

Town of Buxton
Planning Board Minutes
June 26, 2023

Minutes prepared by Heather Shaffer

Chairman Emery called the meeting to order at 7 pm noting attendance of:

Members present: Keith Emery, Craig Lefebvre, Chris Baldinelli, Jere Ross and Roger Tracy. Also attending on behalf of the town: Code enforcement officer, Patti McKenna, Code/Planning Secretary, Heather Shaffer. Others in attendance: Cliff Thomas, Henry Huntley, Andy Townsend and Adam Mowry and one other person who didn't identify themselves.

Keith Emery called the meeting to order at 7 pm. Chris Baldinelli seconded. Motion carried with all in favor.

Appointment - Stanley Brown - request for waiver of paving for family lots - #27 Buffalo Lane - Map 10 Lot 124K

Keith Emery suggested a site walk for this private road stating that the road has been there for years, is wide enough and already has reclaim.

Chris Baldinelli wanted to make sure that if the owners wished the private road to become a town road in the future, that the private road is required to be brought up to public road standards NOT at the Towns burden. Keith Emery confirmed this.

Craig Lefebvre mentioned Zoning Ordinance 10.1.B.1 and 10.1.B.2 which requires a plan be provided to the planning board but as the road was built over 20 years ago Chris Baldinelli suggested at least a letter from Mr. Brown providing specific information on materials used to build the road which was built 20 years ago and all three lots were created at that time; and clarified this was brought to the planning board because the owners wanted to turn the existing garage into living space.

Pictures of the private road and existing structure were viewed. Craig Lefebvre stated that if any of the family lots were to be sold outside of the family, the road would have to be paved as to not circumvent the ordinance.

Roger Tracy asked if this road is considered an access road. Keith Emery clarified that this is a family subdivision road.

Chris Baldinelli made a motion to schedule a site walk for Friday, June 30, 2023 at 6:00PM Craig Lefebvre seconded. The motion carried with all in favor.

Appointment –Adam Mowry Pool Brothers- is requesting a conditional use for a retail building for pool installation and sales at 761 Narragansett Trail – Map 6 Lot 26.

Adam Mowry submitted plans that show elevation and exterior information for the Planning Board to review. Keith Emery stated that the Planning Board conducted a previous site walk and noted that the Planning Board asked for an agreement to access both lots and reiterated the need for a Signage permit. Adam Mowry is still working on these items.

Craig Lefebvre asked if vinyl siding is acceptable. It is. Craig Lefebvre, viewing the plans asked for clarification regarding the materials to be used for the handrails. Adam Mowry noted that the engineer had been sick but had made notes about using wire for the handrails. Jere Ross asked for Mr. Mowry to provide a catalogue or brochure for those materials when available and also asked about the DOT permit. Mr. Mowry is still working on that.

Patti McKenna stated that if the ordinance requires sprinklers Mr. Mowry will need to get a Sprinkler permit from the local Fire department as well as the State, and pointed out that the Planning Board had questioned why the employee parking lot was at the front of the building. Adam Mowry explained plans to have employees park in the adjacent lot. Craig Lefebvre pointed out that even though Mr. Mowry owns both lots; an easement should still be recorded for clarity.

Jere Ross asked about the signage and if there were any lighting changes to the plans previously submitted in August of 2022. There were no changes. Adam Mowry confirmed that there will be individual lights on posts in the parking lot. Jere Ross asked if these lights would conform. Patti McKenna confirmed that they will.

Jere Ross Motioned for a Public Hearing to be scheduled on July 24, 2023 at 7PM Craig Lefebvre seconded. The motion carried with all in favor.

CEO Report: CEO McKenna is still working on a list of violations for the Planning Board's review. She suggested working on updates to ordinances for next year to include redefining auto repair businesses specifying if business is for industrial equipment repair and perhaps including the size of vehicles. CEO McKenna suggested adopting private road standards which are less than standards of public roads and that it could be added that private roads wanting to become public roads in the future will not be allowed until the private road is brought up to public road standards not at the towns expense.

Approval of Minutes: Meeting minutes from May 8, 2023 were reviewed. Craig Lefebvre motioned to approve the minutes as written. Chris Baldinelli seconded, newly elected board member, Roger Tracy abstained; motion passed 4-0

Approval of Bills: None

Communications: None

Other Business: Election of Officers

Chairman: Craig Lefebvre nominates Keith Emery, Chris Baldinelli seconded - passed 4-0

Vice Chairman: Jere Ross nominates Chris Baldinelli Craig Lefebvre seconded - passed 4-0

Secretary Jere Ross Nominates Roger Tracy Chris Baldinelli seconded - passed 4-0

Treasurer- Craig Lefebvre nominates Jere Ross Roger Tracy seconded - passed 4-0

Attendees may address the board: No attendee wished to speak at this time.

Adjournment: Jere Ross made a motion to adjourn the meeting at 8:00PM, Craig Lefebvre seconded the motion; the motion passed with all in favor and the meeting was adjourned at 8:00pm.

Date Approved:

7-24-23

Signed:

