

**Pittsfield Planning Board
Town Hall, 85 Main Street
Pittsfield, NH 03263
Minutes of Public Meeting**

DATE: Thursday, January 3, 2019

AGENDA ITEM 1: Call to order

Chair Clayton Wood called the meeting to order at 7:00 P.M.

AGENDA ITEM 2: Roll call

Planning board members present:

Clayton Wood (chair),

Daren Nielsen (vice-chair),

Jim Pritchard (secretary),

Paul Nickerson,

Carl Anderson (selectmen's ex officio member),

Adam Gauthier (alternate), and

Jim Adams (alternate for the selectmen's ex officio member)

Planning board members absent:

James Hetu (alternate)

Pittsfield town officials appearing before the planning board: None.

Members of the public appearing before the planning board: Alden Beauchemin, surveyor representative for Richard Daniels; John Cronin, attorney for Pittsfield Self Storage; Matt St. George; Tim Grant, engineer representative for Pittsfield Self Storage; Larry Konopka; and Mike McDonough, owner of Pittsfield Self Storage.

“Members of the public appearing before the planning board” includes only members of the public who spoke to the board. It does not include members of the public who were present but who did not speak to the board.

AGENDA ITEM 3: Public input

No public input.

AGENDA ITEM 4: Pittsfield Self Storage’s application to approve a site plan for a self-storage facility on High Street, tax map R-15, lot 30, in the Light Industrial/Commercial zoning district

- a. Determination of potential regional impact
- b. Completeness review if the board determines that the application has no potential regional impact
- c. Merits review with a public hearing if the board determines that the application is complete

Carl Anderson recused himself.

Jim Adams sat in place of Carl Anderson.

Determination of potential regional impact:

Clayton Wood moved the board to find that the Pittsfield Self Storage project has no potential regional impact.

Jim Pritchard seconded the motion.

Discussion: No discussion.

Vote that the Pittsfield Self Storage project has no potential regional impact: carried 5 - 0 - 0. Voting “yes”: Jim Pritchard, Daren Nielsen, Clayton Wood, Paul Nickerson, and Jim Adams. Voting “no”: none. Abstaining: none.

Completeness review if the board determines that the application has no potential regional impact:

Paul Nickerson said that the site plan had a typographical error in stating the Light Industrial/Commercial zoning district.

Clayton Wood said that the failure of the site plan to show either a water supply or sewerage was a completeness deficiency. (Site plan review regulations, section IV, A, II, 8, “Water supply and sewage disposal facilities”.)

After discussing plan note 14,

“No water or sewer services will be provided to the site as part of this project.”

and after discussing the fact that the site plan gives no reasons for having no water or sewerage services, Clayton Wood moved the board to take plan note 14 as a request for a waiver of the regulation to show both water supply and sewerage.

Daren Nielsen seconded the motion.

Discussion: No further discussion.

Vote to take plan note 14 as a request for a waiver of the regulation to show both water supply and sewerage: carried 5 - 0 - 0. Voting “yes”: Jim Pritchard, Daren Nielsen, Clayton Wood, Paul Nickerson, and Jim Adams. Voting “no”: none. Abstaining: none.

Clayton Wood invited Pittsfield Self Storage to explain its waiver requests.

John Cronin identified himself as the attorney for Pittsfield Self Storage and said that Mike McDonough, owner of Pittsfield Self Storage, and Liz Smith and Tim Grant, from Northpoint Engineering, representative for Pittsfield Self Storage, were also present.

John Cronin cited RSA 676:4 and said that what he called the “magic words” relating to completeness were “is the application sufficiently complete to allow you to make an informed decision.”

(Comment of recording secretary Jim Pritchard: RSA 676:4, I, (b), says, “The planning board shall specify by regulation what constitutes a completed application sufficient to invoke jurisdiction to obtain approval. A completed application means that sufficient information is included or submitted to allow the board to proceed with consideration and to make an informed decision.”)

John Cronin, attorney for Pittsfield Self Storage, presented a long e-mail request from Jeff Lewis, dated November 30, 2018, that Jim Pritchard recuse

himself. Jeff Lewis's e-mail does not identify an actual conflict of interest but, in brief, does explain Pittsfield Self Storage's objection to Jim Pritchard as follows:

"I can tell you, without a doubt, that we perceive you to have ulterior motives in regards to this application, which constitute a clear conflict of interest. Whether you agree with our opinion on your motives or not, this is still our perception."

John Cronin also referred to but did not present to the board or explain in detail a thick pad of paper showing a lecture that Pittsfield town attorney Matthew Serge had given on April 8, 2018, for the New Hampshire Municipal Association on when a board member should recuse himself. John Cronin said that the lecture says, "when in doubt, sit it out." John Cronin said that the lecture talks about the juror standard. John Cronin said that Jim Pritchard had provided third-party review for the zoning board of adjustment. (See RSA 676:5, V, (a).)

Clayton Wood said that he could not act on the paperwork because he did not know what it was.

Daren Nielsen said that the board could repeat the review that the board did on December 6, 2018.

Clayton Wood asked Jim Pritchard whether Jim Pritchard would recuse himself.

Jim Pritchard said that he would not recuse himself because the e-mail from Jeff Lewis did not state a conflict of interest but instead only inferred that there must be a conflict of interest and because reasons for disqualification do not include knowledge of the facts involved gained in the performance of the member's official duties. (RSA 673:14, I.)

Clayton Wood asked Jim Adams whether Jim Adams wanted to repeat the vote that Jim Adams had asked the board to take on December 6, 2018, on whether Jim Pritchard should recuse himself.

Jim Adams said no.

John Cronin explained the request for the waiver of screening. John Cronin said that the front will have landscaping and that the rear has a natural wooded buffer. John Cronin said that no side screening would be needed because existing storage-locker buildings are on either side of the site.

Clayton Wood moved the board to find that the request for the waiver of screening on the sides satisfies the site plan review regulations, section VIII, a (“The request for the waiver arises out of unique physical conditions which exist on the property.”).

Paul Nickerson seconded the motion.

Discussion: No discussion.

Vote that the request for the waiver of screening on the sides satisfies the site plan review regulations, section VIII, a: carried 4 - 0 - 1. Voting “yes”: Daren Nielsen, Clayton Wood, Paul Nickerson, and Jim Adams. Voting “no”: none. Abstaining: Jim Pritchard.

Clayton Wood moved the board to find that the request for the waiver of screening on the sides satisfies the site plan review regulations, section VIII, b (“Literal compliance and strict conformity to these regulations would cause undue hardship or injustice to the owner of the land. Undue hardship or injustice is one where there is no public benefit which offsets the private detriment.”).

Jim Adams seconded the motion.

Discussion:

Daren Nielsen said that he would support the waiver but that he had concerns about the screening that he would discuss during the merits review.

Paul Nickerson asked for clarification of where Pittsfield Self Storage was asking for a waiver of screening.

John Cronin said that Pittsfield Self Storage was asking for a waiver of screening on the sides of the site, not on the front or rear.

Vote that the request for the waiver of screening on the sides satisfies the site plan review regulations, section VIII, b: carried 4 - 0 - 1. Voting “yes”: Daren Nielsen, Clayton Wood, Paul Nickerson, and Jim Adams. Voting “no”: none. Abstaining: Jim Pritchard.

Clayton Wood moved the board to find that the request for the waiver of screening on the sides satisfies the site plan review regulations, section VIII, c (“Granting the waiver would not be contrary to the spirit, purpose and objectives of these regulations.”).

Paul Nickerson seconded the motion.

Discussion: No discussion.

Vote that the request for the waiver of screening on the sides satisfies the site plan review regulations, section VIII, c: carried 4 - 0 - 1. Voting “yes”: Daren Nielsen, Clayton Wood, Paul Nickerson, and Jim Adams. Voting “no”: none. Abstaining: Jim Pritchard.

Clayton Wood moved the board to find that the request for the waiver of screening on the sides satisfies the site plan review regulations, section VIII, d (“The public good, convenience or welfare shall not be adversely affected.”).

Paul Nickerson seconded the motion.

Discussion: No discussion.

Vote that the request for the waiver of screening on the sides satisfies the site plan review regulations, section VIII, d: carried 4 - 0 - 1. Voting “yes”: Daren Nielsen, Clayton Wood, Paul Nickerson, and Jim Adams. Voting “no”: none. Abstaining: Jim Pritchard.

Clayton Wood moved the board to grant the request for the waiver of screening on the sides of the site (site plan review regulations, section V, C, 1, requiring that “Storage areas must be fenced or screened throughout the year from on-site or adjoining parking and neighboring properties.”).

Jim Adams seconded the motion.

Discussion: No discussion.

Vote to grant the request for the waiver of screening on the sides of the site (site plan review regulations, section V, C, 1, requiring that “Storage areas must be fenced or screened throughout the year from on-site or adjoining parking and neighboring properties.”): carried 4 - 0 - 1. Voting “yes”: Daren Nielsen, Clayton Wood, Paul Nickerson, and Jim Adams. Voting “no”: none. Abstaining: Jim Pritchard.

John Cronin explained the request for a waiver from the requirement to show water and sewerage disposal facilities. John Cronin read reasons that he had just written and dated today. John Cronin said that he was requesting the waiver “without prejudice.”

Jim Pritchard asked what “without prejudice” meant in this context.

John Cronin said that “without prejudice” in this context meant that Pittsfield Self Storage holds that a waiver is not really required.

Paul Nickerson said that water and sewerage would be required if the lot were sold.

John Cronin offered to put into the application a note saying that adding water and sewerage would require a new site plan approval.

Daren Nielsen said that he had expected Pittsfield Self Storage to say that it would share the water and sewerage at the existing and abutting self-storage facility that Pittsfield Self Storage owns.

John Cronin said that Pittsfield Self Storage had presented the new storage-locker buildings as being part of the existing facility when Pittsfield Self Storage had last been before the planning board (on June 7, 2018) but that Pittsfield Self Storage had presented the new storage-locker buildings as being a stand-alone facility when Pittsfield Self Storage had returned to the zoning board of adjustment for a special exception in the fall (decided on October 25, 2018).

Clayton Wood said that the motion that the zoning board of adjustment had approved said as follows:

“Mr. Rokeach made a motion to accept the Pittsfield Self-Storage application for special exception for the self-storage facility in accordance with the zoning ordinances Article III section 3(b)ii & vi and Article VI Section 2 & 3 for four multiple buildings and associated driveways, parking, drainage, and storm water management infrastructure on High Street Tax Map R-15, Lot 30 the light industrial/commercial zoning district to be administered by the existing self-storage facility that the applicant owns in the abutting Tax Map R-15, Lot 30-1.”

(Zoning board of adjustment minutes, October 25, 2018, item 6, page 16.)

Clayton Wood emphasized “to be administered by the existing self-storage facility that the applicant owns in the abutting Tax Map R-15, Lot 30-1.” Clayton Wood said that Daren Nielsen’s comment about joint administration was relevant.

John Cronin said that the zoning board of adjustment minutes were not verbatim and that the zoning board of adjustment’s discussion made clear that “to be administered by the existing self-storage facility that the applicant owns in the abutting Tax Map R-15, Lot 30-1” applied only while the two properties were in common ownership but was in fact not a requirement of the special exception.

Jim Pritchard said that “to be administered by the existing self-storage facility that the applicant owns in the abutting Tax Map R-15, Lot 30-1” was in Pittsfield Self Storage’s application for a special exception.

John Cronin said that he did not dispute that the application for special exception did say, “to be administered by the existing self-storage facility that the applicant owns in the abutting Tax Map R-15, Lot 30-1,” but John Cronin said that the discussion at the zoning board of adjustment indicated that joint administration would be only temporary. John Cronin offered to return to the zoning board of adjustment and ask for clarification on the basis of what the audio recording said.

Clayton Wood said that the special exception connected the two lots.

Jim Pritchard said that he had sent Pittsfield Self Storage a notice of decision promptly upon Pittsfield Self Storage’s direct request to him, Jim Pritchard,

(on December 27, 2018) and that Pittsfield Self Storage should have reported any errors at that time.

John Cronin suggested that the planning board should proceed with the special exception as stated in the minutes of the zoning board of adjustment and that Pittsfield Self Storage could return to the zoning board of adjustment for clarification later if necessary.

Paul Nickerson read plan note 14: “No water or sewer services will be provided to the site as part of this project.”

Jim Pritchard said that land use permits run with the land and that whatever water and sewerage sharing the planning board approves now will run with the land. (Vlahos Realty Company, Inc. v. Little Boar’s Head District, 101 N.H. 460, 146 A.2d 257 (1958), (“in the actual administration of a zoning ordinance there is much justification for this restriction because of a board’s confidence in the good reputation, capacity, and reliability of particular persons[, but] ... “such a restriction is invalid because zoning conditions and restrictions are designed to regulate the land itself and its use and not the person who owns or operates the premises”).)

John Cronin disagreed and said that the board could put a time restriction on a permit.

Paul Nickerson said that the recorded plat should have whatever restriction the board imposed.

Clayton Wood said that the registry of deeds does not accept site plans. (RSA 478:1-a, III.)

Paul Nickerson said that the restrictions must be recorded at the registry of deeds somehow.

John Cronin suggested a recorded development agreement.

Jim Pritchard said that he did not know what the waiver to require the site plan to show water and sewerage means. Jim Pritchard asked for clarification that the board was considering a waiver of the site plan review regulations, section IV, A, II, 8, requiring the plan to show “Water supply and sewage disposal facilities.”

Clayton Wood said yes.

Clayton Wood moved the board to grant a waiver of the site plan review regulations, section IV, A, II, 8, requiring the plan to show “Water supply and sewage disposal facilities.”

Paul Nickerson seconded the motion.

Discussion: No further discussion.

Vote to grant a waiver of the site plan review regulations, section IV, A, II, 8, requiring the plan to show “Water supply and sewage disposal facilities.”: carried 4 - 0 - 1. Voting “yes”: Daren Nielsen, Clayton Wood, Paul Nickerson, and Jim Adams. Voting “no”: none. Abstaining: Jim Pritchard.

Clayton Wood moved the board to accept the Pittsfield Self Storage application for site plan approval as complete.

Daren Nielsen seconded the motion.

Discussion: No discussion.

Vote to accept the Pittsfield Self Storage application for site plan approval as complete: carried 4 - 0 - 1. Voting “yes”: Daren Nielsen, Clayton Wood, Paul Nickerson, and Jim Adams. Voting “no”: none. Abstaining: Jim Pritchard.

Merits review with a public hearing if the board determines that the application is complete:

John Cronin described the project and the setting. The project will have four storage-locker buildings between two existing self-storage facilities. The site of the project, tax map R-15, lot 30, binds on High Street to the front, across from Floral Park Cemetery, and on NH Route 28 to the rear and has wetlands. John Cronin said that there is an increasing demand for self-storage facilities.

Tim Grant showed diagrams of the site and landscaping. Tim Grant said that the construction in wetlands had required a site-specific alteration of

terrain permit from the New Hampshire Department of Environmental Services. Tim Grant said that the engineering had controlled the drainage to avoid adverse effects off site.

Daren Nielsen asked about entry to the rearmost storage-locker building via the rear of the building.

Tim Grant said that the rearmost storage-locker building would have no entry via the rear of the building.

Jim Pritchard asked for clarification that the rearmost storage-locker building would be climate controlled and therefore would have access to the storage lockers from the inside the building.

Mike McDonough said that the rearmost storage-locker building would be climate controlled and would have three conventional doors via which tenants would enter the building to access storage lockers inside the building.

Daren Nielsen asked whether the climate-controlled storage-locker building would use propane fuel for heating.

Mike McDonough said that the climate-controlled storage-locker building would use one 100-gallon propane fuel for heating and that the storage tank would be outside the building. The site plan does not show any outside propane storage tank.

Daren Nielsen asked what protection the propane storage tank would have against a motor vehicle possibly hitting the tank.

Mike McDonough said that he expected to protect the propane storage tank with bollards (short thick posts planted in the ground) but not with a fence.

Clayton Wood opened the hearing to public input.

Matt St. George said that he was an abutter and that he owned storage-locker buildings. Matt St. George said that he supported the project and that the project would pay taxes to the town and would draw few services.

Larry Konopka said that he had been to many self-storage facilities and that he had never seen one with a restroom. Larry Konopka said that he supported the project.

Paul Nickerson asked how far the storage-locker buildings would be from NH Route 28.

Tim Grant said that the storage-locker buildings would be about 1000 feet from NH Route 28.

Matt St. George said that he had attended the meeting of the zoning board of adjustment, that the zoning board of adjustment had discussed at length the proposed storage-locker buildings on tax map R-15, lot 30, being administered remotely, and that the location of remote administration would not have to be the abutting lot, tax map R-15, lot 30-1.

Clayton Wood closed the hearing to public input.

Daren Nielsen said that the front landscaping was good but that he was concerned about outside storage. Daren Nielsen said that the site plan shows no outside storage but that the existing self-storage facility does have outside storage. Daren Nielsen said that he wanted a recorded restriction prohibiting cutting the natural growth in the wetlands to the rear and in the 25-foot side setback yards.

John Cronin said that Pittsfield Self Storage would agree to the no-cut restriction except that diseased and damaged trees could be cut. John Cronin said that Pittsfield Self Storage could put the no-cut restriction in the recorded development agreement.

Clayton Wood and Tim Grant discussed the front landscaping.

Clayton Wood said that he wanted to return to consideration of sanitation facilities and how Pittsfield Self Storage would administer the new storage-locker buildings.

John Cronin said that the developing trend in the self-storage industry was to control access electronically, via a telephone, the Internet, or a kiosk. John Cronin said that the existing and abutting self-storage facility on tax map R-

15, lot 30-1, would administer the new storage-locker buildings for the time being.

Mike McDonough said that he wanted to preserve the option to sell the four storage-locker buildings to another self-storage company, for example 603 Storage, but that Pittsfield Self Storage's office on the existing and abutting self-storage facility on tax map R-15, lot 30-1, would administer the new storage-locker buildings as long as Mike McDonough owned the whole enterprise. Mike McDonough said that the existing office was open part time.

Clayton Wood asked whether a person would ever need to be able to walk from the four proposed storage-locker buildings to the existing office.

Mike McDonough said that a person would not need to be able to walk from the four proposed storage-locker buildings to the existing office. Mike McDonough said that there would be ample parking.

Clayton Wood asked why the existing self-storage facility had needed an office but the proposed new storage-locker buildings would not need an office.

Mike McDonough said that the self-storage industry had two operational practices. Mike McDonough said that some self-storage companies, for example, Bluebird Self-Storage, had "luxurious offices" and nice amenities for tenants but that other self-storage companies, for example, 603 Storage, provided no on-site support.

Clayton Wood said that moving a person's possessions could be time consuming and that a person needing to go to the bathroom would go to the bathroom.

Mike McDonough said that Pittsfield Self Storage receives very few requests to use a bathroom even when the office is open. Mike McDonough said that requests to use a bathroom are common only when Pittsfield Self Storage holds an auction.

Clayton Wood asked whether Pittsfield Self Storage could install sanitation facilities for the four new storage-locker buildings if sanitation facilities

were necessary. Clayton Wood said that he saw the two properties as being connected.

John Cronin said that anything is doable but that installing sanitation facilities for the four new storage-locker buildings would be very expensive. John Cronin suggested that the development agreement should say that new site plan approval would be necessary if the four storage-locker buildings were separated in ownership from the existing self-storage facility and if the new owner were to propose adding water and sewerage. John Cronin said that the town attorney, Matthew Serge, would check the development agreement and that the town would record the development agreement.

Daren Nielsen asked about security surveillance at 603 Storage.

Mike McDonough said that 603 Storage has surveillance cameras.

Daren Nielsen said that he was concerned about unlawful activities happening at the self-storage facilities.

Clayton Wood said that he shared Daren Nielsen's concerns.

Mike McDonough said that Pittsfield Self Storage had access control at the gate and had surveillance cameras, including a surveillance camera that sees the license plate of every entering vehicle. Mike McDonough said that Pittsfield Self Storage does an occasional walk through to check for improper activity. Mike McDonough said that 603 Storage also does walk throughs to check for improper activity. Mike McDonough said that he would have the same security system for the proposed four storage-locker buildings.

Clayton Wood said that the board had identified two major matters: (1) the development agreement and (2) the special exception.

Clayton Wood asked about lighting.

Mike McDonough said that the existing facility has lighting but that the lighting is on only from 4:00 PM to midnight. Mike McDonough said that night lighting is important because tenants access their lockers at night and because the lockers have no internal lighting.

Jim Pritchard asked whether the tenants would have any access to electricity at all.

Mike McDonough said that the tenants would have no access to electricity.

Clayton Wood asked whether the tenants would have 24-hour access to their storage lockers.

Mike McDonough said that the tenants would have 24-hour access to their storage lockers.

Daren Nielsen asked whether these security means would run with the four storage-locker buildings if these four buildings were sold.

John Cronin said that any change of use of the four storage-locker buildings would make necessary a new site plan approval.

Clayton Wood asked whether the development agreement could require a new site plan approval if the four storage-locker buildings were sold.

John Cronin recommended not including such a provision in the development agreement.

Clayton Wood said that the zoning board of adjustment's decision approving the special exception imposed some restrictions on selling the four storage-locker buildings.

John Cronin said that Pittsfield Self Storage would probably return to the zoning board of adjustment for clarification if the planning board were to interpret the special exception as being inextricably linked to administration from the existing and abutting facility on tax map R-15, lot 30-1.

Clayton Wood said that the written decision from the zoning board of adjustment is what the planning board has.

Paul Nickerson asked about using a recorded deed to list restrictions.

John Cronin suggested using a recorded development agreement to list restrictions.

Jim Pritchard asked Clayton Wood whether Clayton Wood were taking the special exception as the decision was written, or whether Clayton Wood were taking the special exception as differing from the written decision, or whether Clayton Wood wanted to listen to the audio recording.

Clayton Wood said that he was taking the special exception as the decision was written.

John Cronin said that he would draft a development agreement before Pittsfield Self Storage returned to the planning board's next meeting.

Jim Pritchard asked for clarification that the development agreement and the special exception were matters to address, not conditions of approval.

Clayton Wood said yes, that the development agreement and the special exception were matters to address, not conditions of approval. Clayton Wood said he wanted the development agreement to reflect the terms of the special exception.

John Cronin said that he planned to put two conditions in the development agreement: (1) that the site would have the no-cut buffers and (2) that installing water or sewerage would make necessary a new site plan approval.

Clayton Wood said that John Cronin's two conditions do not address the special exception.

John Cronin said that the development agreement did not need to address the special exception because the special exception by itself defines conditions of approval.

Clayton Wood said that there is currently no enforcement mechanism for the special exception.

Daren Nielsen said that the planning board should be reviewing the site plan with the expectation that Pittsfield Self Storage will sell the four storage-locker buildings. Daren Nielsen said that current administration seemed to be fine but that future administration might be not so good.

Mike McDonough said that the same problem exists at the existing facility. A new owner could abandon the security system.

Mike McDonough said that Carl Anderson had just asked him about having the town engineer review the site plan. Mike McDonough said that he would agree to having the town engineer review the site plan.

Clayton Wood said that he had discussed the project with the town engineer. Clayton Wood asked who would be the contact person in Pittsfield Self Storage for the town engineer.

John Cronin said that Jeff Lewis, of Northpoint Engineering, would be the contact person in Pittsfield Self Storage for the town engineer.

Jim Pritchard said that he wanted the town engineer to determine whether all of the water precipitating on the site would infiltrate the site, and if some of the water would not infiltrate the site, then where would this water go, and what would this water do. Jim Pritchard said that Matt Monahan, of Central New Hampshire Regional Planning Commission, had stated a concern that the driveway was not properly swaled.

Clayton Wood discussed the general practice of a town engineering survey.

John Cronin said that the construction would not increase the runoff from the site.

Jim Pritchard said that not increasing the runoff from the site would not ensure that the runoff did not happen in a different place.

John Cronin said that he did not know.

Jim Pritchard said that he was concerned with the possible flooding of Carl Anderson's property but that he was more concerned about the potential public hazard of ponding and icing on High Street.

Clayton Wood said that he had not specifically mentioned to the town engineer the possibility of ponding or icing on High Street.

Carl Anderson said that the state had installed larger culverts under NH Route 107 and that his property would not flood if the runoff would not increase.

Jim Pritchard moved the board to have third-party engineering review of the Pittsfield Self Storage site plan.

Clayton Wood seconded the motion.

Discussion: No further discussion.

Vote to have third-party engineering review of the Pittsfield Self Storage site plan: carried 5 - 0 - 0. Voting “yes”: Jim Pritchard, Daren Nielsen, Clayton Wood, Paul Nickerson, and Jim Adams. Voting “no”: none. Abstaining: none.

John Cronin said that Mike McDonough said that he would not object to a requirement that a new site plan approval would be necessary if the four storage-locker buildings were sold.

Clayton Wood moved the board to continue consideration of the Pittsfield Self Storage matter to February 7, 2019.

Daren Nielsen seconded the motion.

Vote to continue consideration of the Pittsfield Self Storage matter to February 7, 2019: carried 5 - 0 - 0. Voting “yes”: Jim Pritchard, Daren Nielsen, Clayton Wood, Paul Nickerson, and Jim Adams. Voting “no”: none. Abstaining: none.

AGENDA ITEM 5: Conceptual consultation with Dick Daniels for a 2-lot subdivision at 592 Tilton Hill Road in the Rural zoning district

Carl Anderson replaced Jim Adams on the board.

Alden Beauchemin, of Keyland Enterprises, appeared to represent Dick Daniels, who was not present.

Daren Nielsen said that whatever the board said in this conceptual consultation would be nonbinding.

Alden Beauchemin described the site and its setting. Alden Beauchemin said that Dick Daniels wanted to divide the current lot in two. The plan shows a new septic system and a new well.

Jim Pritchard said that the board had received the Daniels plan just this morning and that he had not had much time to prepare but that he thought that the subdivision regulations prohibit the 75-foot protective well radius from extending beyond a lot line. (Subdivision regulations, article 8, section 12, (c).) Jim Pritchard said that the subdivision regulations may require a 4,000 square foot septic area. (Subdivision regulations, article 4, section 1, (d), (18), (U).) Jim Pritchard said that the leach field extending into the front setback yard is a zoning violation. (Zoning ordinance, article 2, section 3, STRUCTURE, and article 3, section 4, (d).) Jim Pritchard suggested showing where the new driveway will be.

AGENDA ITEM 6: Approval of the minutes of the December 20, 2018, meeting

Clayton Wood moved to approve the minutes of December 20, 2018, as written in draft.

Daren Nielsen seconded the motion.

Discussion:

No board member stated any problems in the draft minutes.

Vote to approve the minutes of December 20, 2018, as written in draft: carried 5 - 0 - 0. Voting “yes”: Jim Pritchard, Daren Nielsen, Clayton Wood, Paul Nickerson, and Carl Anderson. Voting “no”: none. Abstaining: none.

After the meeting, Jim Pritchard corrected the following error: Near the end of the minutes document, change

“I transcribed these minutes (not verbatim) on December 22, 2018, from the digital audio recording that Chairman Clayton Wood made during the meeting on December 22, 2018, and uploaded to the Internet.”

to

I transcribed these minutes (not verbatim) on December 22, 2018, from the digital audio recording that Chairman Clayton Wood made during the meeting on December 20, 2018, and uploaded to the Internet.

AGENDA ITEM 7: Selectman's report

Carl Anderson had nothing to report.

AGENDA ITEM 8: Members' concerns

Clayton Wood reminded board members that the board will have a meeting on Monday, January 7, for a hearing on zoning amendments proposed by the board of selectmen and for a hearing on a citizen petition to repeal the Town of Pittsfield Zoning Ordinance.

Paul Nickerson said that Jim Pritchard had added to the minutes of December 6 discussion about the scheduling of processing zoning amendments when the discussion had not happened during that meeting. Paul Nickerson acknowledged that he had voted to approve the minutes of December 6.

Jim Pritchard disagreed with Paul Nickerson and said that the discussion had in fact happened during the meeting. Jim Pritchard said that Paul Nickerson should have raised his objection during the board's review of the minutes in question.

AGENDA ITEM 9: Public input

No public input.

AGENDA ITEM 10: Adjournment

Clayton Wood moved to adjourn the meeting.

Daren Nielsen seconded the motion.

Vote to adjourn the planning board meeting of January 3, 2019: carried 5 - 0 - 0. Voting "yes": Jim Pritchard, Daren Nielsen, Clayton Wood, Paul Nickerson, and Carl Anderson. Voting "no": none. Abstaining: none. The planning board meeting of January 3, 2019, is adjourned at 10:00 P.M.

Minutes approved: February 7, 2019

Clayton Wood, chairman

Date

I transcribed these minutes (not verbatim) on January 5, 2019, from the digital audio recording that Chairman Clayton Wood made during the meeting on January 3, 2019, and uploaded to the Internet.

Jim Pritchard, planning board recorder and secretary