

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

DATE: Thursday, March 7, 2019

AGENDA ITEM 1: Call to order

Chair Clayton Wood called the meeting to order at 7:02 P.M.

AGENDA ITEM 2: Roll call

Planning board members present:

Clayton Wood (chair),

Daren Nielsen (vice-chair),

Jim Pritchard (secretary),

Paul Nickerson,

Adam Gauthier (alternate), and

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

Planning board members absent:

Carl Anderson (selectmen's ex officio member), and James Hetu (alternate)

Pittsfield town officials appearing before the planning board: None.

Members of the public appearing before the planning board: Clayton Wood, director and treasurer of the historical society.

“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: Approval of the minutes of the February 21, 2019, meeting

Clayton Wood moved to approve the minutes of February 21, 2019, as written in draft.

Daren Nielsen seconded the motion.

Discussion:

Paul Nickerson stated problems on page 2, second paragraph, remove the “s” after Storage so line reads “Pittsfield Self Storage” and on page 3, last paragraph, add commas after exception approval and merits approve so the paragraph reads “special exception approval, merits approve, all things on site plan”.

Vote to approve the minutes of February 21, 2019, with the minor changes: carried 3 - 1 - 1. Voting “yes”: Daren Nielsen, Clayton Wood, and Paul Nickerson. Voting, “no”: Jim Pritchard. Abstaining: Jim Adams.

AGENDA ITEM 5: Vote on whether to approve a driveway permit for the Pittsfield Self Storage site plan for a self-storage facility on High Street, tax map R-15, lot 30, in the Light Industrial/Commercial zoning district

The board omitted to vote on giving final approval to the driveway permit, which had received conditional approval upon the same conditions precedent upon which the site plan application had received conditional approval. George Bachelder did sign the driveway permit and the board agreed that the driveway permit vote was omitted at the final approval meeting. Paul Nickerson had brought the signed document for the planning board and marked up a permit with notes for the chair to finalize.

A motion was made by Jim Pritchard to approve the driveway permit for the Pittsfield Self Storage site plan.

Clayton Wood seconded the motion.

Discussion: No discussion.

Vote to approve the driveway permit for the Pittsfield Self Storage site plan application: carried: 5 - 0 - 0. Voting “yes”: Daren Nielsen, Clayton Wood, Paul Nickerson, Jim Pritchard, and Jim Adams. Voting “no”: none. Abstaining: none.

AGENDA ITEM 6: Compliance review of the Pittsfield Historical Society’s application to approve a site plan for the Pittsfield Historical Society’s headquarters and museum at the corner of Main Street and Oak Street, tax map U-05, lot 14, in the Commercial zoning district

Clayton Wood recused himself from the board and represented the historical society as a director.

Daren Nielsen was acting chair.

Adam Gauthier sat in place of Clayton Wood.

At the February 7, 2019 meeting, the planning board gave conditional approval on the site plan with 4 conditions precedent as conditions of final approval.

Daren Nielsen reviewed each item with the applicant.

Item 1: The Pittsfield Historical Society shall revise the site plan to show pipe sizes for water and sewer lines on the site plan sheet.

Clayton Wood showed that the information was on the second page of the revised plat now showing a 1” water pipe and 4” sewer pipe.

Item 2. The Pittsfield Historical Society shall revise the site plan to say that the power connection to the building shall be 240 volts and single phase.

Clayton Wood presented drawing A101 showing 240 volts and single phase.

Item 3. The Pittsfield Historical Society shall revise the site plan to provide a typical drawing of a siltation fence.

Clayton Wood mentioned that drawing A300 was added showing a typical drawing of a silt fence.

Item 4, The Pittsfield Historical Society shall revise the site plan to say that the sign shall not be illuminated.

Clayton Wood showed that a callout was added to drawing A201 indicating the sign was non-illuminated.

Daren Nielson moved the board on item 1 to find that the Pittsfield Historical Society revised the site plan dated February 22, 2018 to show the pipe sizes for the sewer and water lines.

Adam Gauthier seconded the motion.

Discussion: No discussion.

Vote to find that the Pittsfield Historical Society revised the site plan dated February 22, 2018 to show the pipe sizes for the sewer and water lines: carried 5 - 0 - 0. Voting "yes": Jim Pritchard, Daren Nielsen, Adam Gauthier, Paul Nickerson, and Jim Adams. Voting "no": none. Abstaining: none.

Daren Nielson moved the board on item 2 to find that the Pittsfield Historical Society revised the site plan dated February 22, 2018 to say that the power connection to the building shall be 240 volts and single phase.

Adam Gauthier seconded the motion.

Discussion: No discussion.

Vote to find that the Pittsfield Historical Society revised the site plan dated February 22, 2018 to say that the power connection to the building shall be 240 volts and single phase: carried 5 - 0 - 0. Voting "yes": Jim Pritchard, Daren Nielsen, Adam Gauthier, Paul Nickerson, and Jim Adams. Voting "no": none. Abstaining: none.

Daren Nielson moved the board on item 3 to find that the Pittsfield Historical Society revised the site plan dated February 22, 2018 plan to provide a typical drawing of a siltation fence.

Adam Gauthier seconded the motion.

Discussion: No discussion.

Vote to find that the Pittsfield Historical Society revised the site plan dated February 22, 2018 plan to provide a typical drawing of a siltation fence: carried 5 - 0 - 0. Voting “yes”: Jim Pritchard, Daren Nielsen, Adam Gauthier, Paul Nickerson, and Jim Adams. Voting “no”: none. Abstaining: none.

Daren Nielson moved the board on item 4 to find that the Pittsfield Historical Society revised the site plan dated February 22, 2018 plan to say that the sign shall not be illuminated.

Adam Gauthier seconded the motion.

Discussion: No discussion.

Vote to find that the Pittsfield Historical Society revised the site plan dated February 22, 2018 plan to say that the sign shall not be illuminated: carried 5 - 0 - 0. Voting “yes”: Jim Pritchard, Daren Nielsen, Adam Gauthier, Paul Nickerson, and Jim Adams. Voting “no”: none. Abstaining: none.

Daren Nielsen moved to grant final approval of the Pittsfield Historical Society site plan for the society’s headquarters and museum at the corner of Main Street and Oak Street, tax map U-05, lot 14, in the Commercial zoning district.

Adam Gauthier seconded the motion.

Paul Nickerson asked if this was the final plat and that it needed a signature block. Daren Nielsen reminded the board that this was discussed at the February 7, 2019 meeting and that a signature line would be accepted for signature. The two final plats to be used for town records both had the proper signature.

Vote to grant final approval of the Pittsfield Historical Society site plan for the society’s headquarters and museum at the corner of Main Street and Oak Street, tax map U-05, lot 14, in the Commercial zoning district: carried 5 - 0 - 0. Voting “yes”: Jim Pritchard, Daren Nielsen, Adam Gauthier, Paul Nickerson, and Jim Adams. Voting “no”: none. Abstaining: none.

Clayton Wood asked to have the Mylar plat registered at the registry of deeds since it had updated the boundary of record.

The board agreed but discussed that the current chair should not sign the application since he presented the application. Jim Adams expressed his concerns about the applicant presenting the plan also signs the plan. Jim Pritchard argued that we have allowed the chair to sign the plat before when recused. Jim Adams replied that I doubt that he was also the presenter. The board decided to look into the matter before making a decision. Daren Nielsen was asked to contact the registry to clear up the issue.

AGENDA ITEM 7: Selectman’s report

James Adams had nothing to report.

AGENDA ITEM 8: Members’ concerns

No board member stated any concern.

AGENDA ITEM 9: Public input

No public input.

AGENDA ITEM 10: Adjournment

Clayton Wood moved to adjourn the meeting.

Paul Nickerson seconded the motion.

Vote to adjourn the planning board meeting of February 21, 2019: carried 5 - 0 - 0. Voting “yes”: Jim Pritchard, Daren Nielsen, Clayton Wood, Paul Nickerson, and Jim Adams. Voting “no”: none. Abstaining: none. The planning board meeting of March 7, 2019, is adjourned at 7:35 P.M.

Minutes approved:

	4/5/2019
Clayton Wood, chairman	Date