



**TOWN OF PITTSFIELD
ZONING BOARD OF ADJUSTMENT
TOWN HALL, 85 MAIN STREET
PITTSFIELD, NH 03263**

MEETING MINUTES of Thursday, March 23, 2017

CALL TO ORDER

The Zoning Board of Adjustment Meeting for March 23, 2017 was called to order by The Vice Chairman at 7:02p.m.

MEMBERS PRESENT

Pat Heffernan
James Hetu
Noreen Rollins
Phillip Boncer
Jason Rokeach

EXCUSED

Scot Palmer

OTHERS PRESENT

Nancy Carver, Eleazer Carver, Donna Ward, and Jim Pritchard

CONTINUED PUBLIC HEARING FOR APPLICATION OF SPECIAL EXCEPTION FROM RSA 674:33,1 (b) and RSA 676:7, SELF-STORAGE FACILITY TAX MAP U-04, LOT 25.

The Vice Chairman read “The Pittsfield Zoning Board of Adjustment will hold a public hearing pursuant to RSA 674:33,1(b), and RSA 676:7 on an application for a special exception for self-storage facility according to Pittsfield Zoning Ordinance, article 3, section 3, (b),(2) and (6); and Article 6 sections 2 and 3. With accommodations for boat storage and motorcycle storage in the manufacturing and office building formerly occupied by Pittsfield Weaving. Located in an existing structure at 1 Fayette Street, Pittsfield, NH 03263 (Tax Map U04-025). Property is owned by No Worry, LLC – Nancy and Lee Carver and located in the Light Industrial/Commercial Zone.”

The Vice Chairman read from the application the purpose of the special exception is for a mini storage. He read there are not no existing variances, special exceptions, or other permits in effect nor similar requests denied. He read there are three existing structures and no dwellings. He read they will not require subdivision but will require site plan approval.

The Vice Chairman read the full purpose of the special exception “to conduct a climate controlled mini storage facility with accommodations for boat storage, motorcycle storage,

marine sales or service and parking facilities. Use is permitted by Light Industrial/Commercial district.”

The Vice Chairman read Criteria A: the use will not be detrimental or offensive to the neighborhood because there will be no increased traffic, no ground water problems, minimal noise, and no fumes or air pollutants.

The Vice Chairman read Criteria B: the use will not diminish the value of any surrounding properties instead it will increase the value because the building will be occupied.

The Vice Chairman read Criteria C: the use, parking needs or access ways shall not be a nuisance or serious hardship or vehicular traffic. Parking shall be deemed a nuisance if parking needs force vehicles to park on a street or a nearby property. He stated there is plenty of parking available.

The Vice Chairman read Criteria D: the use shall have adequate and appropriate facilities and utilities to ensure the proper operation of the use. He stated there is adequate access.

The Vice Chairman read Criteria E: the use shall be in harmony with the general purpose and intent of the Zoning Ordinance. He stated they will use the same zoning as Pittsfield Storage.

The Vice Chairman read Criteria F: All conditions specified to the proposed use. The Zoning Ordinance requires various uses to satisfying permitting conditions specified to the use in addition to conditions A thru E above. Check to see whether the proposed use defined in the Zoning Ordinance Article 2 Interpretation Rules and Definitions Section 3. Definition if the Zoning Ordinance requires the proposed use to satisfied conditions specific to the proposed use than Article 2 Sect 3 will define the use and the definition entry will either list the permitting conditions or point to the permitting conditions. He stated the response is the Zoning Ordinance does not list any permitting conditions specific of the self-storage facility.

The Vice Chairman stated the application has been signed by Mr. Carver, a copy of the fee check has been provided, and a list of Individual Notices has been compiled. Mr. Pritchard stated himself and Mr. Pacheco went over the list.

Mrs. Rollins stated she drove by the property and asked where all their parking is. Mr. Carver stated they own property across the street with an area which would be developed for parking.

Mr. Boncer asked if withthe motorcycles and boats will have fuel in there. Mr. Carver stated there will only be fuel which is in the motorcycles and boats. Mr. Boncer asked about a fire protection. Mr. Carver stated there will be sprinklers and an alarm as well as being insured.

Mrs. Rollins asked if it is in their proposal they are going to do this and it is not already in place. She asked if they will have inspections. Mr. Carver explained the proposal is for the structure but the sprinklers are already there. He stated when the property went vacant it was drained and there was no fire protection. He explained Mr. Bevans came in and serviced the sprinklers. He stated they had two cases of vandalisms.

Mrs. Ward stated she had the building listed for the town and she brought Mr. and Mrs. Carver in to buy it. She stated she thinks it is a great thing to have something go into the building. She stated they are at the point where they need someone to go in there and rehab it and get a business going. She stated not a lot of people are willing to take on a project like this. She stated the business is in high demand and there is not a lot of impact.

Mr. Boncer asked if the photographs show what are there currently. Mr. Carver stated those are pictures of Morgan Storage. Mr. Boncer asked about the marine sales and services. Mr. Carver stated potentially they would like to be able to shrink wrap a couple of boats.

Mr. Rokeach asked Mr. Carver to describe any plans for outdoor lighting specifically along the area where the motorcycle storage is. Mr. Carver stated the corner building (corner of Fayette and Depot) is where they expect to have indoor boat and motorcycles. He stated there is currently exterior lighting as well as a street light. Mr. Rokeach asked if what is there currently sufficient for what they need. Mr. Carver stated he believes there is and he wouldn't want too much more lights due to neighbors nearby. He explained they are planning to get cameras for the exterior.

The Vice Chairman stated he was down there and he thinks it is a great idea. He stated there are a couple of things and rehabs which need to be done but it is in better shape than he's seen in the past.

The Vice Chairman read Criteria A: the use will not be detrimental or offensive to the neighborhood.

Motion. Mr. Hetu made a motion to approve it will not be detrimental or offensive to the neighborhood because it is approving a vacant building to a productive business. Mrs. Rollins seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Heffernan– Yes;Mr. Hetu – Yes; Mr. Boncer – Yes; Mr. Rokeach –Yes; andMrs. Rollins- Yes. The Vice Chairman declared the Motion passed.

The Vice Chairman read Criteria B: the use will not diminish the value of any surrounding properties.

Motion. Mr. Hetu made a motion to approve because it will not diminish the value of any surrounding properties. Mr. Boncer seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Heffernan– Yes;Mr. Hetu – Yes; Mr. Boncer – Yes; Mr. Rokeach –Yes; andMrs. Rollins- Yes. The Vice Chairman declared the Motion passed.

The Vice Chairman read Criteria C: the use, parking needs or access ways shall not be a nuisance or serious hardship or vehicular traffic. Parking shall be deemed a nuisance if parking needs force vehicles to park on a street or a nearby property.

Motion. Mr. Hetu made a motion to approve because of the ownership of the additional parking areas across Fayette and Depot. Mr. Boncer seconded the Motion.

Mr. Hetu explained the idea is the addition parking is a condition of the special exception and should he sell the properties the special exception goes away. Mr. Carver stated he doesn't plan on selling the properties.

A Roll Call Vote was taken: Mr. Heffernan– Yes;Mr. Hetu – Yes; Mr. Boncer – Yes; Mr. Rokeach –Yes; andMrs. Rollins- Yes. The Vice Chairman declared the Motion passed.

The Vice Chairman read Criteria D: the use shall have adequate and appropriate facilities and utilities to ensure the proper operation of the use.

Motion. Mr. Hetu made a motion to approve based on the town utilities being adequate and the fire suppression. Mr. Heffernan seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Heffernan– Yes;Mr. Hetu – Yes; Mr. Boncer – Yes; Mr. Rokeach –Yes; andMrs. Rollins- Yes. The Vice Chairman declared the Motion passed.

The Vice Chairman read Criteria E: the use shall satisfy all special exception permitting conditions in Article 6, Section 3 Conditions for All Special Exceptions.

Motion. Mr. Hetu made a motion to approve because there are no special conditions. Mr. Boncer seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Heffernan– Yes;Mr. Hetu – Yes; Mr. Boncer – Yes; Mr. Rokeach –Yes; andMrs. Rollins- Yes. The Vice Chairman declared the Motion passed.

Mr. Hetu notified Mr. Carver they will get a Notice of Decision out to them and there is a 30 day appeal process.

Mr. Carver asked if he is to go before the Select Board for the change of use. The Vice Chairman stated he would go to the Planning Board. Mr. Pritchard stated Mr. Carver can see him after the meeting to discuss the change of use.

The Vice Chairman explained to the applicants there is a 30 day appeal process.

MEMBERS CONCERNS

The Vice Chairman stated at the next meeting they will need to elect officers. Mr. Pritchard stated the next meeting will be April 13, 2017. He stated they will probably have an application at the meeting. He stated there is an applicant who wants to keep chickens on property adjacent to Mrs. Dodge's property. The Vice Chairman stated they need to post it and reserve a room.

Mrs. Rollins stated they haven't had anything on the Zoning website. The Vice Chairman stated it is one of the things they have to figure out. He stated they need to figure out how they want to run getting things posted. Mr. Hetu stated it would probably be easier to have the Chairman get the minutes and notices emailed to him.

Mr. Pritchard stated right now he has been acting unofficially in the secretarial position. He stated he was thinking about asking the Board to approve him as their interim secretary. He stated he doesn't want to make a long term commitment to being the Board secretary. The Vice Chairman suggested they put him on as interim secretary until they figure out who is going to be the real secretary. He stated they need to determine what the secretary does.

Mr. Hetu stated they figured it out and approved it back in September. He stated the only question is the Rules and Procedures weren't signed to get them to Ms. Marston. The Vice Chairman asked who is on the Board who can sign. Mr. Hetu stated himself and the Vice Chairman. He asked if the Vice Chairman, as the acting Chairman, could sign on behalf of the Board and say it was approved as of September 8, 2016. Mr. Pritchard stated they could have the Vice Chairman sign it.

Motion. Mr. Hetu made a motion to make Jim Pritchard the interim secretary. Mrs. Rollins seconded the Motion.

Mrs. Rollins asked if they could consider a stipend for Mr. Pritchard. Mr. Pritchard stated he doesn't want to be a town employee.

A Roll Call Vote was taken: Mr. Heffernan- Yes; Mr. Hetu - Yes; Mr. Boncer - Yes; Mr. Rokeach - Yes; and Mrs. Rollins- Yes. The Vice Chairman declared the Motion passed.

Mr. Hetu asked if they need to vote Mr. Pacheco in as their interim Zoning Administrator. Mr. Pritchard stated Article 1 Section 6 has it as the Select Board who appoints the Zoning Administrator. He stated Mr. Pacheco is acting as the Zoning Administrator but he doesn't know if the Select Board has actually appointed him into the position. The Vice Chairman stated he can ask Ms. Marston if Mr. Pacheco is the Zoning Administrator. Mr. Pritchard suggested they speak with Mr. Pacheco about it as he should have a copy of the minutes appointing him.

The Vice Chairman stated they can start looking for the secretary. Mr. Hetu suggested they figure out a system of what is supposed to be done before they put someone else in the position. Mr. Pritchard stated the minutes and the notice of decisions need to be put in

order before they put someone else in there. The Vice Chairman stated there is a lot to get organized but the minutes are pretty important. Mr. Pritchard stated they need to read the changes before they can generate approved minutes.

Mr. Boncer asked for clarification of the recording secretary only referring to the minutes taker and who would be doing the notices of decision. Mr. Pritchard stated the recording secretary should be producing the first draft of the notice of decision and sends it to the Chair. He stated the Chair would make any necessary changes and then be included in the minutes. He stated they also need to send it to the applicant and put in the applicants file. Mr. Hetu asked how they want to set up the funnel system. Mr. Pritchard suggested it would be better for him to get it from the recording secretary.

Mr. Hetu suggested the audio of the minutes are sent to the recording secretary then the draft minutes and draft notice of decision goes to the Chair. He stated the Chair would then edit the draft Notice of Decision. Mr. Pritchard stated the draft minutes are the Board's official minutes so the notice of decision goes back with the minutes. He stated the minutes need to go out in five days which is why the Chair and the recording secretary need to work together. He stated the recording secretary would then send the draft minutes and notice of decisions to Mr. Pritchard.

The Vice Chairman asked if Mrs. Hetu was interested in continuing as recording secretary. Mr. Hetu stated she is and they appointed her as interim secretary. He stated they will have to appoint her at their April meeting.

DISCUSSION AND APPROVAL OF REVISED APPLICATIONS

Mr. Hetu asked Mr. Pritchard if they approved the applications. Mr. Pritchard explained they had given revisions as of December 16, 2016 however there were some changes since then. He stated one change to the Individual Notices List to list all properties which about the property in the application. He stated they also included asking how many parking spaces are available. Mr. Hetu stated as soon as they approve these they will purge the town hall of any previous versions.

Mr. Pritchard stated on the application for Special Exception page 3 Conditions A,B,C,D,E and if applicable, F are all out of the Zoning Ordinance. He stated the wording is straight from the Ordinance.

Motion. Mrs. Rollins made a motion to approve the revised applications. Mr. Heffernan seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Heffernan– Yes;Mr. Hetu – Yes; Mr. Boncer – Yes; Mr. Rokeach –Yes; andMrs. Rollins- Yes. The Vice Chairman declared the Motion passed.

PUBLIC INPUT

N/A

ADJOURNMENT

Motion.Mr. Hetu made a motion to adjourn. Mr. Rokeach seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Heffernan– Yes;Mr.Hetu – Yes; Mr. Boncer – Yes; Mr. Rokeach –Yes; andMrs. Rollins- Yes. The Vice Chairman declared the Motion passed.

The Vice Chairman adjourned the meeting at 8:06pm.

APPROVED: April 13, 2017

JAMES HETU, CHAIRMAN

DATE



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ZONING BOARD OF ADJUSTMENT
TOWN HALL, 85 MAIN STREET
PITTSFIELD, NH 03263**

NOTICE OF DECISION

YOU ARE HEREBY NOTIFIED THAT THE FOLLOWING DECISIONS

WERE MADE BY THE PITTSFIELD ZONING BOARD OF

ADJUSTMENT AT THEIR REGULAR MEETING OF MARCH 23, 2017:

By a vote of five (5) in favor, none (0) opposed, and no (0) abstentions, the Board granted the request for a Special Exception from Pittsfield Zoning Ordinance from article 3, section 3, (b), (2) and (6); and Article 6 sections 2 and 3 Self-Storage Facility for Nancy and Eleazer Carver, for a parcel located on 1Fayette Street (Tax Map U04-025) The proposal With accommodations for boat storage and motorcycle storage in the manufacturing and office building formerly occupied by Pittsfield Weaving.

PAT HEFFERNAN

VICE CHAIRMAN

For a full length copy of the Notice of Decisions, please view in the Town Hall.