



**TOWN OF WILTON
PLANNING BOARD MEETING
DRAFT MINUTES**

DATE: October 5, 2016
TIME: 7:30 PM
PLACE: Wilton Town Hall Courtroom

PRESENT: Wilton Planning Board Members: Chairperson Jeff Kandt, Vice-Chairperson Sara Spittel, Tracey Ewing, Neil Faiman, Alec MacMartin, Alternate Bart Hunter (voting for Matt Fish), Board of Selectman Kermit Williams, NRPC Representative Stephen Meno, Clerk Elizabeth Morison

Present from Community: Rev. Robin Lunn, Shayna Appel, Ledger Transcript Ashley Saari, Harry Daily, Jennifer Beck, Linda Stowe-LaDouceur, Helen Bullard, Roger Ladouceur, Don Yonika, Dawn Tuomala Monadnock Survey, Inc, Mr. Quinn.

Public Hearing

Chairperson Kandt opened the public Hearing at 7:35 PM.

Public Hearing: PB SP03 0916 - Rev. Robin R. Lunn (applicant) and the Diocese of Manchester (owner) has submitted a Site Plan Review application to enable a proposed redevelopment of the historic church and rectory on Lot K-72, 47 Maple Street. Specifically proposed is a change of use from a church to a mix of uses (duplex residence, café, food pantry, co-working space, and event space) in the Residential District. The proposal includes off street parking, public water and sewer and an expansion of the existing building adding a new accessible entry way and vestibule

Mr. Faiman recused himself from the hearing and moved away from the Planning Board Table.

Rev. Robin Lunn presented proposal plans for the property. Plans of the property include:

- Rectory to be converted into two housing units (1st floor 2 bedroom ADA & 2nd floor 3 bedroom).
- Parish Hall will house the Open Cupboard Pantry and will remain open.

- 1 • Parish Hall will have new entryway for accessibility.
- 2 • 1st floor of the Hall will offer a non-profit café, serving breakfast & lunch.
- 3 • 2nd floor will offer private offices and conference space
- 4 • Hall will offer co-working space for 18 seats and 125 seats for events.
- 5

6 Rev. Robin Lunn noted that the organ will remain. Rev. Robin Lunn further stated the
7 proposed hours of Operation. The proposed hours of operation are detailed in the
8 application. Rev. Robin Lunn further stated that the proposed project will be done in 3
9 phases, expecting to be fully functional in five years. Phases are detailed in the
10 application.

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12 Discussion of parking began. Rev. Robin Lunn stated that permission to use space at the
13 Mill for overflow parking was granted. The following parking calculations were
14 discussed and are proposed in application:

- 15
- 16 • 36 parking spots are required
 - 17 ○ 4 Residential spots – proposing stacking spots
 - 18 ○ 15 café
 - 19 ○ 17 Assembly
- 20 • 14-22 available spots onsite
- 21 • 50 available spots within a 2 block walking distance
- 22

23 Mr. MacMartin questioned what is the % change of paved vs. green space. Rev. Lunn
24 referred to # 12 on plan and guessed that percentage change is 47% vs. 50%.

25
26 Mr. Williams questioned as to where the location of the septic tank is on the property.
27 Rev. Lunn stated that she is not sure. Rev. Lunn also stated that the Sacrilege sink is a
28 mystery, too. Rev. Lunn further stated that by Papal Law, the sacrilege drainage can not
29 go into sewer.

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31 Mr. MacMartin questioned the water storm run-off and drainage on property. Mr.
32 Williams expressed concern for drainage and what is the status of the storm drains. Mr.
33 Williams further questioned if the sewer line was re-built. Rev. Lunn stated that she has
34 not had a discussion with Chris Carter regarding the drainage. Ms. Tuomala, Monadnock
35 Survey, Inc, does not recall storm sewage put in.

36
37 Rev. Lunn acknowledged the concerns of the neighborhood to be parking and hours of
38 operation.

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40 Mr. Kandt asked audience for comments or questions.

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42 *A MOTION was made by Ms. Spittel and SECONDED by Ms. Ewing to accept the*
43 *Application.*

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45 *Voting: 6 ayes, Motion carried.*
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Waivers Requested:

- Section D: 6.1 Plat Standards:
 - 6.1.c., 6.1.d: seal and signatures of licensed surveyor and profession engineer
- Section D: 6.2 Abutting Property Information
 - 6.2.d: Location of existing water supplies and septic systems within 100 feet of the property
 - 6.2.f: Road or driveway intersections within 200 feet property lines
- Section D: 6.3 Site Plan Information:
 - 6.3.a.; 6.3.b.; 6.3.c.: Survey bearings, distances, boundary markers and topography
 - 6.3.e: Soil types certified by soil scientist
 - 6.3.k: Erosion and sediment control plans. Applicant asks that if they are required, will be determined when the final parking and grading plan is agreed to with the Planning Board
 - 6.3.v: Architectural dimensions and details. Applicant requests that these be determined for proposed accessible entryway and side patio on church building when Phase II work (first floor renovations) is completed

A MOTION was made by Mr. Williams and SECONDED by Ms. Ewing to grant waiver Section D:6.1 Plat Standards.

Voting: 6 ayes, Motion carried.

A MOTION was made by Mr. Williams and SECONDED by Ms. Ewing to grant waiver Section D: 6.2 Abutting Property.

Voting: 6 ayes, Motion carried.

A MOTION was made by Mr. MacMartin and SECONDED by Mr. Williams to clarify waiver grant to include Section 6.2.d: Location of existing water supplies and septic systems within 100' of the property and Section 6.2.f: Road or driveway intersections within 200 feet of property lines.

Voting: 6 ayes, Motion carried.

A MOTION was made by Mr. Mac Martin and SECONDED by Ms. Ewing to grant waiver Section D: 6.3 Site Plan Information

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Voting: 6 ayes, Motion carried.

A MOTION was made by Mr. Williams and SECONDED by Ms. Ewing to grant waiver 6.3.a.; 6.3.b.; 6.3.c: Survey bearings, distances, boundary markers and topography, 6.3.e: Soil types certified by soil scientist.

Voting: 6 ayes, Motion carried.

A MOTION was made by Mr. Williams and SECONDED by Ms. Ewing to grant waiver 6.3.v: Architectural dimensions and details not be required.

Voting: 6 ayes, Motion carried.

Discussion began regarding waiver 6.3.k: Erosion and sediment control plans.

A MOTION was made by Mr. MacMartin and SECONDED by Ms. Spittel to require soil erosion and sediment control plans in conjunction with final plans of parking and grading plans submission.

Voting: 6 ayes, Motion carried.

Discussion of Issue:

- Applicant's proposed uses would exceed parking requirements. Staff notes that applicant proposed stacked parking and utilizing on-street parking and/or potential private space (abutting lot on Brent and Brenda's Properties, LLC; lot at Florence Rideout Elementary School; Riverview Mill Complex)

A MOTION was made by Mr. Williams and SECONDED by Ms. Ewing for applicant to provide formal parking agreement to Planning Board, however agreement does not require parking spots to be dedicated.

Voting: 6 ayes, Motion carried.

Discussion of stacked parking commenced.

A MOTION was made by Ms. Ewing and seconded by Mr. Williams stating that anything in RSA 9.7 that prohibits stacked parking will be waived.

Voting: 6 ayes, Motion carried.

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2 Discussion of Impact Fees is regards to Issue:

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4 • Dimensions are for Proposed New Accessible Entryway are not listed on
5 Plat and not in fee calculation.
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7 *A MOTION was made by Mr. Williams and SECONDED by Ms. Ewing stating that in*
8 *accordance with Zoning Regulation 25.2.2.D: (demand on public facilities are subject to*
9 *impact fees). There are no additional impact fees due to the fact that there is no gross*
10 *floor area increase in existing commercial building because footprint is limited to*
11 *entrance and exit, there is no increase in usable floor space.*

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13 *Voting: 6 ayes, Motion carried.*

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15 *A MOTION was made by Ms. Spittel and SECONDED by Ms. Ewing to continue PB SP03*
16 *0916 – Lunn to next PB meeting in two weeks, October 19,2016.*

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18 *Voting: 6 ayes, Motion carried.*

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20 *Mr. Faiman rejoined the Meeting.*

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23 **Wilton Economic Development Committee:**

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25 Mr. Kandt welcomed Chairman of the Wilton Economic Development Committee, Ms.
26 Jennifer Beck.

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28 Ms. Beck thanked the Planning Board for the opportunity to present on what the
29 Economic Development Committee is working on. Ms. Beck introduced Mr. Harry
30 Daily, Program Manager and presented a Power Point slide show on lap top. Ms. Beck
31 thanked Planning Board for their time.
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34 **Dawn Tuomala, questions about Quinn Excavations and Current Use:**

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36 Ms. Tuomala is representing Mr. Quinn. Ms. Tuomala reviewed Section F – Excavation
37 Site Plan Review Regulation, 3.2.a. Ms. Tuomala reviewed maps and site. Ms. Tuomala
38 stated that Mr. Quinn would like to put existing property into Current use. Ms. Tuomala
39 proposed a site walk. Mr. Faiman and Mr. Hunter will coordinate with Ms. Tuomala for
40 site walk.
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A MOTION was made by Mr. MacMartin and SECONDED by Ms. Spittel to adjourn the meeting.

Voting: 7 ayes. Motion carried.

Chairperson Kandt declared the meeting adjourned at 10:25 PM.

Respectfully Submitted,
Elizabeth Morison
Secretary

DRAFT