

Meeting Minutes
April 6, 2021
JK, SB, KM, KS, JS, RH, KS

**PLANNING BOARD
RINDGE, NEW HAMPSHIRE
April 6, 2021**

DATE: April 6, 2021 **TYPE:** Public Hearing **APPROVED:** May 4, 2021

TIME: 7:00 pm

CALL TO ORDER: 7:00pm

ROLL CALL MEMBERS: Jonah Ketola, Sam Bouchie, Kim McCummings, Katelyn Smith, Julie Sementa, Bob Hamilton

ROLL CALL ALTERNATES: None

ABSENT: Holly Koski

EX OFFICIO: Bob Hamilton

PLANNING DIRECTOR: Kirk Stenersen

APPOINTMENT OF ALTERNATES: None

OTHERS PRESENT: Michael Aho, Jim Cooper, Jeff Kevan-TF Moran, Inc., Nate Chamberlin-Fieldstone, Paula Phillips, Roniele Hamilton, Paul Grasewicz, Marybeth Quill

Call to order and Pledge of Allegiance

Chairman Jonah Ketola called the meeting to order at 7:00 p.m. and the pledge of allegiance was recited. Jonah Ketola made everyone aware that the meeting was being audio and video recorded via zoom for meeting minute's purposes.

Roll call by Chairperson

Bob Hamilton – ex officio, Kim McCummings, Kirk Stenersen – Planning Director, Jonah Ketola – Chairman; Samuel Bouchie – Vice Chairman; Katelyn Smith and Julie Sementa

Election of Officers

MOTION:

Sam Bouchie made a motion to nominate Jonah Ketola as Chairman, Bob Hamilton seconded the motion:

Kim McCummings made a motion to nominate Kim McCummings as Chairperson. This did not move forward as there was no second.

Jonah Ketola made a motion to nominate Sam Bouchie as Vice Chairman. Bob Hamilton seconded the motion.

Both of the motions for Jonah Ketola as Chairman and Sam Bouchie as Vice Chairman passed with a vote of 6-0-0.

Announcements and Communications

Chairman Jonah Ketola welcomed Katelyn Smith back to the Board as a voted member, he also welcomed Julie Sementa to the Board and he welcomed Bob Hamilton back to the Board as the ex officio member.

Meeting Minutes
April 6, 2021
JK, SB, KM, KS, JS, RH, KS

Katelyn Smith announced that Meals to Go continues to operate on Tuesdays and Thursdays and starts at 5:00 p.m. until the meals are gone. It usually takes about 20 to 25 minutes so get there early. The program provides a cold meal to take home and heat up.

Kim McCummings announced that the Farmers and Crafters Market will begin again on the 2nd Thursday of May and run every Thursday from 3:00 p.m. to 6:00 p.m. on the West Rindge common pending Selectmen's approval of use of the common.

Approval of Minutes:

1. March 2, 2021

MOTION: Katelyn Smith moved to approve the minutes with the amendment in the Announcement and Communications section that there is no end time for the Meals to Go. It starts at 5:00 p.m. on Monday's and Thursday's and goes until the meals are gone. Kim McCummings seconded the motion. **VOTE:** 2-0-4

New Business/ Public Hearings

- 1. CONSIDERATION OF** an application for a Minor Subdivision submitted by James Cooper, Diane Cooper, Michael Aho and Caitlin Aho, 220 Woodbound Road, Rindge NH 03461, for property located at 220 Woodbound Road, Rindge NH, Tax Map 11 Lot 1-1 in the Residential Agricultural Zoning District. The applicant is seeking approval for a 2-lot subdivision.

Planning Director Kirk Stenersen read the background information from the Planning Department memo:

- 1) Graz Engineering, LLC on behalf of Michael J. & Caitlin D. Aho has submitted for approval of a 2-lot subdivision of land located at Tax Map 11 Lot 1-1 off of Woodbound Road.
- 2) The applicant has submitted a waiver request for bearings and distances of the remaining 43.18 acre parcel. This is a reasonable waiver request as no additional pertinent information will be provided by requiring a full survey of a large parcel with an existing house, well and septic system.
- 3) The application is substantially complete and the Planning Board has the information necessary to make an informed decision on the application.

Kirk Stenersen read the regarding the application section from the Planning Department memo:

- 1) The proposed minor subdivision is located in the Residential-Agricultural District.
- 2) There is no public infrastructure or utilities proposed.

Meeting Minutes
April 6, 2021
JK, SB, KM, KS, JS, RH, KS

- 3) The existing parcel is 45.94 acres with 654.35 feet of frontage.
- 4) The proposed lots are as follows:

<u>Lot#:</u>	<u>Area (sq. ft.):</u>	<u>Area (acres):</u>	<u>Frontage (ft.):</u>
1-1-1		43.18 acres	281.45 ft.
1-1-2	120,109 sq. ft.	2.757 acres	372.90 ft.

- 5) The large lot will continue to be accessed from Woodbound Road via the current driveway. The proposed lot will be accessed through its frontage onto Woodbound Road. The plan shows a proposed driveway location and Graz Engineering, LLC has submitted a letter outlining that the proposed driveway location meets the required site distances in both directions.

Paul Grasewicz of Graz Engineering presented the proposal stating that the property was jointly owned by the Coopers and Ahos. The Coopers are looking to build a house on the front part of the lot and therefore they are proposing to cut off a 2.75-acre lot with more than sufficient frontage proposed. On the topographic plan is a proposed house location. Soil testing was completed and state subdivision approval was obtained for the proposed lot. Paul pointed out the proposed driveway location on the southerly part of the frontage to stay away from the curve in the road. The proposed location is the best spot for sight distance in both directions.

MOTION: Bob Hamilton moved to grant the requested waiver from section V.1.B.3 of the Subdivision Regulations (for bearings and distances for the large remaining lot) and accept the Minor Subdivision application for Tax Map 11 Lot 1-1 as presented as substantially complete. Katelyn Smith seconded the motion. **Vote: 6-0-0**

There was brief discussion on the waiver request and boundary. There is a recorded boundary plan for the entire parcel.

Jonah Ketola opened up the meeting to the public. There was no public input so Jonah Ketola closed the public hearing.

Kirk Stenersen read the recommendations section from the Planning Department memo:

I recommend approval of this minor subdivision subject to the following conditions:

- 1) Monumentation (iron pins or drill holes) shall be set at all new lot corners.
- 2) All applicable governmental permits shall be obtained, including but not limited to NHDES state subdivision approval.

Meeting Minutes
April 6, 2021
JK, SB, KM, KS, JS, RH, KS

- 3) Prior, during and after recording of the decision, the applicant shall be made aware that any conditions placed on this subdivision plan through other governmental or permitting agencies are hereby included in this approval.

MOTION: Sam Bouchie moved to grant approval of this Minor Subdivision for Tax Map 11, Lot 1-1 as presented with the three aforementioned conditions. Kim McCummings seconded the motion. **Vote: 6-0-0**

2. CONSIDERATION OF an application for a Major Site Plan submitted by Patriot's Holdings, LLC c/o Jeremiah Boucher, 4023 Dean Martin Drive, Las Vegas, NV 89103, for property located on 15 Sears Drive, Rindge NH, Tax Map 2 Lot 59-3-1 in the Business Light Industry Zoning District. The applicant is seeking approval for a Self-Storage Facility.

Planning Director Kirk Stenersen read the background information from the Planning Department memo:

- 1) Field Stone Land Consultants, PLLC on behalf of Patriot Holdings, LLC has submitted for approval of a major site plan for a self-storage facility located at the northeast corner of the intersection of U.S. Route 202 and Sears Drive on Tax Map 2 Lot 59-3-1.
- 2) The applicant has provided the Planning Board with the information necessary to make an informed decision on the application. I recommend the Planning Board accept the application as substantially complete and open the public hearing.

Kirk Stenersen read the regarding the application section from the Planning Department memo:

- 1) The proposed project is located in the Business Light Industry District.
- 2) Tax Map 2 Lot 59-3-1 is 3.89 acres with 311.55 feet of frontage on U.S. Route 202.
- 3) Currently there is a 5,075 square foot (footprint) 2 story climate controlled storage building with associated parking and drives on the property.
- 4) There is no public infrastructure or utilities proposed.
- 5) The wetlands were delineated by Christopher A. Guida.
- 6) The existing conditions and topographic survey were completed by Fieldstone Land Consultants, PLLC.
- 7) The site was designed by Fieldstone Land Consultants, PLLC.
- 8) The application is for the construction of an additional five self-storage buildings totaling 15,200 square feet, with associated parking and drives.

Meeting Minutes
April 6, 2021
JK, SB, KM, KS, JS, RH, KS

- 9) Access to the site will be from Sears Drive which is goes through the property and is accessed off of U.S. Route 202.
- 10) The site is currently served by an on-site well.
- 11) The site is currently served by an on-site subsurface sewerage disposal system. A potential relocated leach field is shown on the plans.
- 12) It is my understanding per the applicant's engineer that the area of disturbance is less than 100,000 square feet so a NHDES Alteration of Terrain permit is not required.
- 13) Site lighting will consist of wall mounted lights. See lighting plan on sheet 5. If the applicant desires lighting other than the wall packs it needs to be shown on the site plan and shall be downcast lighting and shall be in compliance with the Town of Rindge Site Plan Regulations.
- 14) The applicant has submitted drainage calculations and they appear to adequately meet the requirements of the Site Plan Regulations.
- 15) There is existing paving within 50 feet of the wetlands on the property but there is no further encroachment of impervious surfaces on the 50 foot setback proposed.
- 16) The Planning Board should discuss the plans for the septic system and leach bed area. It is my understanding that the existing building is climate controlled self-storage and does not require a septic system.
- 17) The Planning Board should discuss the limited parking spaces and if they are adequate for the site.

Nathan Chamberlain of Fieldstone Land Consultants presented the application before the Board. The existing climate-controlled storage building is the old Sears store which is why there is excess pavement on the site. The reason for the septic system is because there were accessible bathrooms in the existing building but those have been closed off. The storage buildings do not require bathrooms or a septic system but Fieldstone has proved out a location for one if needed in the future.

The site design is holding the existing edge of pavement for the most part with some additional pavement on the south side of the site. The driveways have been shifted down to make the layout of the site work. The open space or green space on the lot has gone down 5.7% from 77.1% currently to 71.4%.

The storage buildings will be standard slab on grade storage buildings. There will be a standard pitch roof on the larger building with shed roofs on the narrower buildings on the perimeter.

Meeting Minutes
April 6, 2021
JK, SB, KM, KS, JS, RH, KS

Currently there are no drainage facilities on the site for controlling stormwater runoff. There is a catch basin at the site entrance that appears to be homemade, the proposal is to replace it with a new catch basin. The runoff from the site will be captured and directed to an infiltration basin on the northwest side of the site. The runoff will also be treated in the area of the basin and the basin will control the peak flow from the site. The edge of the pavement will not go any closer to the existing wetlands and the plan is to install a curb to capture the runoff and direct it to the infiltration basin. The buildings are design to be constructed on a one percent slope which assists in getting the drainage to flow to the basin. The high side of the buildings is towards Sears Drive.

The existing pavement will be torn up, reclaimed, regraded and new asphalt will be put down. There is underground power that runs along Sears Drive to the elderly housing to the east of this site. A majority of the site remains undisturbed.

The proposal is for site lighting on the sides of the buildings. There are currently five pole lights on the site which will be removed. Nathan Chamberlain pointed out the proposed light locations on the lighting plan. The lights are shielded and downcast. There are five parallel parking spots shown for the existing climate controlled self-storage. There is some landscaping along Sears Drive and the clump of wooded area along Sears Drive will remain. There is a wooded stretch in the DOT right of way along 202. You can see through these trees. Sears Drive is an easement over the subject property. Planning Director Kirk Stenersen clarified that right of way setbacks must be met for any private right of way which provides access to two or more properties.

Discussion took place on the electrical service and Nathan Chamberlain confirmed that the only electrical will be for the security lighting on the new buildings, there will be no electrical services inside of the storage units. Discussion took place on what there will be for outside storage if any. Nathan Chamberlain confirmed that all storage will be within the buildings on the site.

Discussion took place on the location of the Renaissance apartments in relation to this site. Nathan Chamberlain stated that the apartments are well over two hundred feet from this site.

MOTION: Sam Bouchie moved to accept the Patriot Holdings, LLC “Self-Storage Facility” major site plan application for Tax Map 2 Lot 59-3-1 as substantially complete. Katelyn Smith seconded the motion. **Vote: 6-0-0**

There was discussion on whether there will be fencing around the perimeter of the property and a gate for security purposes. Nathan Chamberlain stated that it is not proposed but he will confirm with his client. A brief discussion followed on whether there will be security cameras, it was unknown whether there would be. The planning board would like to see some sort of gate, at a minimum, for security purposes and strongly encouraged the engineer to pass this onto the applicant. The board felt this could not be a condition of approval.

A discussion took place on the lack of a buffer along Route 202 to screen the back of the building adjacent to 202 as this is the entrance to the town from Massachusetts. After discussion

Meeting Minutes
April 6, 2021
JK, SB, KM, KS, JS, RH, KS

the board felt it would be reasonable to require an infill of mature evergreens to augment the existing thinned out buffer of trees.

There was discussion on the signage proposed for the site. The existing pylon sign will be reused and is required to meet the requirements of the sign ordinance.

Chairman Jonah Ketola opened up the public hearing for public input. Roni Hamilton wanted to make sure that the access to the storage units will not be from 202. Nathan Chamberlain confirmed that access will be from Sears Drive and the units will be accessed from the interior of the site. Marybeth Quill wanted to confirm that there will be not be any lighting on the 202 side of the buildings. Nathan Chamberlain confirmed that the lights are all on the interior of the site. The middle wider buildings are accessed from both sides of the buildings but still from the interior of the site. Roni Hamilton asked for clarification that the existing building is remaining, Nathan Chamberlain confirmed that is the case.

Discussion took place on the anticipated traffic to the site; it was concluded after discussion that there may be heavy traffic at the initial start up but after that the traffic will be minimal and spaced out. Discussion took place if there will be restrictions on what can be stored on the site. The concern was if there will be hazardous materials stored on the site.

Bob Hamilton expressed concerns on the being able to reach the owner if there are issues on the site and the police need to reach the owner as it appears he is from Nevada. After discussion it was determined that a property management company would most likely run the storage rentals and their contact information would be provided.

Kirk Stenersen read the recommendations section from the Planning Department memo:

Pending the Planning Board's review, consideration and satisfactorily addressing the above mentioned items I recommend approval of the Patriots Holdings, LLC "Self-Storage Facility" Site Plan with the following conditions:

- 1) All applicable governmental permits shall be obtained, which may include, but are not limited to:
 - a. NHDES approval for septic system construction
- 2) Prior, during and after recording of the decision, the applicant shall be made aware that any conditions placed on this site plan through other governmental or permitting agencies are hereby included in this approval.
- 3) The site address shall conform to the NH Enhanced 911 naming and numbering system as managed by the Director of Public and Life Safety, Rick Donovan.
- 4) All exterior site lighting shall be downcast lighting and shall be in compliance with the Town of Rindge Site Plan Regulations.

Meeting Minutes
April 6, 2021
JK, SB, KM, KS, JS, RH, KS

- 5) All construction, site work, and site operations shall be consistent with the most recent set of plans by Fieldstone Land Consultants, LLC for Patriot Holdings, LLC Self-Storage Facility dated March 16, 2021, revised 3/23/21 or subsequently amended and associated documents (e.g. Storm Water Management Report Self-Storage Development” – dated March 16, 2021 and revised March 23, 2021).
- 6) The applicant shall provide infill of mature evergreens between bare spaces of existing natural buffer along Route 202 (to screen back of buildings).
- 7) A note shall be added to the plan that no hazardous materials shall be stored on-site.
- 8) The applicant or applicant’s agent shall provide the Planning Office with an electronic copy of all approved plans.

MOTION: Katelyn Smith moved to grant approval of the Patriots Holdings, LLC “Self-Storage Facility” major site plan application for Tax Map 2, Lot 59-3-1 with the eight aforementioned conditions. Sam Bouchie seconded the motion. **Vote: 6-0-0**

- 3. CONSIDERATION OF** an application for a Major Site Plan submitted by DSM Realty, 875 East Street, Tewksbury MA 01876, for property located at 497 US Route 202, Rindge, NH, at Tax Map 6, Lot 14 in the Gateway Central Zoning District. The applicant is seeking approval for a proposed NH Liquor and Wine Outlet.

Planning Director Kirk Stenersen read the background information from the Planning Department memo:

- 1) TFMoran, Inc. on behalf of DSM Realty and DSM MB I, LLC has submitted for approval of a major site plan for a stand-alone NH Liquor & Wine Outlet and Marshalls located at the Cheshire Marketplace, 497 U.S. Route 202 on Tax Map 6 Lot 14.
- 2) The applicant has provided the Planning Board with the information necessary to make an informed decision on the application. I recommend the Planning Board accept the application as substantially complete and open the public hearing.

Kirk Stenersen read the regarding the application section from the Planning Department memo:

- 1) The proposed project is located in the Gateway Central District.
- 2) Tax Map 6 Lot 14 is 48.16 acres with 3,294.88 feet of frontage on U.S. Route 202.
- 3) Currently the site is home to the Cheshire Marketplace, with Market Basket as the anchor store, with associated parking and drives.
- 4) There is no public infrastructure or utilities proposed.

Meeting Minutes
April 6, 2021
JK, SB, KM, KS, JS, RH, KS

- 5) The existing conditions, including wetlands and topographic survey were completed by TFMoran, Inc.
- 6) The proposed additions to the site were designed by TFMoran, Inc.
- 7) The application is for a proposed 10,325 square foot stand-alone NH Liquor & Wine Outlet with associated parking and drives, a 3,085 square foot addition to the existing building to allow for a 21,925 square foot Marshalls and the addition of a drive up ATM kiosk in the existing parking lot.
- 8) The proposed NH Liquor & Wine Outlet is on the pad ready site to the north of the existing building. This area was approved for a 2nd anchor store on the original site plan application in the 1990's.
- 9) There will be no changes to the access from U.S. Route 202.
- 10) The site is currently and will continue to be served by an on-site well.
- 11) The site is currently served by an on-site subsurface sewerage disposal system. It is my understanding that the existing septic system at the northeast corner of the property is adequately sized to handle the existing uses and the Marshall's. The proposal is to utilize the existing unused leach field 'A' for the proposed NH liquor store. This will require NHDES approval.
- 12) It is my understanding per the applicant's engineer that the area of disturbance is less than 100,000 square feet so a NHDES Alteration of Terrain permit is not required.
- 13) Additional site lighting will consist of four additional parking lot lights. A site lighting plan has been submitted. All site lighting shall be downcast lighting and shall be in compliance with the Town of Rindge Site Plan Regulations.
- 14) The applicant has submitted a stormwater management report that appears to adequately meet the requirements of the Site Plan Regulations.
- 15) The applicant should discuss the plans for the reusing of the existing unused septic system and leach bed area to the west of the proposed NH Liquor Store.
- 16) The applicant should address the proposed parking for the entirety of the site and if the number of parking is adequate.

Planning Director Kirk Stenersen pointed out that the area to the north end of the building is the pad ready site that was approved with the original Cheshire Market Place site plan application. What is proposed is different than what was originally approved which is why the applicant is here. Katelyn Smith asked for clarification of where the Marshalls is proposed to go. Jeff Kevan

Meeting Minutes
April 6, 2021
JK, SB, KM, KS, JS, RH, KS

of TFMoran clarified that Marshalls will be between the existing Market Basket and the Salon space and will be 21,925 square feet.

MOTION: Sam Bouchie moved to accept the “NH Liquor & Wine Outlet” major site plan application for Tax Map 6 Lot 14 as substantially complete. Kim McCummings seconded the motion. **Vote: 6-0-0**

Jeff Kevan of TFMoran presented an overview of the application. Currently the Cheshire Market Place with Market Basket is 96,400 square feet. The proposal is to put on an addition of 3,085 square feet to the back of the building and do some shifting of spaces to allow for a 21,925 square foot Marshalls. The Liquor Store will be relocated into a proposed free-standing building of 10,325 square feet. The pad area for the Liquor Store has been gravel since the original building was built so that has been an impervious surface all along. A traffic analysis was completed and submitted to NHDOT and an updated permit was received for the updated uses on the site. The proposed project is still a decrease in square footage of building area from the original NHDOT driveway permit application.

Currently there are two septic systems on site. One is directly behind the Market Basket which services the bakery and the produce wash down area, it is a small system that was updated in 2017. The large septic system is in the northeast corner of the site out in the middle of nowhere, this system was last updated by TFMoran in 2001, but may have been updated since then by another firm. There is also a concrete chamber system under the parking lot in front of the Liquor Store. This system was designed for 8,500 gallons of flow which was meant to handle the entire shopping center. There was an issue with the system so the other two systems were created. The concrete chamber system has been sitting under the parking lot for the last 15 to 20 years. The Liquor Store will generate 300 to 400 gallons per day so the idea is to install a pump chamber and pump to the existing concrete chamber system. NHDES approval will be required and TFMoran is in the process of pulling together an application to be able to reuse this system. There is more than enough capacity for septic lot loading.

There is a well at the southern end of the site for drinking water and water supply and there is a fire suppression building on the north end of the site which will continue to be used to service the site. The electrical goes around the back of Market Basket, the proposal is to extend the electrical service to the Liquor Store and service it from the back. There will be a propane tank at the back of the Liquor Store. Additional parking lot lights are proposed that are 25 foot tall poles on a 2.5 foot base similar to the existing. A site lighting plan has been submitted with foot-candles shown.

A planting plan has also been submitted that shows proposed landscaping. Market Basket takes pride in the aesthetics of the landscaping in the plaza, it was recently redone a few years ago. There is approximately 78% open space on the property due to the large size of the parcel. Parking for the overall site is adequate. Currently the site requires 482 spaces and there are 539 spaces on site, once the changes take place the requirement is 549 spaces and there are 600 spaces proposed. During holidays most of the parking is utilized.

Meeting Minutes
April 6, 2021
JK, SB, KM, KS, JS, RH, KS

The final proposed change is for an ATM in the parking lot at the request of TD Bank. Discussion took place on the location and concerns for traffic flow. This is strictly an ATM and not a drive-up window.

In regards to drainage there is no change in the impervious coverage on the site due to the proposed area for the Liquor Store currently being a compacted gravel. The design makes sure that the drainage will continue to distribute in the correct directions. There will be no increase in peak rate of flow to the discharge points from the site. The stormwater runoff is on the property for a long time before it gets to any abutting properties.

There was discussion on the snow storage locations, which are shown on the plan. There is a fair amount of area surrounding the developed portion of the property for snow storage including the open area near Route 202.

Handicap parking spaces will remain as they are currently with the addition of 4 spaces in front of the Liquor Store and the removal of two current spaces to allow for parking lot changes. The number of spaces will meet or exceed the minimum requirements. There are larger spaces adjacent to the Liquor Store for large vehicles with trailers.

It is Jeff Kevan's understanding that there will be no food or beverage service in either the Liquor Store or the Marshalls.

There was discussion on the color architectural elevations of both the Liquor Store and the Marshalls store front. Color architectural elevations were submitted for the project.

There was discussion on the relocation of existing stores, the construction process and potential new tenants coming into the current Liquor Store space. TD Bank will be relocating to a new space as well.

There was discussion of the existing "green space" adjacent to the appliance store and the location of the door way for offloading. It is Jeff Kevan's understanding that the offloading area will have to be relocated, most likely to the back of the store.

There was discussion on the traffic flow for delivery trucks. It was the understanding that currently the truck traffic is counter clockwise around the building and that this would continue to be the case. There was then a lengthy discussion on the traffic pattern for the ATM and potential traffic conflicts. It was stated that the proposal is for an ATM and not for a drive-up window which does not require as much of a queue. After discussion it was concluded that the ATM should be moved further to the east to allow for one car at the ATM and at least three cars in the queue.

Chairman Jonah Ketola opened up the hearing for public input. MaryBeth Quill asked for clarification on the current and proposed size of the Liquor Store. The new store is approximately twice the size of the current store.

Meeting Minutes
April 6, 2021
JK, SB, KM, KS, JS, RH, KS

Chairman Jonah Ketola closed the public hearing.

Kirk Stenersen read the recommendations section from the Planning Department memo:

Pending the Planning Board's review, consideration and satisfactorily addressing the above mentioned items I recommend approval of the NH Liquor & Wine Outlet" Site Plan with the following conditions:

- 1) All applicable governmental permits shall be obtained, which may include, but are not limited to:
 - a. NHDES approval for septic system construction
 - b. NHDOT approval for the change of uses if required
- 2) Prior, during and after recording of the decision, the applicant shall be made aware that any conditions placed on this site plan through other governmental or permitting agencies are hereby included in this approval.
- 3) All exterior site lighting shall be downcast lighting and shall be in compliance with the Town of Rindge Site Plan Regulations.
- 4) All construction, site work, and site operations shall be consistent with the most recent set of plans by TFMoran, Inc. for the "NH Liquor & Wine Outlet" owned by DSM MB I, LLC and prepared for DSM Realty dated March 16, 2021 or subsequently amended and associated documents (e.g. Storm water Management Report Rindge Liquor Store" dated March 16, 2021).
- 5) The applicant or applicant's agent shall provide the Planning Office with an electronic copy of all approved plans.
- 6) The applicant will provide a minimum of one car at the ATM with the ability for an additional three cars in the queue without impeding traffic on the adjacent right-of-way.

Motion: Sam Bouchie moved to grant approval of the "NH Liquor & Wine Outlet" major site plan application for Tax Map 6 Lot 14 with the six aforementioned conditions. Katelyn Smith seconded the motion. **Vote: 6-0-0**

Reports of Officers and Subcommittees

Planning Office Report

Planning Director Kirk Stenersen provided to following updates:

Meeting Minutes
April 6, 2021
JK, SB, KM, KS, JS, RH, KS

- Rudy of the Hometown Diner has submitted a site plan application for outdoor seating with everything in the existing parking lot area. Rudy was told that this should be able to be processed as an expedited site plan application.
- The OSI Conference is coming up and members were sent an e-mail pertaining to the Conference.
- The Planning Office is working on getting the Zoning Map updated at the same time as the Tax Maps. It is trying to be determined if this will be able to be completed on a default budget.
- A Notice of Voluntary Merger for William and Karen Baro, Map 18 Lots 2 and 3 was signed off on by Kirk Stenersen on Lapham Lane.
- The Planning Office did request to be put on the posting looking for volunteers for the town as the Planning Board currently has no alternates, typically the Board has had two alternate members. There have been two recent letters of interest in becoming alternates submitted to the Planning Office as well as one from last year.
- Cheves Walling has resigned as an alternate member to the Planning Board.
- Advertising Fees for public hearings are up so we need to adjust the fees the Planning Board is charging. The goal is to do that at the same time the applications are updated for the Site Plan Regulations.
- There was discussion on holding one meeting a month until we get a Planning Secretary in the office.

Meeting Adjourned at 8:40 p.m.

Respectfully Submitted,

Kirk L. Stenersen, P.E.
Planning Director