

**DRAFT**  
**WEARE PLANNING BOARD MEETING MINUTES**  
**June 25, 2020**

**Present:** Craig Francisco (chairman), Bruce Fillmore (vice-chair); Rev. William R Stockhaus (alternate), Chuck Bolton (member) and Kelly Dearborn-Luce (Land Use Coordinator).

**Guests:** Floyd Graham, Robert Baskerville.

**I. CALL TO ORDER**

The chairman called the meeting to order at 7:00 PM, then explained due to Covid-19 orders from the Governor's office, the meeting will be conducted with safe distancing measures.

**II. DISCUSSION**

**Note:** The chair stepped down for the following hearing.

**a) CONDITIONAL USE PERMIT**

Brook Shire, LLC. of Elanor Way [412/197-19] in the Rural Agricultural District. The purpose of the conditional use permit request is for a proposed driveway to exceed the 10% slope driveway regulations, refer to Section 36.3.5.3. The vice-chairman reviewed the application, and **motioned** to accept it as complete, seconded by Rev. Stockhaus, and all were in favor; 3-0. Mr. Baskerville, of Brook Shire, LLC., spoke to the Board, giving the history of the site, and reasoning why the driveway is needed in the location requested. Dimensions of the driveway were also explained, and alternative ways the driveway possibly could be done, but why they wouldn't work. There are no conditions coming from the applicant to the prospective homeowner, as he is not the builder, so he cannot dictate where to build the house. The vice-chair responded if the permit was approved, there is only one way the driveway could go, and approval cannot be granted for a 50% grade on the first 100 feet of the driveway. Mr. Fillmore then read through a letter, dated June 8, 2020, that stated the following will be required:

- A driveway shall be constructed to meet the driveway standard for 1 or 2 dwellings.
- Due to the slope, an adequate turnaround is needed.
- Driveway subject to acceptance (of site plan) from the Fire Chief.

Discussion touched on various needs that will be required from Brook Shire, LLC. The vice-chair then asked for public comment. With no response, public comment was closed and there was no further discussion from the Board. Rev. Stockhaus **motioned**, seconded by Mr. Bolton, to approve the request of Conditional Use Permit for Brook Shire, LLC. of Elanor Way [412/197-19] with the following seven conditions. All were in favor; 3-0.

1. Typo on Note #5 - remove River Road; replace with correct road, Elanor Way.
2. Plowing snow removal area shall be defined on plan. Spot to put snow halfway up is needed.
3. If the driveway location is changed, not to exceed 15%, and any horizontal relocation by 10' needs to come before the planning board again.
4. Fire ward must approve the driveway and site plan in writing.
5. A 15% grade runs for 100' long, this is the max it can go.
6. Adequate turnaround is required and must be noted.
7. Driveway shall be constructed to meet the driveway standard for 1 or 2 dwellings.

**b) EXPEDITED SITE PLAN REVIEW APPLICATION**

Segal Family Acquisitions, LLC. for property at 474 South Stark Highway [412/175] in the Commercial District. The applicant would like to construct a 40x50 auto part storage addition to the existing (Sanel Auto) store. Details in the application were reviewed, and then the vice-chair **motioned** to accept application as complete, seconded by Rev. Stockhaus and all were in favor; 4-0. Facilities manager, Mr. Graham, explained details in the application; specifically, the application checklist of required exhibits and data, the existing conditions photos, and site plan. Discussion included required lighting specifications, reasoning for the expedited application, berm clean-up, and pole light removal. Public comment was closed by the chair. He explained existing exposed contours need to be fixed, Item #23 on the application check list. Mr. Fillmore moved to accept the correction, seconded by Rev. Stockhaus, and all were in favor. Chair asked once more for comment, and there was none. Mr. Fillmore motioned to approve the expedited Sanel site-plan at [412/175] with the following conditions:

1. Note #1 reviewed and revised.
2. Add a note that the site is in act for protection district or if it has been checked.
3. Add a table for the impervious pre and post development with percentages of each.
4. Verify that the existing septic system is approved and large enough incorporate the addition for the number of employees and addition, and if not, a new septic approval and install it.
5. Loam and seed from back of addition to edge of gravel beside concrete pad and new well.
6. Remove two high-sodium lights and poles, and replace with 7 downcast lights at door entry's and window locations, as shown.
7. Salt shall be kept to a minimum for deicing the driveway in the wintertime.
8. Modify construction table to have completion done by 7-25-2021.

Chair stated technically this is not an expedited application. Then, Rev. Stockhaus seconded the motion, and all were in favor; 4-0.

**III. BUILDING PERMIT FEE SCHEDULE** Discussed and reviewed: Prices, income, different size homes and calculating the finished area and another option about .40 cents per square foot for gross area. Options remain for discussion, therefore on the agenda as public hearing continuation for July 9, the next scheduled Planning Board meeting.

**IV. MINUTES** \*June 11, 2020 were reviewed. Mr. Fillmore made a **motion** to approve amended minutes, motion was seconded by the chair, and all voted in favor; 4-0.

**V. NEXT MEETING** \*August 11, 2020, 7:00 PM

**VI. ADJOURNMENT** The meeting was adjourned.

Respectfully submitted,



C. Provencher,  
Minute Taker