**Planning Board**

Town of Greenfield

Preliminary Meeting Minutes

Recorded by Janice Pack

September 25, 2017

**Members Attending**: Paul Renaud, Ken Paulsen, Robert Marshall, Kathy Carpenter, Angelique Moon, Andre Wood

Sherry Fox (6:44 pm)

**Meeting Opened:** The meeting was called to order by PRenaud at 6:00 PM.

**Minutes**: The Minutes from the meeting of September 11, 2017 were read by PRenaud. Several changes were made:

Line 35: Correct Awood to AWood

Line 47: Correct “Sowthwest” to “Southwest”

Line 50: Correct “say” to “saw”

Line 56: Correct “sill” to “will”, and for clarification purposes, insert “invoice from the Monadnock-Ledger for noticing”

Line 70: Correct “parenthesis” to “parentheses”

Line 75: Correct “Goal” to “goals”

KCarpenter motioned to accept the minutes as amended. KPaulsen seconded and all voting were in favor. AWood and PRenaud abstained (4-0-2) Motion passed.

**Mail**

A/P Folder – Invoice from Southwest Region Planning Commission for $2,500. We paid $2,300 in July; there is a balance due of $200.

Memo from Aaron Patt regarding the 2018 budget worksheets and preliminary timelines.

9 sets of Master Plan chapters from SWRPC.

**Old Business**

PRenaud noted that the chapters received from SWRPC did not have any Tables of Contents, even though PRenaud had asked for them by phone and email. There is no overall Table of Contents either. He asked the Board how important this was. He said he could make the changes himself. KPaulsen suggested that we just forego the Table of Contents for the 2 additional chapters which we just received (Natural Features and Future Land Use). PRenaud stated that we did not receive the new maps either.

RMarshall asked why we are not getting the deliverables that we’ve asked for. SWRPC owes us these items, and he feels we should not pay the remaining balance until these items are received. PRenaud will give Lisa Murphy a call.

However, after further discussion, it was noted that those were the 2 chapters that we did, so it was not her responsibility to do the Table of Contents for them. We did not receive the electronic copies; however, and we did want to receive the entire Master Plan in both PDF and Word. It was decided that PRenaud will call LMurphy and find out what it will cost for her to finalize this, and include the Table of Contents and the additional maps.

**Master Plan Certification**

Since there are still some outstanding issues, we will hold off on the certification page.

REMINDER: October 3rd is the Select Board meeting where KPaulsen will share his presentation with the public. PRenaud would like everyone to show their support and attend.

Sherry Fox joined the meeting at 6:44 PM

**PCC (Preliminary Conceptual Consultation) – Dave and Tammie Blanchette – Sawmill Road Self-Storage Units**

As the listing agent for the Blanchettes, KCarpenter recused herself from the PCC discussions.

TBlanchette detailed their plan to provide 27,000 square feet of well-maintained short and long term self-storage services that will be offered for both residential and small business renters, with approximately 33 units and a stand-alone office building. They do have a purchase and sale agreement that is contingent on their receiving financing and any approvals needed by December 29, 2017. They will need a zoning variance to use the property to its fullest potential, as the Industrial District requires setbacks of 100’ for the front and 50’ for the side and rear, and they feel it would be impossible to put a usable project on this site with those constraints. They are asking for a joint public hearing with the Planning Board and the ZBA.

PRenaud asked how much of a variance they were looking for. Where 50’ is required, they were looking for 20’. Where 100’ is required in the front, there would be 67’. DBlanchette confirmed that the trees on the lot would be removed. RMarshall asked if they were planning to excavate the hill, and DBlanchette said they were. RMarshall asked if they were planning to use pavement, and DBlanchette said not at this time. RMarshall said they would need to be conscious of the surface water run off since it is next to the brook that feeds Otter Lake. AWood suggested they consider fewer buildings which would eliminate the need to go before the ZBA. AWood did say that from an Economic Development standpoint, their plan is a great idea. PRenaud asked the Board if they felt comfortable moving forward without the Blanchettes actually owning the property. It was decided that as long as they could provide documentation as to their intent and their ability to speak on behalf of a piece of property they do not yet own, then the next step would be to present a formal application.

No one on the Board has participated in a joint public hearing before. PRenaud read from the RSAs regarding joint hearings. The Board determined that a joint notice would be sufficient. Per the RSAs, the meeting would be chaired by PRenaud. The ZBA would hear the case for the variance first. The procedure for the public hearing was discussed. The option of meeting first with the ZBA and secondly with the Planning Board was also discussed.

The Board continued to ask questions regarding lighting, noise, fencing, snow removal, traffic, and signage. There is an existing driveway. There will not be any septic. RMarshall felt it would be a great use of the property if it was done well. Their project would look like the self-storage facility in Antrim according to DBlanchette.

After much discussion, the Board suggested that the Blanchettes move forward and submit their applications to the ZBA and the Planning Board.

**Preliminary 2018 Budget**

Advertising – was $1,000. This will remain the same.

Clerical Wages PB – was $2,500. This will remain the same.

Clerical Wages EDAC – was $600. This will remain the same.

EDAC – was $1,500. This will remain the same.

Education & Conventions – was $350. This will decrease to $300.

General Supplies – was $300. This will decrease to $250.

Another line was added for the projection equipment - $800

Legal/Professional Services – was $3,000. This will decrease to $2,500

Master Plan Update – was $1,000. Use $200 as a placeholder.

Postage – was $600. This will remain the same.

Printing – was $100. This will decrease to $50.

Publications – was $100. This will remain the same.

Registry fees – was $200. This will remain the same.

PRenaud will put this into a spreadsheet and get it over to APatt before the deadline.

KPaulsen moved to adjourn this meeting, and AMoon seconded. All were in favor. Motion passed.

**The meeting adjourned at 9:00 PM.**