

1 **Planning Board Meeting**

2 **July 11, 2023, Meeting House**

3 **Final Minutes**

4 **Members Present**

5 Greg Meeh (Chair), John Schneider (Vice Chair), Anne Dowling, Joshua Gordon,
6 Kent Ruesswick (BOS rep), Logan Snyder and Ben Stonebraker (alternate)

7 **Members Absent**

8 Rich Marcou

9 **Others present**

10 Harold French, (applicant): Marty and Betsy Vaughn, Jacqueline Laufman, Martha
11 Gilman, (applicants): abutters Tracy and Randy Pierce, Craig and Joanne Van
12 Rossum, Craig and Joanne Pullen, Melissa Grover, Eric Alvarez, Zach Zguris

13 **Agenda**

14 **1. Call to Order**

15 Greg Meeh called the meeting to order at 7pm.

16 **2. Previous Minutes of June 27**

17 Kent Ruesswick moved accepting the Minutes of June 27. Anne Dowling
18 seconded. All members present voted in favor except for Joshua Gordon who was
19 absent then.

20 **3. Harold French, 114 West Road, subdivision/ lot line adjustment hearing**

21 Harold French was attending with new and improved plans for the Planning Board
22 to review. He explained they were creating three lots from two, from his lot at 118
23 West Road and the parcel from 114 West Road LLC. His lot was being split in the
24 front with 200-foot being annexed for the dwelling behind his house. They would
25 have their own driveway. His lot gained 70-foot frontage. There is a 200-foot
26 minimum frontage in the Commercial zone.

27 Greg went through the check list to see that everything was noted on the plan.
28 The Board now had the sign off from the other owners (114 West Road LLC) and
29 the state approval for the subdivision required because it is under 5 acres.

30 Waivers were agreed for size and location of public service connections. Several
31 items were not applicable (signage, snow removal, noise, traffic, lighting).

32 There were no abutters present.

33 **The Board moved towards approval. John Schneider made a motion that the**
34 **application was not of Regional Impact. Joshua Gordon seconded. All voted in**
35 **favor.**

36 It was agreed that a site walk was not necessary.

37 Greg invited members to discuss the merits of the application. It was noted that it
38 was an oddly shaped lot, but it was a reasonable solution and was not a bowling
39 alley shape.

40 **Joshua Gordon made a motion to unconditionally approve the Harold**
41 **French/114 West Road LLC subdivision, at Tax Map 248, Lots 008 and 009, given**
42 **that the proposal, in the opinion of the Planning Board, complies with the**
43 **Ordinance and the Subdivision regulations given the plans presented and the**
44 **waivers granted. John Schneider seconded. There being no further discussion, all**
45 **members present voted in favor of approval of the subdivision plan.**

46 Harold French said he would bring the mylar to the town office. The secretary
47 would then take that to the county Registry.

48 **4. Marty Vaughn and Gilman Girls LLC – Site Plan Review Application for**
49 **Expansion of the Top O’ the Hill Disc Golf Course**

50 Greg noted that the Board had concerns from the preconceptual discussion last
51 year regarding parking conditions and sanitation arrangements.

52 Marty described aspects of the Top o’ the Hill Disc Golf course as it had expanded
53 over the years, from 15 parking spaces originally to around 160 proposed now. He
54 uses porta potties and during events, orders more. He had been out during the
55 recent heavy rains and thought his parking lot was not affected. The water goes
56 into a culvert and across the road, under Rt 132. The state had crowned the road

57 about 2 years ago and it was not flooding now. He had expanded parking each
58 year. It was noted that 160 vehicles were a great deal more than 15. There is still
59 more space that can be utilized.

60 There was discussion about aspects of the current operation that might be
61 relevant to approval and allowing a degree of expansion in the future. The main
62 concerns were adequate parking and sanitation arrangements. These included:

- 63 • How many people constituted a normal day's attendance? That would be
64 around 40-45. Each course could take 72 people so potentially that meant
65 140 or so people playing at once. But on each course, if 70 or so were
66 playing there were other people, such as family members, who came with
67 the players so 100 was agreed as a better maximum number for regular
68 operations. More people attended tournaments (events) and it was
69 established that during some years there have been 2 of those, and in the
70 future, there could be at least 3 per year. Marty said he was unlikely to do
71 more than 5 events per year.
- 72 • Maximum numbers set could be helpful for the town in the future if
73 increased attendance was needed – it could be done incrementally – and
74 provide protection should someone else buy up the course and try to
75 expand it so much that permanent bathrooms would be required. The
76 Select Board gives special permits for events over 200.
- 77 • People come to play for about an hour to an hour and half – so there is
78 turnover during the day.
- 79 • Site plans normally show where toilet facilities will be, even if these are
80 porta potties – for 100 people attending, there should be 3 porta potties.
81 And stipulate that 2 extra porta potties were needed for events.
- 82 • Businesses in town are required to show their storm water plan on site
83 plans so without complicating things too much, this needs to be addressed.
- 84 • Alcohol and drugs are prohibited at Top O' the Hill.
- 85 • The size of the car parking space impacts the storm water runoff due to the
86 clearing of the ground – it is gravel or dirt – an engineered storm water plan
87 of the parking lot would be necessary.
- 88 • It was not clear if the Disc Golf course should be ADA compliant – that issue
89 needed to be addressed and resolved.

90 The Board believed that the application submitted was incomplete. There was no
91 site map of the course available (possibly there was one in the town office), and
92 there was concern about the absence of storm water planning and the driveway
93 of the business being shown accurately. The owners were encouraged to get a
94 new plan from an engineer to show how storm water will be dealt with, show the
95 parking lot in square footage, and the distance from the road with the driveway.

96 **Joshua Gordon made a motion to deem the application incomplete due to there**
97 **being no engineered storm water plan or accurate drawing of the driveway. John**
98 **Schneider seconded. Members all voted in agreement. The application was to be**
99 **tabled for a subsequent hearing with additional materials.**

100 Jacqueline Laufman raised the issue of there not being any storm water drainage
101 request at the time when the disc golf course was originally set up. It may be on
102 the map that Mandy has in the town office, from 2013.

103 Abutters who attended were invited to give their views either for or against the
104 expansion of the disc golf course.

105 Melissa Grover said she lived directly across the street and although she has had
106 water from Top O' the Hill come into her property in the past, that has not
107 happened since the state last worked on the road surface.

108 Corinne and Craig Pullen spoke as abutters on School House Road. They had
109 attended the ZBA and preconceptual meetings last year. Their concern was that
110 there should be a 300-foot setback. As of now they do not hear much noise but
111 they wanted to make sure that their horseback riding business is not encroached
112 upon. They would like to see a plan of the proposed course expansion. Marty
113 thought there was over 700 feet between baskets to their boundary and he did
114 take all safety concerns very seriously. The Pullens wanted to attend any future
115 meetings and see the distances proposed.

116 Craig Van Rossum said he lived at the end of the cul-de-sac on Cambridge Drive.
117 He had not been at the ZBA meeting. He asked about the power lines. The course
118 would go across the power lines. He could hear players yelling now when they
119 were close to those power lines. He understood there would be no extra lighting
120 added since players used natural light. He wanted to see a detailed plan. As of now

121 the Board does not have a map that showed Cambridge Drive in relation to the
122 expansion.

123 Zach Zguris, an abutter, expressed concern at the lack of maps and full
124 documentation. It was unprofessional. He did have concerns for the future. There
125 should be a proper public record. What kind of map did they have? A surveyed
126 one or just hand drawn. Others in town had been required to produce proper
127 documentation. He would want to attend a future meeting.

128 **It was established that abutters would be notified by first class mail of the next**
129 **meeting, and the secretary would also post notice on the website and in the**
130 **town office and library.**

131 Martha Gilman, one of the Gilman Girls selling the land for the expansion,
132 confirmed that they don't have an official lease on the property.

133 There was further discussion about proposed hours of operation. Sunset to
134 sundown varies considerably from summer to winter seasons. Should it be 7 am
135 to 7 pm or later? 7 to 7 sounded fair to most abutters.

136 There was discussion about possible noise issues. Tracey Pierce, on Boyce Road,
137 said they do hear the odd 'yippee' if someone scores. Zach Zguris recalled a
138 nighttime concert where the noise was so loud his windows shook and the police
139 were called. There would also be a special Halloween game where players did play
140 at night in the dark using special baskets. **Greg noted that no amplification would**
141 **be a condition of approval as well.**

142 **Joshua Gordon made a motion to table the hearing until there is more**
143 **information and a complete site plan review application. John Schneider**
144 **seconded. All were in favor of tabling the hearing.**

145 **5. Canterbury Fair – table, literature, outreach?**

146 Greg wanted to set up a table at the Canterbury Fair, to start the outreach for the
147 public hearings in the fall and to make people aware of the Master Plan
148 progressing. Greg and Anne could each do a couple of hours in the morning of the
149 Fair. Several members were not available that day. They would need materials
150 from CNHRPC too. So – **ACTION ITEMS FOR GREG – FIND OUT IF THE PB COULD**
151 **HAVE A TABLE AT THE FAIR AND CONTACT MIKE TARDIFF FOR MATERIALS.**

152 **6. Height limit for flags/signs in the Ordinance**

153 Joshua Gordon had drafted some thoughts about changing the ordinance to put in
154 a limit for flag poles and signs. As of now the maximum allowed is 10 feet high.
155 The issue had been raised because of a business with a tall flagpole showing on
156 I93. It was suggested it could say something like ‘no flagpole shall be greater than
157 30 feet in height’. For signage larger than allowed, businesses have to go to ZBA
158 for a special exception. There was discussion about regulations for the possible
159 maximum size of a flag since none exists right now. Content cannot be regulated
160 but height and square footage may be.

161 **ACTCION ITEMS: John Schneider offered to research what was an appropriate**
162 **size for a flag on a 30-foot-high pole.**

163 **And Joshua will work on a second draft of the zoning amendment re height**
164 **limits.**

165 **7. Extra information re existing housing developments in town**

166 Greg noted that in the discussion at the last meeting about housing developments
167 in town, one was missed out.

168 That was The Spruces, on Baptist Road. It had been built in the 60s by Don Booth,
169 before zoning. Only half of the land had been used so far. It is managed by a
170 company and there is a board including Canterbury residents. Residents must
171 qualify to live there.

172 **8. Board chairs meeting for land use issues**

173 Greg will attend the joint chairs meeting, for CCC, Ag Comm, ZBA as well as the
174 Board of Selectmen. Were there any agenda items members wanted to have
175 raised?

176 Greg suggested road waiver issues, or accurate use of terms, confusion about the
177 table of uses, variances versus special exceptions.

178 **9. Adjournment**

179 Kent made a motion to adjourn. Greg seconded, all were in favor. It was about
180 8.45 pm.

181 Respectfully submitted, Lois Scribner, secretary

182

183

184

185

186

187