

PEMBROKE PLANNING BOARD

Meeting Minutes

(ADOPTED)

November 13, 2018

MEMBERS PRESENT: Brian Seaworth, Vice Chairman; Kathy Cruson; Selectman's Rep. Ann Bond

ALTERNATES PRESENT: Robert Bourque; Timothy Goldthwaite

EXCUSED: Alan Topliff, Chairman; Brent Edmonds; Richard Bean; Kellie Dyjak; Larry Young, Sr.

STAFF PRESENT: David Jodoin, Town Administrator; Dana Pendergast, Code Enforcement Officer; Carolyn Cronin, Town Planner; Jocelyn Carlucci, Recording Secretary

In the absence of Chairman Topliff, Vice Chairman Seaworth called the meeting to order at 7:05 pm. He asked Alternate Member Goldthwaite to vote in place of Member Bean and Alternate Member Bourque to vote in place of Member Young.

New Business

1. Discussion of Zoning Amendments for 2019

SHED

Mr. Pendergast said that by defining "shed" in the town ordinance, it would prevent someone from placing a large building on their property and calling it a "shed" just because it has no foundation and is movable. He suggested placing a maximum size and height in the definition. The present ordinance does not limit the size of a shed.

He proposed a utility shed to be no larger than 320 sq. ft. with a height of 7 ft. to the eaves and 10 ft. from the floor to the ridge.

Acting Chairman Seaworth asked if there was a distinction in the permitting process for a shed vs. an accessory building.

Mr. Pendergast said no. He clarified that sheds are generally used for storage of lawnmowers, snow blowers, etc. Because of the size of four-wheelers and side-by-side four-wheelers, sheds have increased in size. Sheds do not have foundations and are set on blocks. He said that sheds are presently not limited in size as long as they meet setback requirements.

Selectmen's Rep. Bond said that her husband sells sheds and they are usually 12 ft. tall. She said that even Home Depot's normal shed size is 12 ft.

Member Cruson asked if a 14 ft. building would fall under an accessory building.

Mr. Pendergast said only under the proposal. If the shed regulations become part of the zoning ordinance and someone wants a shed that exceeds the height limit, they would have to get a variance.

Member Cruson asked why a shed definition is being proposed.

Mr. Pendergast said that he has had instances where people have put large buildings up and called them sheds.

Alternate Member Bourque suggests there be another building class that would encompass those buildings exceeding the proposed 320 sq. ft. and 10 ft. height dimensions.

Vice Chairman Seaworth said that there is no difference in the building permit process if a building is a barn or a shed.

Mr. Pendergast said that, if a building is over 600 sq. ft. the foundation has to be frost-protected and there are other changes in the code. It is not a shed. He said that labeling it that way would make it easier to prevent someone from placing a large building on a small lot. If someone wants to exceed a building size, they can come to the ZBA.

Mr. Pendergast said that a shed, by definition, is for lawn tools and is not an accessory building. An accessory building is for lawn tractors, such as a detached garage. A shed is for lawnmowers and is not a garage.

Member Cruson said that if a structure is large and, therefore, needs a foundation for structural reasons, then that makes sense to her. But the proposed language does not allow someone who has a 5-acre lot to have 2 sheds.

Mr. Pendergast said that a resident could put as many sheds as they want as long as they go to the ZBA for a variance. He is proposing only one shed be allowed on any lot.

Member Cruson did not agree. She said that someone may want to place a shed by the road for garbage cans and a shed in the back for lawnmowers.

Alternate Member Bourque said that, as long as a shed can meet the setbacks, a person should be able to place anything on the property. He said that he agreed with placing a size restriction on sheds, but said that if the shed size was beyond 320 sq. ft., the request should move into a different class of building (i.e. accessory building, garage, etc.) which would have to meet other requirements.

Mr. Pendergast said that sheds do not have foundations. They normally are set on piers, blocks, or on grade. He said that a person could put a slab in and put a small garage on it which is the same size as a shed, but because it is on a slab it would be called a garage and not a shed.

Alternate Member Bourque said that perhaps the Board needs to create a different class of building and requirements that fit a building exceeding the shed size (320 sq. ft.) and smaller than the accessory building (over 600 sq. ft.)

Member Cruson said that a larger building needs to have more structural protection than a smaller building.

Acting Chairman Seaworth said that he does not like regulating within the definition. He would prefer to have a note in the definition that says "see § _____" of the Zoning Ordinance.

Mr. Pendergast said that the first step is to define "shed" and to then decide on the zone that it would be allowed

Ms. Cronin suggested creating a "General Provisions" section within the Zoning Ordinance which would contain general regulatory items that would pertain to all lots.

Mr. Pendergast said that Pembroke does not have a section for allowed "Residential Requirements". In his opinion, in order to clean up the zoning ordinance, he said that it would need to be reviewed from front to back and be reformatted.

Alternate Member Bourque said that if someone has the setbacks and has the buildable area, they should be able to build what they want within the parameters of the site plan regulations.

He said that someone with a farm may want to have more than one building. The village lots could not fit more than one shed because of the lot size.

Ms. Cronin read aloud that accessory buildings cannot occupy more than 25% of the rear yard.

Mr. Pendergast said that when someone comes in for a permit, he has no way of knowing what the remaining percentage of the property is. He can look at the lot size and setbacks but would not know what exists on the lot unless he drives out to look at every lot. He said that he does not do that. The assessor also does not go out to the properties unless there is a full assessment and then sees what buildings exist on the lot.

Acting Chairman Seaworth reminded the Board that currently there are no regulations on sheds, but there are regulations on accessory buildings. He said that he would think that sheds would be included within accessory buildings even if the Board defines sheds as a different entity. He said that by creating a definition, the Board is not changing anything. It is merely defining the term "shed" and there are no regulatory impacts of defining the word. In the future, the definition may play a part in the zoning regulations.

The consensus of the Board was to limit a shed to 320 sq. ft. of floor area with a 12 ft. height from floor to the ridge. They also agreed not to limit one shed to a lot.

Mr. Pendergast said that there are a number of definitions that are in the ordinance that have no regulations.

MOTION: ALTERNATE MEMBER BOURQUE MOVED TO PROPOSE A ZONING AMENDMENT TO AMEND §143-8 DEFINITIONS TO ADD A NEW DEFINITION FOR “SHED,” TO READ AS FOLLOWS, AND SEND THE PROPOSAL TO THE PUBLIC HEARING:

SHED – A UTILITY SHED OR GREENHOUSE NOT LARGER THAN THREE HUNDRED TWENTY (320) SQUARE FEET OF FLOOR AREA WITH A HEIGHT NOT GREATER THAN SEVEN (7) FEET TO THE EAVES AND TWELVE (12) FEET FROM THE FLOOR TO THE RIDGE.

SECONDED BY SELECTMEN’S REP. BOND. UNANIMOUSLY APPROVED.

Ms. Cronin said that the first public hearing would be January 8, 2019. The second public hearing would be January 22, 2019.

ACCESSORY BUILDINGS

Acting Chairman Seaworth said that the proposed definition limits accessory buildings to one per building lot.

Selectmen’s Rep. Bond said that she was not comfortable limiting one per lot. Alternate Member Bourque agreed.

Acting Chairman Seaworth said that an accessory building has to be detached from the main structure.

Acting Chairman Seaworth said that if the Board wants to limit the number of Accessory Buildings on a property, it should not amend the definition but rather go to the section that regulates Accessory Buildings and create language that sets the limits.

Member Cruson said that she would prefer to limit the number of accessory buildings in the R1 zone because those are smaller lot sizes and each lot is more exposed to everything that the neighbors have.

It was the consensus of the Board that there was not enough time to properly create a definition of Accessory Building.

MOTION: ALTERNATE MEMBER BOURQUE MOVED TO DISREGARD THE PROPOSED DEFINITION OF ACCESSORY BUILDING UNTIL ANOTHER TIME. SECONDED BY SELECTMEN’S REP. BOND. UNANIMOUSLY APPROVED.

LOT CONSOLIDATION

MOTION: ALTERNATE MEMBER BOURQUE MOVED TO PROPOSE A ZONING AMENDMENT TO AMEND §143-8 DEFINITIONS TO DELETE THE DEFINITION OF “LOT CONSOLIDATION” AND SEND THE PROPOSAL TO THE PUBLIC HEARING. SECONDED BY SELECTMEN’S REP. BOND. UNANIMOUSLY APPROVED.

JUNK YARD

Mr. Pendergast said that there is a difference between junk yards and junky yards. The NH RSAs say that a junky yard is a junk yard but he was hoping to come up with better terminology.

Ms. Cronin said that Pembroke has a definition of junk yard that references the RSA. She said that she and Mr. Pendergast were trying to reinforce the fact that junk yards are not permitted in any zoning district. In the Table of Uses, there is a dash placed in every zoning district under Junk Yards, but they felt that having verbiage in the definition would be helpful. She said that this would also be better suited for a “General Provisions” section of the ordinance.

Acting Chairman Seaworth suggested adding “per the Table of Uses” at the end of the definition.

MOTION: SELECTMEN’S REP. BOND MOVED TO PROPOSE A ZONING AMENDMENT TO AMEND §143-8 DEFINITIONS TO AMEND THE DEFINITION OF “JUNK YARD,” TO READ AS FOLLOWS, AND SEND THE PROPOSAL TO THE PUBLIC HEARING:

**“JUNK YARD – SHALL BE AS DEFINED IN RSA 236:112 (I), AS AMENDED.
(ALSO SALVAGE YARD). JUNK YARDS ARE NOT PERMITTED IN ANY ZONING
DISTRICT, PER THE TABLE OF USES.”**

SECONDED BY ALTERNATE MEMBER BOURQUE. UNANIMOUSLY APPROVED.

Ms. Cronin said that the Table of Uses are numbered by Use Category, not chronologically numbered, and should be reformatted in the future.

Selectmen’s Rep. Bond suggested that numbering the Table of Uses should be placed as a priority since it would make referencing them so much clearer.

TABLE OF USES – COMMERCIAL GREENHOUSE

Ms. Cronin said that they are proposing striking Commercial Greenhouse as its own separate use. Town attorney said that it does not make sense to treat a Commercial Greenhouse differently than any other agricultural use.

Proposal: Amend §143-8 Definitions, to delete the definition of “Commercial Greenhouse” and amend §143-19 Table of Use Regulations, to delete Agricultural Use #2, “Commercial Greenhouse” and reserve Agricultural Use #2, to read:

TABLE OF USES								
USES		R1	R3	B1	B2	C1	LO	Special Conditions
AGRICULTURAL ⁵								
1.	Commercial agricultural uses such as: agricultural, horticulture, floricultural, and agricultural retail outlets, except items listed in #9	P	P	P	-	P	P	§143-43
2.	Commercial greenhouse ¹⁰ Reserved	S	P	S	-	P	S	§143-44 & §143-113

Alternate Member Bourque asked if Nicole's would be considered a "commercial greenhouse".

Acting Chairman Seaworth said that Nicole's is a lot of different things on one lot – a retail outlet, horticultural, floricultural and would fall under the commercial agricultural uses. The change in the definition would no longer reference commercial greenhouse as a separate use.

Alternate Member Bourque said that there should be a distinction between a commercial greenhouse and a non-commercial greenhouse. A commercial greenhouse could be retail or wholesale. The recently allowed individual greenhouse that will be used to sell to certain clients was considered a farm stand rather than a commercial greenhouse. He said that there is no dividing point between what is commercial and non-commercial.

Any agricultural retail outlet is treated the same as any greenhouse except a commercial greenhouse. He asked what would make it a commercial greenhouse. He did not think it was necessary to get into the extra level of scrutiny of a greenhouse when any other agricultural use is being treated that way.

Alternate Member Bourque said that a commercial greenhouse should be held to a different building code standard than a personal greenhouse in someone's backyard.

Ms. Cronin said that the building codes will not change. Only what zone it is allowed in will change. Presently the commercial greenhouse needs a special exception in the R1, B1, and LO but any other agricultural use is permitted in all zones. She said that if they add it to any other

commercial agricultural uses, they will be permitted in all zones which goes with the NH Right-to-Farm standards where we are not restricting agricultural uses.

Alternate Member Bourque said that he still felt that there should be a definition between a commercial greenhouse and a noncommercial greenhouse for personal use.

Alternate Member Bourque said that commercial greenhouses would not be allowed in R1 or R3. It would have to be in a commercial zone.

Acting Chairman Seaworth said that presently commercial greenhouses are allowed in R3, C1, and by special exception in R1, B1, and LO. In B2, greenhouses or commercial greenhouses are not allowed and are treated the same. The difference is whether it is a special exception or permitted in R1, B1, and LO. As far as the Town's regulations, that is the only thing different between the commercial greenhouse and other commercial agricultural use.

Ms. Cronin said that if the greenhouse was on a residential property, it would be an Accessory Building. If the person wanted to do sales, they would have to meet the standards for home business and agricultural retail outlets.

Ms. Cronin said that the present regulation is redundant because it allows commercial agricultural uses such as horticulture and floriculture, and commercial greenhouses which, in her opinion, are the same thing. The attorney said that it made no sense to treat them differently.

Mr. Pendergast said that a special exception cannot be denied as long as they meet the criteria, which he read aloud.

Selectmen's Rep. Bond said that she was surprised to see that a commercial greenhouse would be allowed in R1 because, in her opinion, it would increase traffic in a residential neighborhood.

Acting Chairman Seaworth said that, in that scenario, it would come under a home business. To sell out of the R1 site, they would have to meet regulations on signage, traffic, etc.

Alternate Member Bourque said that the present definition does not clearly distinguish between a farm stand and a commercial greenhouse. He said that a farm stand should be more clearly defined.

Member Cruson agreed that there is a difference between whether someone grows flowers in their yard and sells them, or grows them in a building and sells them. There is a completely different impact on the neighborhood and the business aspect of it.

Acting Chairman Seaworth said that that is a commercial agricultural use. What's not a commercial agricultural use is a greenhouse. Selling within a building is a commercial agricultural use. It does not matter whether someone is using a commercial greenhouse or a greenhouse. He

said that the board could remove line No. 2 (Reserved) and leave the definition of commercial greenhouse.

Member Cruson said that she would like to leave commercial greenhouse as a separate use. She said that she does not understand all the implications of removing it, therefore she would like to see the definition stay.

Alternate Member Bourque suggested tabling this issue to a later date so that more thought can be given to it.

Ms. Cronin pointed out that the regulations have two ways to describe a commercial greenhouse. They are permitted in some zones and in others they are a special exception. She said that they will be battling with the discrepancy, which is the real issue.

Ms. Cronin said that the Board should be careful not to restrict agricultural uses. New Hampshire state law is protective of agricultural rights and Pembroke has a very rural, agricultural character.

Alternate Member Bourque suggested the following language to #1 of the Table of Uses:

“Commercial agricultural uses such as: agricultural, horticulture, floricultural, agricultural retail outlets, commercial greenhouses except items listed in #9.”

He said that Commercial Greenhouse would remain in #1 but be eliminated in #2. The zones would be all the same.

Selectmen’s Rep. Bond suggested tabling the topic.

The consensus of the Board was to table the topic and be placed on the next agenda.

PLANNED RESIDENTIAL DEVELOPMENT

MOTION: ALTERNATE MEMBER BOURQUE MOVED TO PROPOSE A ZONING AMENDMENT TO AMEND §143-19 TABLE OF USE REGULATIONS, TO DELETE RESIDENTIAL USE #4, “PLANNED RESIDENTIAL DEVELOPMENT” AND RESERVE RESIDENTIAL USE #4, TO READ AS FOLLOWS AND SEND THE PROPOSAL TO THE PUBLIC HEARING.

TABLE OF USES								
USES		R1	R3	B1	B2	C1	LO	Special Conditions
RESIDENTIAL								
1.	Single family detached	P	P	P	P	-	P	

	dwelling							
2.	Two-family dwelling	P	P	P	P	-	P	
3.	Multi-family dwelling not to exceed six dwelling units	S	-	S	S	-	S	§143-113
4.	Planned Residential Development¹ Reserved	P	-	-	-	-	S	Article X & §143-113

SECONDED BY MEMBER CRUSON. UNANIMOUSLY APPROVED.

TABLE OF DIMENSIONAL REGULATIONS

Mr. Pendergast said that adopting the regulation would help safety when approaching an intersection, because fences would be placed back from the corner so it would not impede visibility.

Mr. Pendergast said that they cannot go back and change what is existing, but that the ordinance would pertain to anything new going forward. Mr. Pendergast said that if someone plants shrubs in the future and it grows out of control, they would be approached and asked to cut them back. If a fence is preexisting, there is nothing that can be done. Mr. Pendergast said that the ordinance would also be used as an enforcement tool for the Public Works Department.

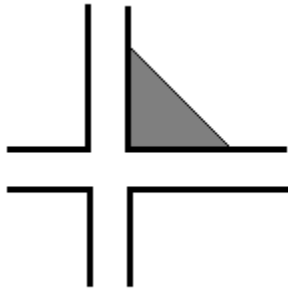
Alternate Member Bourque said that snow banks are also a problem.

Ms. Cronin said that the intent is for site distance and for safe access at intersections.

Alternate Member Bourque suggesting noting 25 ft. on the diagram illustration.

MOTION: ALTERNATE MEMBER BOURQUE MOVED TO PROPOSE A ZONING AMENDMENT TO AMEND §143-21 TABLE OF DIMENSIONAL AND DENSITY REGULATIONS, BY ADDING THE FOLLOWING NOTE 16), TO READ AS FOLLOWS AND SEND THE PROPOSAL TO PUBLIC HEARING:

“ON ANY CORNER LOT, THERE SHALL BE NO BUILDING, STRUCTURE, FENCE, LANDSCAPING, SIGN, OR OBSTRUCTION FROM VISION MORE THAN THREE (3) FEET ABOVE CURB LEVEL, WITHIN A TRIANGULAR AREA FORMED BY MEASURING TWENTY-FIVE (25) FEET ALONG THE TWO LOT FRONTAGES FROM THEIR POINT OF INTERSECTION AND CONNECTING THE TWO ENDPOINTS, SO AS NOT TO INTERFERE WITH TRAFFIC VISIBILITY.”



SECONDED BY SELECTMEN'S REP. BOND. UNANIMOUSLY APPROVED.

AQUIFER CONSERVATION DISTRICT

MOTION: ALTERNATE MEMBER BOURQUE MOVED TO PROPOSE A ZONING AMENDMENT TO AMEND §143-68 AQUIFER CONSERVATION DISTRICT, SECTION F. SPECIAL EXCEPTIONS, TO ADD PEMBROKE WATER WORKS AS AN ENTITY THAT THE ZONING BOARD REQUEST INPUT FROM, AND SEND THE PROPSAL TO THE PUBLIC HEARING:

“PRIOR TO RENDERING A DECISION ON AN APPLICATION FOR A SPECIAL EXCEPTION, THE ZONING BOARD OF ADJUSTMENT SHALL REQUEST INPUT FROM THE PLANNING DEPARTMENT, THE CONSERVATION COMMISSION, PEMBROKE WATER WORKS, AND THE HEALTH OFFICER, AS TO WHETHER THE PROPOSED USE IS CONSISTENT WITH THE PURPOSE OF THIS SECTION.”

SECONDED BY SELECTMEN'S REP. BOND. UNANIMOUSLY APPROVED.

Ms. Cronin said that the consensus at the last meeting was to streamline the aquifer review process between the ZBA and the Planning Board by creating one application form.

Ms. Cronin said that other towns authorize only one board to be the Aquifer Review authority.

Presently, both the ZBA and the Planning Board review the aquifer applications.

She said that Pembroke has an additional application that other towns do not require. The applicant has to get a special exception for the use and a special exception for the aquifer. They must prepare two separate applications. Other towns do a special exception application for the use and then review the aquifer criteria as part of that review.

Ms. Cronin said that if there was a form that said Aquifer Conservation Application Special Use Permit/ Special Exception, the applicant would fill out one form for Planning Board and Zoning

Board. If the applicant had to go before the Planning Board and the Zoning Board, there would only be one form to fill out and circulate to everyone rather than preparing two separate applications.

There are currently two fees. No one has proposed to change this.

Ms. Cronin will work on the form and bring it to the Board at another time.

UNSAFE STRUCTURES

Ms. Cronin said that there is a provision for non-conforming structures but not for every other structure.

Mr. Pendergast said that a resident would have a year to take care of an unsafe structure. If they chose not to remedy the situation, the Town could take legal action through a court order. The Town could also take it down or put a tax lien on it.

Selectmen's Rep. Bond asked who would be the authority to deem a structure unsafe.

Mr. Pendergast said himself, the Fire Chief, or the Health Officer.

MOTION: ALTERNATE MEMBER BOURQUE MOVED TO PROPOSE A ZONING AMENDMENT TO AMEND §143-122 PERMIT REQUIRED, TO ADD A NEW SECTION E., TO READ AND SEND TO THE PUBLIC HEARING:

"E. IF ANY STRUCTURE OR A PORTION OF ANY STRUCTURE IN ANY ZONING DISTRICT IS DEEMED UNSAFE DUE TO FIRE, NATURAL DISASTER, OR OTHER MEANS OF RUIN, THE OWNER SHALL WITHIN ONE (1) YEAR COMMENCE REMOVAL OR REFILLING THE SAME TO CLEAR GROUND LEVEL OR SHALL INITIATE REPAIR OF, OR REPLACEMENT OF THE STRUCTURE."

SECONDED BY SELECTMEN'S REP. BOND. UNANIMOUSLY APPROVED.

FORMATTING, TYPOS, GRAMMATICAL ERRORS

Ms. Cronin said that Town Attorney said that if there are lots of typos there is no need to burden the voters with all of them separately, therefore, Town Attorney came up with appropriate language.

"Are you in favor of allowing Town staff to review the Zoning Ordinance and make non-substantive changes such as correcting typographical errors, grammatical errors, numbering errors, table of contents, and other similar corrections?"

MOTION: SELECTMEN’S REP. BOND MOVED TO PROPOSE A ZONING AMENDMENT TO SEND THE FOLLOWING LANGUAGE TO THE PUBLIC HEARING:

“ARE YOU IN FAVOR OF ALLOWING TOWN STAFF TO REVIEW THE ZONING ORDINANCE AND MAKE NON-SUBSTANTIVE CHANGES SUCH AS CORRECTING TYPOGRAPHICAL ERRORS, GRAMMATICAL ERRORS, NUMBERING ERRORS, TABLE OF CONTENTS, AND OTHER SIMILAR CORRECTIONS?”

SECONDED BY ALTERNATE MEMBER BOURQUE. UNANIMOUSLY APPROVED.

ZONING ITEMS TO POSTPONE FOR FUTURE CONSIDERATION

Member Cruson asked if there was any controversy in rezoning Silver Hills Drive.

Ms. Cronin said that she spoke with Matt Monahan and he remembered that there was some neighborhood pushback from the abutting residents that were concerned about calling it a commercial use. Mr. Monahan’s thought was that the Board may consider the issue benign because it is already being treated as commercial, but it can get a neighborhood emotionally charged if they are not involved in the conversation. He suggested that there be a neighborhood forum to let people digest the proposal and review the boundaries.

Acting Chairman Seaworth said that Mr. Monahan also suggested creating a new zone. Acting Chairman Seaworth was concerned that doing so would add complexity which could add confusion for the neighbors.

Member Cruson said that the Board could rezone the area, then bring it to the people for a vote and if it fails, then the Board could create a new zone.

Acting Chairman Seaworth said that there is not enough time between now and Town Meeting to have a public forum.

Acting Chairman Seaworth said that if the Board was only going to take the properties that have already been identified and make them C1 it would not take any extra time to make that proposal and hold a public hearing on it. The issue is whether people would be upset that they were not involved in the discussion. There is not enough time to have a public forum.

The consensus of the Board was to postpone it until a later date and make an effort to have public input.

Ms. Cronin said that HB 1533 was already approved. It concerned terminating variances or special exceptions that were over 5 years old. She said that it might be best to wait and see if other towns adopt it and what implications it might have. There is no rush to do it.

Acting Chairman Seaworth suggested that, because it was after 9:00 p.m., he proposed not taking up any tentative new business – Impact Fees & Exactions and Dead End Roadways.

Minutes:

October 23, 2018

MOTION: SELECTMEN'S REP. BOND MOVED TO ACCEPT THE OCTOBER 23, 2018 MINUTES AS PRESENTED. SECONDED BY MEMBER CRUSON. APPROVED WITH ONE ABSTENTION – ALTERNATE MEMBER BOURQUE.

Miscellaneous

1. Correspondence

Ms. Cronin said that there was one residential driveway permit at 539 Pembroke Street that was approved by NHDOT.

2. Committee Reports

Roads Committee: Alternate Member Goldthwaite said that the Robinson Road subdivision increased to 52 lots because they purchased an additional 66 acres from the Whittemores. They plan to come to the Planning Board for a conceptual review on November 27, 2018.

Two bids were received from Advanced Excavating and RV Edwards to replace culverts on Nadine Drive.

Ms. Cruson mentioned that the banking on the corner of the Robinson Farm Development could be an issue.

Acting Chairman Seaworth said that the Technical Review Committee and Police asked the developer to propose a way to mitigate the problem. A four-way stop was proposed.

Member Cruson said that a four-way stop would not solve the banking issue on the corner.

Zoning Board of Adjustment: Alternate Member Bourque said that the ZBA discussed the Center Road proposal which included the acreage for the Conservation Commission. He said that while the Board was in deliberation, Mr. Poirier pulled his application with the understanding that if he wanted to come back, he would have to reapply.

All other business was pushed off to the next meeting because there was an error in the abutter notifications.

Board of Selectmen: Selectmen's Rep. Bond said that they have been working on budgets.

3. Planner Items

Ms. Cronin said that at the last meeting, the Board talked about a letter from Central NH Regional Planning Commission (CNHRPC) that was soliciting ideas for their Long Range Transportation Plan and the State's DOT 10 Year Plan. The possibility of a Route 3 Corridor Study was discussed. She spoke with Dean Williams at CNHRPC who said that it would be more appropriate to recommend the Rt. 3 Corridor Study for the CNHRPC Long Range Transportation Plan rather than the State 10 Year Plan because it is the first step to getting it on the State 10 Year Plan. NHDOT expects to have funds for corridor studies in a few years.

The Board agreed to forward the idea to CNHRPC's Long Range Transportation Plan and then be recommended to the State's 10-year plan.

Ms. Cronin said that Mr. Williams clarified that the Board of Selectmen must prepare a letter of approval endorsing what the Town wants for CNHRPC transportation ideas. She said that she spoke with Mr. Jodoin about getting it on the next BOS agenda because CNHRPC needs it by November 30, 2018. She said that the Board can discuss if the Route 3 Corridor Study is a priority and then recommend it to the Selectmen to see if they will endorse it for the Long Range Transportation Plan.

Ms. Cronin said that there is no financial obligation. The endorsement is only saying that the Board would like to explore it.

MOTION: ALTERNATE MEMBER BOURQUE MOVED TO RECOMMEND CONSIDERATION BY THE BOARD OF SELECTMEN FOR A ROUTE 3 CORRIDOR STUDY FOR CNHRPC'S LONG RANGE TRANSPORTATION PLAN. SECONDED BY MEMBER CRUSON. UNANIMOUSLY APPROVED.

Mr. Jodoin said that the North Pembroke Road bridge was delayed because New England Flower is having discussions with Liberty Utilities about running a gas line.

MOTION: Alternate Member Bourque moved to adjourn the meeting. Seconded by Member Cruson. Unanimously approved.

The meeting was adjourned at 9:22 p.m.

Respectfully submitted,
Jocelyn Carlucci, Recording Secretary