



Planning Board – Town of Spencer

Minutes

Planning Board Meeting
Tuesday, May 17, 2016 at 7:00 PM
McCourt Social Hall
Memorial Town Hall

Planning Board Members Present: Chair Robert Ceppi, Shirley Shiver and Jonathan Viner
Planning Board Members Absent: Maria Reed
Staff Present: Larry Smith, Town Planner, Monica Santerre-Gervais, ODIS Clerk
Staff Absent: None

Mr. Ceppi opens the meeting at 7:02 pm.

1. Public Hearing Continuation-Site Plan Review-

Charlie's Diner - Applicant: Christopher Gagne. Owner: Steven Turner. Location: 5 Meadow Road, Spencer Assessor's Map U11/12-1. The applicant is requesting a Site Plan Review under section 7.4 of the Zoning Bylaw in order to build an addition onto restaurant. The property is located within the Commercial zoning district.

Mr. Smith read aloud the continuance request letter from Christopher Gagne dated May 4, 2016. There was brief discussion in regards to the project being held up because of the Conservation Commission/NHESP which could require changes to their design.

MOTION: Ms. Shiver motioned to continue the public hearing until June 21, 2016

SECOND: Mr. Viner

DISCUSSION: None

VOTE: 3-0

2. Abbey Solar-

Mr. Smith explained that on the originals Planning Board's decision approving the Site Plan and Stormwater Permit the applicant was incorrectly identified as SJC Solar, LLC. After review, Mr. Smith confirmed that the applicant was, in fact, SJA Solar LLC, and that the reference on the Permit cover page to "SJC Solar LLC" was a clerical error only. In fact, the Certificate of Decision on Special Permit issued by the Zoning Board of Appeals for this same project was indeed issued to "SJA Solar LLC." Mr. Smith explained there needed to be a motion for the name revision.

MOTION: Ms. Shiver motioned to approve the name for the Cistercian Abbey Solar Farms filed with the Spencer Town Clerk on September 3, 2014 was intended to be issued to Applicant "SJA Solar LLC" per the Permit's cover page, that the Spencer Planning Board considers the Permit to be issued to SJA Solar LLC based on information included in the original application, and that the Town continues to consider the Permit in full force and effect despite the clerical error.

SECOND: Mr. Viner

DISCUSSION: None

VOTE: 3-0

Discussion on some Minor Plan Changes – Mr. Smith explained there have been a couple of on-site modifications to the original approved plans in particular whether the berm that was originally proposed to screen the project from the Abbey is still necessary.

Father Vincent Rogers, St. Joseph’s Abbey, and Chris Drexel, M&W Group, were present for the meeting to discuss. Father Vincent explained that since the solar panels have gone up there is hesitation to put up the berm because it would attract more attention and there would be added maintenance for the monks. In addition, Father Vincent said they had a vote on the matter and 75% of the monks felt they should skip putting up the berm on Manning Hill and possibly put in plants. Also, Mr. Drexel explained that the project has less soil available than expected and the berm would not be aesthetically pleasing. There are no abutters to the property and the screening was only for the St. Joseph Abbey.

There was much discussion in regards to alternate screening options.
The Planning Board members accepted the minor site plan change.

3. Stormwater Regulation Revisions-

Mr. Smith explained at a previous meeting that there needed to be some wording changes, below are the recommendations in bold italics:

3. PERMIT PROCEDURES (2nd paragraph)

“If a project requires multiple permits (i.e. Order of Conditions, Site Plan Review, Subdivision Approval, ***or Other Projects as specified in Sections A., B., and C. below***) from multiple permitting authorities (i.e. Conservation Commission, Planning Board, ***Utilities & Facilities, Zoning Board of Appeals***) all such permits must be applied for at the same time so that the various permitting authorities can coordinate their reviews and determinations of such projects.”

8. WAIVERS

The Stormwater Authority may waive strict compliance with ***sections of*** these regulations if: such action is allowed by federal, state and local statutes; is in the public interest; and is consistent with the purpose of the Stormwater Bylaw. Any applicant may submit, along with their Stormwater Permit Application, a written request for any waivers accompanied by supporting information explaining how the waiver will comply with the purpose of the Stormwater Bylaw. ***Any waivers approved by the permitting authority must be specifically noted in the Stormwater Permit issued.***

Ms. Shiver asked if Margaret Washburn was okay with the changes and Mr. Smith answered yes.

MOTION: Mr. Viner motioned to adopt the stormwater revision as suggested

SECOND: Ms. Shiver

DISCUSSION: None

VOTE: 3-0

4. Table of Use-

Mr. Smith briefly discussed the joint meeting between the Planning Board and Zoning Board of Appeals members in regards to the changes to Spencer's Table of Use. Mr. Smith read aloud the feedback from the Zoning Board Members. Allan Collette was not in favor of the changes. Dee Kresco emailed some changes she wanted. Mr. Smith handed out the Table of Use with the changes Ms. Kresco was requesting in red. It was determined that most of the changes Ms. Kresco asked for required site plan review, therefore, the Planning Board agreed on allowing the Zoning Board of Appeals to get bed and breakfast. Adam Gaudette, Spencer Town Administrator, asked Mr. Smith to finalize the Table of Use revisions.

5. Adoption of Minutes

- April 19, 2016
- April 27, 2016 (joint meeting)

MOTION: Ms. Shiver motioned to approve both minutes as written

SECOND: Mr. Viner

DISCUSSION: None

VOTE: 3-0

6. Town Planner Report/ General Board Discussion

Mr. Smith handed out a drafted solar bylaw. The Planning Board members are to review and provide feedback. The Planning Board members would like to know how many megawatts and kilowatts would be for small scale and large scale solar projects.

MOTION: Mr. Ceppi motioned to close the meeting at 7:41

SECOND: Ms. Shiver

DISCUSSION: None

VOTE: 3-0

Submitted by: Monica Santerre-Gervais ODIS Clerk

Approved by the Planning Board on: 6/21/2016

List of Documents used on May 17, 2016

Items sent to Planning Board prior to Meeting

Emailed copies:

- Agenda
- Memo from Larry Smith to Planning Board Dated 5/10/2016.
- Charlie's Diner continuance letter dated 5/4/2016 from Christopher Gagne
- Minutes for 4/19/16 and joint meeting minutes dated 4/27/16

Items submitted at the Meeting:

1. Larry Smith handed out Use Table, principle uses with Dee Kresco's requests.
2. Larry Smith handed out a draft solar bylaw