



TOWN OF HARRISON

HARRISON PLANNING BOARD MEETING MINUTES MAY 1, 2019

Board Members Present: James Dayton, Barbara Varricchio, Alternate Brian Spaulding, CEO John Wentworth, Secretary Kristen MacDonald

Board Member Absent: Richard St. John, Brent Grygiel

Public Present: LRTV, Elizabeth Bucco, Sandy Swett, Donald Paul

The meeting was called to order at 6 pm by Chairman Dayton and a quorum was determined.

1. **Old Business:**

- a. Approval of the Meeting Minutes for April 3, 2019
Barbara moved, Brian 2nd to approve the meeting minutes for April 3, 2019. All were in favor.

- b. Site Plan Review Application – Harrison Food Bank – 176 Waterford Rd.
Chairman Dayton had question as far as the description of the deed and Sandy informed the Chair that there are four lots involved and not two. The Town tax map only shows it as two. The Chair wanted to know the exact amount of acreage involved and Sandy said there were 4 ½ acres per her lawyer, Tom Smith.
Barbara asked if Sandy is now the owner completely or if it were still shared with the VFW. Sandy said the Food Bank is now the full owner and the VFW still has meetings there. The VFW signed it over to the Food Bank, no money was involved. If the Food Bank were to close down then it is in the deed that it reverts back to the VFW.

The Chair asked if the sign is going to be lit. Sandy said yes it is and it will be the same as it is now, external lighting. The CEO stated that the only thing is the size requirement that could be an issue. This new proposed new sign is bigger than the current one. Board would like her to speak with the CEO and work out the sign to make sure it meets the requirements.

Barbara asked if the Food Bank was properly permitted with the Town when it was first taken over from the Church and moved to the VFW. It was not so the Board is now going to correct the past and make sure this is done correctly moving forward.

Barbara asked questions on how many people are there at a time and spoke about parking and what if there were issues with too many people etc. Sandy informed the Board that they are cautious with parking and they have it set up that they come in a certain way and leave a certain way. There are volunteers that help with the parking and loading peoples cars etc. Only ten people are allowed to enter and get food at a time. If it were to get any bigger then she would open another day.

The Board went thru the application checklist to make sure it is complete:

Item I – Need parking plan

Item J - should become a no.

Item N – signage – Applicant needs to see CEO and get final sketch to Board

Item P – Min lot standard 120,000 sq. ft. of area per use (Cannot exceed 10% of lot coverage with non-vegetative surfaces)

Item R – Write out the 4 Phases proposed

It was noted that no abutters or members from the VFW attended this meeting.

The Board would like to have a Public Hearing. Sandy stated that she needs to act on the HUD grant by July 1st.

James moved, Barbara 2nd to table the site plan application for the Food Bank until May 15, 2019 with a site walk at 5 pm followed by a public hearing at 6 pm. All were in favor.

The Board stated to Sandy that her lawyer is welcome to attend the site walk.

2. **New Business:**

a. Pre-Application Discussion – Donald Paul: Removal of Subdivision / William Fielding – Edes Falls Road

Mr. Paul purchased 3 lots from the subdivision and would like to make it all one Lot. 2/3 of the property he cannot access. The Board would need a new map eliminating the lot lines between the three lots and the subdivision application filled out stating would like to eliminate the subdivision. They also would need Mr. Paul to get written permission from the 4th lot owner that they agree with removing the subdivision.

b. Site Plan Review Application – Elizabeth Bucco – Doggy Day Care/Home Business – 1280 Edes Falls Road

Elizabeth would like to have a doggy day care at her property having drop off times 6:30 – 9:30 am Mon. – Thurs and Pick Up from 2:30 – 6:00 pm. She has an acres worth of fencing being put up for the dogs. She has a 40 ft. school bus that she will use to keep the dogs in when they are not outside with heat and electricity. She has already been doing this only she would travel to the dogs and she would like them to now come to her. Elizabeth's deed does restrict having a business on the property or any livestock, but she believes it was because years ago somebody had a pig farm there and they did not take care of the animals. Elizabeth also noted that she has a neighbor that has an automotive business on his lot. The Board does not need to regulate that but the grantor could if so chooses. Elizabeth does not think that will be a problem.

Barbara asked if Ms. Bucco has insurance as a business and her response was yes she is insured for the business and that her house is insured and she just put her new business name in an LLC. She would like to keep this business on a small scale, just word of mouth not advertising. The Board stated letters will need to be mailed out to abutters to make them aware of the next meeting. Elizabeth stated she spoke with the State about permitting also and will get that taken care of.

3. Next Meeting:

June 5, 2019 @ 6 pm

4. Adjourn:

James moved, Barbara 2nd to adjourn at 8:10 pm. All were in favor.

Chairman James Dayton

Secretary Kristen MacDonald