

TOWN OF CENTER HARBOR  
PLANNING BOARD  
Meeting  
Tuesday, July 10, 2018  
7 p.m.

Chairman Charles Hanson called the meeting to order at 7:00 p.m. Board members present, Selectmen's Rep Harry Viens, Secretary Bill Ricciardi, David Reilly, Kelli Kemery and Clerk Aimee Manfredi-Sanschagrin. Absent were Bob Coppo, Winnifred Boynton and Mark Hildebrand.

- I. **MINUTES:** Harry Viens motioned to accept the June 5, 2018, minutes. It was seconded by Bill Ricciardi. All were in favor.
- II. **PERMITS**  
Board reviewed the permits issued in June
- III. **OTHER**  
**Planning Board Policy - PBN**  
Board discusses the policy that was adopted on June 5<sup>th</sup>, Clerk states she spoke with Code Enforcement Officer Ken Ballance and that requiring a signed copy of a PBN prior to issuing a building permit will be difficult. Ken states prior to issuing a building permit he checks the status of the case number issued on the PBN. Harry Viens also states that the BOS upon receiving a PBN, a letter is drafted to the property owner making them aware they need a building permit and also letting them know there is a water resource ordinance. Chairman asks if the letters are sent certified, Harry state they are not but it's probably a good idea. Harry will discuss with BOS. PB agrees that the due diligence done by Code Enforcement and by the BOS is sufficient and decide to rescind the policy that they had adopted. **Motion: Charley Hanson motions to rescind the policy adopted on June 5<sup>th</sup>, 2018, Kelli Kemery seconds the motion all were in favor policy is rescinded.**

**Village Preschool Zoning Verification**

Laura Curran of the Village Preschool located at the Congregational Church submitted a form to the PB for review and approval. The form is required by the State of NH Child Care Licensing Unit when change occur. Laura Curran is stepping in as the new owner of the Village Preschool therefore, the State Requires the Board confirm that the School is in compliance with the Town's Zoning Ordinances. The Board reviews the Zoning Verification form and approve the request citing the Preschool is in conformance with the Town of Center Harbor's Zoning Ordinance and refer to the Site Plan Approval for the preschool dated October 5, 2004. **Motion: Bill Ricciardi motions to ratify the 2004 PB decision and confirm the Village Preschool remains in conformance with the Town of Center Harbor Zoning Ordinances. Seconded by Harry Viens. All in favor.**

**Offsite Parking Appendix B – Center Harbor Inn and Canoe Restaurant**

It was brought to the attention of the BOS by the Congregational Church that they allow the Center Harbor Inn and Canoe Restaurant to use their parking lot. Based on an email to the BOS, the Congregational Church allows the Center Harbor Inn to use the grass area at the far end of the parking lot to park vehicles with trailers for people that are staying at the Inn with a boat. The Inn provides a parking pass that is displayed on the dash of the vehicle that is a guest of the Inn. Canoe Restaurant has had a long standing agreement with the Church which allows employees of Canoe to park in the Churches parking lot.

The Town Ordinance under Appendix B (B-2) allows for offsite parking if approved by the PB. For this to be executed, the PB requires the agreement to be in an attested document between the parties involved. Board discusses the situation and will send a letter to the Center Harbor Inn and the Canoe Restaurant outlining what is required. The agreement, if approved, will be placed in each property folder for public inspection if requested. The Board did not see any issues with what the Center Harbor Inn and Canoe have arranged but the businesses must formalize the agreement as outlined by the Town's ordinance.

Meeting adjourned at 7:49 p.m. Next meeting scheduled for August 7, 2018 @ 7:00p.m. Respectfully submitted by Aimee Manfredi-Sanschagrin.