**PLANNING BOARD**

**TOWN OF GREENFIELD NH**

**MEETING MINUTES**

**RECORDED BY SHARON ROSSI**

**October 26, 2015**

**Amended:**

Members attending: KO’Connell, PRenaud, KPaulsen, AWood, JFletcher, RMarshall (sitting in for SFox)

Attendees: KDay MPerron, MBorden (late arrival)

**7:03P.M. Meeting Opened**

PRenaud began reading the 10/5/2015 meeting minutes. PRenaud motioned to accept the minutes as amended. JFletcher seconded the motion. Vote unanimous in favor.

KO’Connell commented about the question of Planning Board’s comment line on the Board of Adjustment application form. (Zoning Ordinances, Section 5 part F, page 52) KO’Connell read the section to the Planning Board. RMarshall said that our comment could have reflected bias. KO’Connell handed a copy of an e-mail from BFrost with information on the ZBA application’s Planning Board comment line. RMarshall reiterated “the effect of the special exception or variance on the proposed character of the neighborhood as it is defined by the Master Plan.” (Section 15 F, page 22 of Zoning Ordinance.) AWood said, “We should not comment on a specific case, but on the generalities of the case when making a comment on the ZBA application form.”

**7:32 PCC – Michele Perron**

KO’Connell spoke with MBorden about his attendance for the PCC. MBorden has a previous engagement but will try to make our meeting. KO’Connell explained this is a non-binding meeting. We are trying to help her in having all her ducks in a row. He asked MPerron to ask her questions.

MPerron said a B&B seems to be straight forward in ordinance language. I am trying to stay in the lines and get all my questions answered, and yours as well. She has developed 3 tiers of pricing with 3 different time frames. If opened year round, rooms will be available seven days a week.

Discussion point #1: Configuration of rooms.

As I have are some rooms with no egress, so I’m not sure if they are considered a bedroom or not. I’ll ask MBorden to come and visit to help solve the room situation.

Discussion point #2: Understanding how B&B and Hotel differ.

Should I proceed as a B&B or a hotel? PRenaud has proposed zoning amendments clarifying the definition of both. He suggests you apply for a B&B. He also stated the town will have to approve the proposal in March at the polls. AWood said, It makes no sense to go for a B&B, if the only difference is head count. You should apply for a hotel. JFletcher said a hotel would be grandfathered. MPerron asked if it would be an issue because I don’t look like a hotel. AWood said if it acts like a hotel then it is a hotel, regardless of shape and size and will primarily be used by transients for lodging. PRenaud read the two proposed definitions as well as the zoning ordinance definitions. KDay said that she has been in that house and there is clear definition of the rooms and separation from her side of the house. JFletcher said, “If you presented a proposal to us now, the hotel would be the one to go for. Do you have plans for an event venue in the future?” MPerron replied, “Yes, dependent upon the town’s approval of the proposed zoning ordinance amendment.”

Discussion point #3: Pricing structure.

The Planning Board found the pricing schedule to be irrelevant to the discussion.

Discussion point #4: Homeaway.com website

MPerron said there is a huge trend for people to rent their houses out for vacation or on a limited basis. My residence was posted on Homeaway and it was taken down. Not sure why it was taken down as there are two other homes in Greenfield listed there. Homeway.com is about renting your whole house and not individual rooms. Can I offer that on the site now? AWood said this is a non-issue as any homeowner can do this. KO’Connell said, “You’ve brought up a very interesting point, this hasn’t been addressed by this board as it this hasn’t come up before. KDay asked, “If she is a hotel and wants to go away for the winter, can she rent her home?” RMarshall said, “She is closing her hotel, she could do so.:”

MBorden said if you are approved as a B&B, the approval goes with the property. He read from the Life Safety Code guide about how to classify buildings. A hotel is building or group of buildings under same management with sleeping accommodations with or without food. The Life Safety Code guide regulates 16 or fewer differently to or 16 people and over. 16 people and over, the regulation require that the building is protected by an approved automatic sprinkler system. Also rooms shall be required to have a door opening to the outside or leading to an outside door. KO’Connell said deciding which designation you want to apply, you need to talk to MBorden first about those non-designation rooms. MPerron said, “Right now it makes more sense to be a B&B.”

Discussion point #5: Timing

How long does it take to do the newspaper notification for a site plan application? There is a time constraint as I would like to be open by mid-November. KO’Connell stated that the soonest would be the 2nd meeting in November. Postings have to be done 10 days before the actual hearing.

MPerron said she will work with MBorden to get the Life Safety Codes in place for a B&B. She will list on Homeaway for now. MBorden said the septic is fine as there is no change in the number of bedrooms. RMarshall said as this is a change of use, is there a different standard for a B&B? Is the 150 gallon per day number the same for a home and B&B.? MBorden said, “If there is an increased use; if there is an apartment with a kitchen, but there is no change in water usage.” MPerron said, “There has been no changes in the number of the bedrooms (4).”

KO’Connell said we are talking about all season use now as a B&B so parking will be very different for winter use and for snow removal. AWood said the site plan has to look at the impact on the roads, neighborhoods.

MPerron asked what should I do to change this into a wedding event venue. KO’Connell said that the wedding venue can’t be your primary use, it has to be an ancillary use to the B&B.

PRenaud suggested MPerron look at and help with the proposed amendment for event planning ordinance. The Planning Board will be looking at the proposed ordinances and make changes to or create a new ordinance. MBorden will be involved as well.

KDay asked if MPerron decides after the winter, what does she have to do to upgrade? RMarshall responded, “Another site plan review to change the use from B&B to event venue.”

PRenaud said we all agree that an ordinance should come from the Planning Board rather than by petition.

**8: 36 PCC ended.**

PRenaud handed to the Planning Board the proposed 2016 zoning amendments:

Remove hotel definition. After an extensive discussion on hotel & B&B definitions, it was tabled for further discussion at a later date. Members are to read proposed amendments and further discussion will happen in the upcoming meetings.

There will be further discussion on the changes that RMarshall presented on the current zoning ordinances.

KPaulsen commented at a previous Select Board meeting with the Budget committee, the preliminary planning for Capital Reserve Funds has resulted in $163K to be proposed in warrant articles at the March 2016 Town Meeting. KPaulsen invited Planning Board members to the information meeting on November 19 at 6:30 p.m. KPaulsen will be doing a PowerPoint presentation on why and what will be set aside in this fund.

JFletcher asked who the town forester is. PRenaud replied, Karla Allen who resides in Conway. JFletcher said that he is working with someone at NE Forest Products and he has offered his services to be the town forester, so who do I contact. The Select Board.

PRenaud said the EDAC budget is going up $100 from the original proposal and he will be breaking it out from the Planning Board.

**9:04 P.M. Mail Received:**

* Letter from Planning Board/Town of Lyndeborough: advising Maiers Road is in compliance with Town of Lyndeborough Zoning Ordinance.
* Invoice for Allrose Farm for Monadnock survey and Balance Due - $339.53
* Court Update: Merriam Farm v. Town of Surry, re: single family home on a Class VI road
* Phone Message for Kevin: re: mapping info: 919-674-8847 unknown caller
* Brochure from American Planning Association
* Invoice from Monadnock Ledger – balance due $123.00

**9:50 Adjournment**

PRenaud motioned to adjourn. AWood seconded the motion. Vote unanimous in favor.

**Upcoming agenda items:**

**9:45 p.m. Adjournment**