, Selectmen's Representative O.J. Robinson, Member Paul Beaudin

Excused: Vice Chairman Chenard, Stephen Noseworthy, Mark Ehrman

Staff Present: Fire Chief and Code Enforcement Office/Health Officer/Zoom Host and Moderator Ronald Beard, Planner Carole Bont, Planning Board Recorder Judy Sherrieff (via Zoom)

Guest: Iain Grant, nonresident at 207 Daniel Webster Highway, North Woodstock, NH 03262 & Assistant to Callum Grant, Project Manager for Clarks Trading Post, 116 US Route 3 (Daniel Webster Highway), PO Box 1, Lincoln, NH 0001.

II. CONSIDERATION of meeting minutes from:

- **November 10, 2021**

Motion to pass over consideration of meeting minutes from 11-10-2021 by Member Beaudin

Second Selectmen's Representative O.J. Robinson

All in favor

III. CONTINUING AND OTHER BUSINESS (Staff and Planning Board Member/Alternates).

IV. NEW BUSINESS.

A. Public Hearing re: Proposed Capital Improvement Plan Budget.

Motion to open for public comment by Member Beaudin

Second Selectmen's Representative O.J. Robinson

All in favor

No public comments.

Motion to close public comment by Member Beaudin

Second Selectmen's Representative O.J. Robinson

All in favor

Motion to adopt CIP as presented by Member Beaudin

Second Selectmen's Representative O.J. Robinson

All in favor

B. Conceptual for US Cellular One Building:

Presentation:

Iain Grant, Assistant to Callum Grant, Project Manager for Clarks Trading Post, said Clarks Trading Post is considering purchasing the lot with the address of 231 US Route 3 (Tax Map 108, Lot 030) from John Murby d/b/a Cell LL, 90 Chauncey Avenue, Manchester, NH 03104 and converting the old US Cellular One building into residential housing for employees of Clarks Trading Post.

Iain Grant explained that Clark's Trading Post plans to purchase the US Cellular One Building and use it for employee housing. The Cellular One building is already an existing "Business Use" or commercial use. There is a second building on the same lot that is an existing "Residential Use" "Single Family - Detached" building. Clarks Trading Post is considering purchasing both buildings to use for J-1 employee housing. Iain Grant said he is curious about the process of getting the use changed from a "Business Use"/commercial use to a "Residential Use".

Note: What is a J-1 Employee?

A J-1 visa is a non-immigrant visa issued by the United States to research scholars, professors and exchange visitors participating in programs that promote cultural exchange, especially to obtain medical or business training within the U.S. All applicants must meet eligibility criteria, English language requirements, and be sponsored either by a university, private sector or government program. 353,300 J-1 visas were issued in 2019.

https://en.wikipedia.org/wiki/J-1_visa

Discussion

The Planning Board reviewed the current Land Use Schedules in the Land Use Plan Ordinance (LUPO) to determine the type of existing use for each building on the lot. There are two (2) buildings on the lot. Currently, the Cellular One building is being used as a “Business Use” for “Retail, Consumer Service, or Other Business Non-Industrial Use other than above which does not qualify as a Home Business”. Currently, the single-family residence building is being used as a “Residential Use” “Single – Family Detached” residence.

The Planning Board is concerned about not creating any additional short-term rentals. The Board wanted to know what the building would be used for once the J-1 students leave to return to school in September. Iain Clark explained that Clarks Trading Post is considering offering the housing to Loon Mountain Recreational Ski Area or any other local business that may need housing for their employees during the winter months, as Clarks Trading Post does not need housing for employees in the winter months.

Member Beaudin asks if this proposed use could be considered a Boarding/Rooming House. Planner Bont believes that a boarding house would be allowed in the General Use (GU) District, but that converting a business use to a “Boarding House” would require Site Plan Review.

Iain Grant asked about the amount of people that would be allowed in a “Boarding House”. The Planning Board responded that the total number of people allowed in a “Boarding House” would be twelve (12) people per the NH Fire Safety Regulations. The Planning Board recommended that Iain Grant call the US Cellular One building a “Boarding House” and the adjacent house would remain a residential property.

The Planning Board agreed that if the Clarks Trading Post planned any changes to the exterior of the building that may be problematic because the buildings already were over the setback boundaries of the lot.

Iain Grant asked about the fire prevention requirements for a boarding house. Fire Chief Beard replied that a tri-plex would require a sprinkler system and he would need to look up the requirements for a single dwelling unit based on the two hundred (200) square feet per person rule.

Recommendation from the Planning Board

The Planning Board suggested that when Clarks Trading Post is ready to move forward, they should come before the Planning Board for Site Plan Review approval. The entire property which includes the US Cellular One building and the single-family dwelling building would require Site Plan Review approval. The Planning Board agreed that conversion of the US Cellular One building to a boarding house would allow for more flexibility than converting the property from a commercial use to a residential use.

V. PUBLIC PARTICIPATION AND OTHER BUSINESS:

No public participation or other business.

VI. ADJOURNMENT

**Motion to adjourn by Member Beaudin
Second Selectmen's Representative O.J. Robinson
All in favor**

Respectfully submitted,

Judy Sherriff
Recording Secretary

Date Approved:

12/13/2021


Chairman Spanos