

**LINCOLN PLANNING BOARD
REGULAR MEETING MINUTES
TUESDAY, APRIL 10, 2013 – 6:00PM
LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN NH**

APPROVED

Present: Chairman Pat Romprey, Vice-Chairman Jim Spanos, Clerk John Hettinger, Selectman O.J. Robinson, Paula Strickon and Norman Belanger (alternate).

Members Excused: None.

Members Absent: None.

Staff Present: Town Manager Alfred “Butch” Burbank, Planning and Zoning Administrative Assistant Carole Bont

Guests: Taylor Beaudin and Marcus Corey

I. CALL TO ORDER: by Chairman Pat Romprey at 6:00 P.M.

Mr. Romprey called the meeting to order.

II. CONSIDERATION OF DRAFT MEETING MINUTES FROM:

- March 13, 2013

The Board discussed the minutes. John Hettinger proposed a number changes (see attached page). The Board approved the proposed amendments.

Motion: “To approve the minutes of March 13, 2013, as amended.”

Motion: Hettinger.

Second: Spanos.

Paula Strickon abstained because she was absent from that meeting. Motion carried (3-0).

III. CONTINUING AND OTHER BUSINESS.

- A. Motion: “To Approve Amendments to the Lincoln Site Plan Review Regulations in accordance with results of public hearings and Town Meeting on March 11, 2013”.**

Motion: Spanos.

Second: Hettinger.

Motion carried unanimously (4-0).

- B. Invitation for May 22, 2013 meeting for Building Code Officers was confirmed.**

- C. *The Board discussed Town Counsel Peter Malia’s recommendation that the Board consider adopting Revised Planning Board Rules of Procedure using the model provided by NH OEP.***

Motion: To ask Town Counsel Peter Malia to review the recommended Model Rules of Procedure, compare them to our present Planning Board By-Laws to determine the differences and make recommendations for proposed changes.

Motion: Hettinger.

Second: Spanos.

Motion carried unanimously (4-0).

D. NH OEP - 19th Annual Spring Planning & Zoning Conference – Saturday, May 11, 2013 at the Radisson Hotel in Manchester, NH. Carole Bont, Norman Belanger and Taylor Beaudin plan to go.

E. Continuation of Old Business

1. **Subdivision (Prior) Case #2012-5:** Approve Updated Subdivision Plans with hammerheads replacing cul-de-sacs and updated ownership information. Planning Board already approved and recorded the plans with the two hammerheads replacing the cul-de-sacs. This plan is a larger view plan showing all of the hammerheads in context of their development along with the new name of the “Saber Mountain Partners, LLC” is now “Saber Mountain Landing, LLC”.
 - a. **Map 132, Lots**
 - b. **Address: Black Mountain Road**
 - c. **Applicant:** Saber Mountain Partners, LLC Now Saber Mountain Landing, LLC.
155 Main Street
PO Box 820
Lincoln, NH 03251
 - d. **Proposal:** Requesting to record an updated overall subdivision plan with hammerheads replacing the cul-de-sacs and new name of Saber Mountain Landing, LLC.

The Planning Board discussed the problem this development and other developments cause by further restricting public access to the Pemigewasset River. Now there is no place for the locals or tourists to park out there, adding to the challenges that arise between the local population and those who develop the land. Although unfettered access to the Pemigewasset River is an integral part of the Village Core Plan, by approving developments along the Pemigewasset River we are restricting the public's access to the River more and more. The Developer has been putting tickets on people's cars that are discovered parked out there near Wanigan Road. The Board discussed the problem, but did not propose any solutions.

Motion: To approve the updated subdivision plan plat with hammerheads replacing cul-de-sacs and updated ownership information for Saber Mountain The Landing, LLC, (formerly Saber Mountain Partners, LLC).

Motion: Spanos.

Second: Hettinger.

Motion carried unanimously (4-0).

IV. OLD BUSINESS.

The Board discussed a Cease and Desist Letter of Violation dated December 5, 2011, addressed to Mr. William Conn for Lincoln Trucking and Excavating, alleging that he was in violation of the Lincoln's Land Use Plan Ordinance and the Planning Board's Site Plan Review Regulations because he had "started an excavating company" which constituted a Change of Use from a residential use to a non-residential use in the Rural Residential Zone, requiring a variance from the ZBA. He was asked to Cease and Desist the use within 10 days until the proper approvals were obtained.

Upon further review, the Board agreed that all of the heavy equipment on site is comprised of registered vehicles, owned by the property owners of Map 110 Lot 015. There is no prohibition against parking your own registered vehicles on your own property. There is no substantial stockpiling of excavating or construction materials on the site. The only outstanding issue for that lot is to obtain a curb cut from the State of New Hampshire, which is not within the purview of the Lincoln Planning Board of Zoning Board. No ZBA variance for a change of use is needed.

Motion to rescind the Cease and Desist Letter dated December 5, 2011, and delete the letter from the Town files.

Motion: Robinson.

Second: Hettinger.

Motion carried unanimously (4-0).

V. NEW BUSINESS

A. Conceptual Consultation – Marcus Corey on behalf of the Loon Christian Ministries

Loon Christian Ministries ("Ministry"), represented by Marcus Corey, is looking for a suitable home near or just off the downtown portion of Route 112 in Lincoln to use as a parsonage. Marcus explained the needs of the Loon Christian Ministry. The Loon Christian Ministry is nondenominational. Their ministry services are held outdoors which most of their parishioners view as the epicenter of their true "church". In the winter they meet on the deck at Loon Mountain with their skis and snowboards on. In the summer they meet in the outdoor amphitheater up at Loon.

The Ministry does not need a traditional "church" building, however, not everything their ministry tries to do can take place outdoors. First, there is no place for the minister and his/her family to live. Second, Mr. Corey has been providing significant outreach to the 800 or so people

who work up at the mountain as well as to those who visit the mountain. Part of his ministerial strategy is to offer home-cooked meals for people who find themselves alone up here far from their family and other traditional support systems. Consequently, he frequently hosts home-cooked meals and would like to continue to do so as part of his ministry outreach services. Third, because of the unusual nature of their ministry connected with a resort area and holding services outdoors, lots of other ministry groups interested in their concept are asking to come and see how the Loon Ministry manages their “church”. He would be hosting a number of interns (up to 4) every season. Fourth, the ministry would like to host missionary families who are in the US on leave for short periods of respite of anywhere from a weekend to a week at a time.

To meet its ministry needs, the Loon Christian Ministry would like to find either:

- 1. A lot big enough to build a parsonage on; or*
- 2. A large enough house to convert from a Single Family Residence into a combination of a:*
 - a. 2000 square foot residence for the parson and his/her family,*
 - b. A great room of approximately 1,000 square feet; and*
 - c. A combined accessory apartment & bunkroom area of approximately 3,000 square feet.*

In the Ministry’s concept, the parson and family would live in a residence on one side of the great room. The great room would be used for mid-sized gatherings that the Ministry cannot hold outside such as for serving “hot home-cooked meals” or for trainings. It would work best for the Ministry if the “Accessory Apartment” were on the other side of the great room. The Ministry would use the Accessory Apartment to house between 2 and 4 interns at any one time. The Ministry would use the one or two large open spaces above or below the accessory apartment to house bunk rooms for missionary families looking for a week or so of respite and/or ministry leadership groups or youth groups of up to perhaps 9 people to stay for between 1-4 days at a time.

The property presently owned by Scott W. Bartlett and Sharon A. Bartlett (23 Conn Drive) is structurally perfect for the Ministry’s purposes; however, the property is located on a small dirt shared dead-end driveway in a residential neighborhood in the Rural Residential Zone. When they learned about the proposed parsonage the neighbors were accepting of the idea at first, however, they became less so when they learned about the proposed intensity of use. Based on the Land Use Plan Ordinance presently in place, the parsonage use would probably be allowed on Conn Drive, however, Mr. Corey wants to avoid the negativity that might result from the more intensive use and parking issues associated with his plans.

The Ministry is looking to expand its catchment area beyond Loon Mountain to include the communities of Lincoln and Woodstock. The Ministry feels that to better serve the community they need to be located somewhere near the center of Lincoln in the vicinity of the downtown area on Route 112. The reason for this location is to serve the 800 or so workers at the resort who would drive along Route 112 through the downtown on their way to their residences. They would be able to more easily make a better choice between stopping off at a bar after work and stopping off at the parsonage for a home-cooked meal.

The Ministry is also looking to contribute to the community in nontraditional ways. Mr. Corey spoke about assisting with a skateboard park at the community center property and assisting with the community garden. He informed the Board that he spoke to Recreation Department members – Tara Tower and Heather – about possibly using the community building for larger gatherings during times when the community building is not in use – on the weekends and in the evenings. The Ministry overflow needs would not conflict with the present use of the community building.

The Planning Board acknowledged that the Land Use Plan Ordinance has some gray areas in the Ordinance that might allow the parsonage as an accessory use plus a “tourist home-like” use in the Rural Residential Zone. When the Planning Board drafted the ordinance they were not thinking about an intensive use like Mr. Corey was speaking about. They were thinking about the intensity of more traditional church uses. Given the proposed intensity of the parsonage use, they agreed that there would be parking and traffic issues at the Bartlett site. Strickon asked Corey about his blog where he indicated that he hosted about 300 guests – some for meals, some for overnights, in the course of a month. Mr. Corey acknowledged this use and asked for the Board’s guidance in finding an appropriate place for his parsonage.

Mr. Corey talked about some of the properties he had investigated. He asked if the Town of Lincoln would be willing to lease an acre of property for the Ministry to build on. The Board did not think the Town would be able to either sell or lease land to the Ministry without a lengthy legal process. The Board and Mr. Corey talked about the high cost of property within the General Use Zone along Route 112. Mr. Corey has inquired about a number of properties in that area. Unfortunately, most properties within that area are asking for close to \$1,000,000. That price would be out of the financial reach of the Ministry.

Members of the Board suggested that Marcus Corey meet with OJ Robinson in his role as a realtor as well as other realtors, to see what kinds of properties they would have available for sale that could meet the Ministry’s needs.

The Board clarified that once Marcus Corey had an application pending before the Planning Board individual members of the Board could not discuss the matter with him because they are sitting as a quasi-judicial capacity in reviewing his application. If the Ministry does not have a pending application they can contact OJ as a realtor to help them find suitable property for the parsonage.

VI. PUBLIC PARTICIPATION AND OTHER BUSINESS: Public comment and opinion are welcome during this open session. However, comments and opinions related to development projects currently being reviewed by the Planning Board will be heard only during a scheduled public hearing when all interested parties have the opportunity to participate.

A. The Planning Board discussed whether the Town of Lincoln’s Land Use Plan Ordinance is “restrictive” or “permissive”. Carole Bont will look into it and let them know.

V. REVIEW AND COMMENT on the MATRIX REPORTS and OPEN FILES pertaining to:

The Planning Board reviewed the following permits. The Planning Board did not have to do anything with these files. Permits have been granted as indicated.

A. Land Use Permit Applications

1. **LU Case #12-26:** Land Use Plan Ordinance Permit granted for Construction of a 12'X8: shed to house a wood boiler for heating. Electric and heat piping is buried 2' underground in a trench about 16' long. The shed will be positioned 18' from the abutting property line.
 - a. **Map 117, Lot 058**
 - b. **Address:** 31 LaBrecque Street
 - c. **Applicant:** David & Vicky Harrington
31 LaBrecque Street
Lincoln, NH 03251
 - d. **Owner:** David & Vicky Harrington
31 LaBrecque Street
Lincoln, NH 03251
 - e. **Note:** Fire Chief approved location of the shed.
 - f. **Estimated Cost of improvement:** \$?
2. **LU Case #13-07:** Land Use Plan Ordinance Permit for Wood Storage Shed for James Martin granted.
 - g. **Map 117, Lot 058**
 - h. **Address:** Boyle Street – access off Pollard Road.
 - i. **Applicant:** James Martin
205 Pollard Road
Lincoln, NH 03251
 - j. **Owner:** James Martin
205 Pollard Road
Lincoln, NH 03251
 - k. **Note:** There is no house on this lot. He is building the large (40'X16') wood storage shed first and then wants to build a house later.
 - l. **Estimated Cost of improvement:** \$2,000.
3. **LU Case #13-08:** Land Use Plan Ordinance Permit for deck & cement pad for future hot tub granted.
 - a. **Map M103, Lot 002.1 (L002.000.02)**
 - b. **Address:** 8 Kinsman Ridge Road
 - c. **Applicants/Business Owners:** John Nanai
131 Texas Hill Road
Plymouth, NH 03264
 - d. **Property Owner:** Gina Colangelo
8 Kinsman Ridge Road
North Lincoln, NH 03251
 - e. **Proposal:** Build a new wood frame deck on front (street side) of house. Deck

will be a maximum of 16' deep by a maximum of 35' wide and approximately 5' high. Decking & Rails will be composite PVC materials. Also will be concrete slab approximately 14'x14' on north side of house at bottom of deck stairs. Eventually the owner will put a hot tub on the cement pad.

- f. **Estimated Cost of improvement:** \$12,000.
4. **LU Case #13-09:** Land Use Plan Ordinance Permit for building a Single Family Residence on 16 Crooked Mountain Road granted.
- a. **Map M121, Lot 023**
 - b. **Address:** 16 Crooked Mountain Road
 - c. **Applicants/Business Owners:**
Cargill Construction Co. (William Cargill)
396 Route 49
Campton, NH 03223
 - d. **Property Owner:**
William Leaver and Ann Leaver, Trustees of
The 20 Marcalus Road #4 Trust55 Bayview Avenue
Salem, MA 01970
 - e. **Proposal:** Single Family Residence - 3 bedroom/3.5 bath
 - f. **Estimated Cost of improvement:** \$575,000.
 - m. **Paid:** Water and Sewer Tap Fees. \$5,100 (water)+\$3,000 (sewer)
5. **LU Case #13-10:** Land Use Plan Ordinance Permit for replacement of siding granted – renewal of LUP #12-06.
- a. **Map M117, Lot 121**
 - b. **Address:** 36 Lodge Road
 - c. **Applicants/Business Owners:**
Scott McIntyre, Assistant Property Manager of Lincoln Station Condominium Association, Inc.
36 Lodge Road
Lincoln, NH 03251
 - d. **Property Owner:**
The Lodge at Lincoln Station Condominium Association, Inc.
36 Lodge Road
Lincoln, NH 03251
 - e. **Proposal:** Replacement of clapboard siding with vinyl siding on back side of wings A&B – approximately 293 feet at The Lodge at Lincoln Station Condominium Association, Inc.
 - f. **Estimated Cost of improvement:** \$No Estimate.

B. Land Use Certificate of Compliance - None.**C. Land Use Subdivision and Site Plan Applications/Approvals**

1. Site Plan Review Application SPR #13-01 and Land Use Permit Application LUP #13-03. Site Plan Review Application of Marcus Corey for conversion of single family residence to parsonage on land of Scott and Sharon Bartlett - **WITHDRAWN**.

D. Sign Permit Applications

1. **Sign Permit SP #13-03** for Society for Protection of NH Forests granted.
 - a. **Map 117, Lot 053**
 - b. **Address:** LO Off NS Pollard Road
 - c. **Applicant:** The Society for the Protection of NH Forests – Gabe Roxby, Forester
54 Portsmouth Street
Concord, NH 03301
 - d. **Property Owner:** The Society for the Protection of NH Forests – Gabe Roxby, Forester
54 Portsmouth Street
Concord, NH 03301
 - e. **Proposal:** Rachel W. Adams Memorial Lot Wood Freestanding Signs (6'X1') and organizational sign (2.5'x1.5') for Society for the Protection of NH Forests.
2. **Sign Permit SP #13-04** for Purple Tomato granted.
 - f. **Map 113, Lot 003, Unit 2**
 - g. **Address:** 78 Main Street, Linwood Plaza, Unit 2
 - h. **Applicant:** The Purple Tomato – Susan Champagne
PO Box 1045
Lincoln, NH 03251
 - i. **Property/Leasehold Owner:** James and Susan Champagne
PO Box 1045
Lincoln, NH 03251
 - j. **Proposal:** Purple Tomato Vinyl Wall Sign (6'X2.5") on covered walkway.

E. ZBA Applications - None**F. Temporary Land Use Applications:**

1. **Transient Vendors Applications - None**
2. **Special Events Applications - None**

G. Violations – None

VII. ADJOURNMENT:

Motion to Adjourn.

Motion: Hettinger.

Second: Strickon.

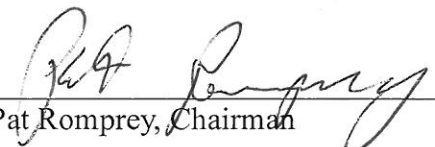
Motion carries unanimously by all members present (4-0)

The meeting was adjourned by at 7:15 pm.

Respectfully submitted,

Carole Bont, Planning and Zoning
Administrative Assistant

Dated: May 8, 2013



Pat Romprey, Chairman

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UNAPPROVED

Present: Chairman Pat Romprey, Vice-Chairman Jim Spanos, Clerk John Hettinger, Selectman O.J. Robinson, Paula Strickon and Norman Belanger (alternate).

Members Excused: None.

Members Absent: None.

Staff Present: Town Manager Alfred "Butch" Burbank, Planning and Zoning Administrative Assistant Carole Bont

Guests: Taylor Beaudin and Marcus Corey

I. CALL TO ORDER: by Chairman Pat Romprey at 6:00 P.M.

Mr. Romprey called the meeting to order.

II. CONSIDERATION OF DRAFT MEETING MINUTES FROM:

- March 13, 2013

The Board discussed the minutes. John Hettinger proposed a number changes (see attached page). The Board approved the proposed amendments.

Motion: "To approve the minutes of March 13, 2013, as amended."

Motion: Hettinger.

Second: Spanos.

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Motion: Spanos.

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Motion carried unanimously (4-0).

B. Invitation for May 22, 2013 meeting for Building Code Officers was confirmed.

C. *The Board discussed Town Counsel Peter Malia's recommendation that the Board consider adopting Revised Planning Board Rules of Procedure using the model provided*

Unapproved

Motion: Spanos.

Second: Hettinger.

Motion carried unanimously (4-0).

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IV. OLD BUSINESS.

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Comment [J1]: Not sure of proper wording here

Mr. Corey talked about some of the properties he had investigated. He asked if the Town of Lincoln would be willing to lease an acre of property for the Ministry to build on. The Board did not think the Town would be ~~inclined~~ able to either sell or lease land to the Ministry. The Board and Mr. Corey talked about the high cost of property within the General Use Zone along Route 112. Mr. Corey has inquired about a number of properties in that area. Unfortunately, most properties within that area are asking for close to \$1,000,000. That price would be out of the financial reach of the Ministry.

Comment [J2]: I thought there may be some legal restrictions limiting the Boards ability to sell or lease Town owned property therefore not sure of the word “inclined” here.

Members of the Board suggested that Marcus Corey meet with OJ Robinson in his role as a realtor as well as other realtors, to see what kinds of properties they would have available for sale that could meet the Ministry’s needs.

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