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MINUTES OF THE NEW CASTLE PLANNING BOARD

Wednesday, June 22, 2022 – 7:00 p.m. (Macomber Room at Recreation Center)

Continuation of a Public Hearing for a Condominium Conversion for the applicants John McCormack and Kristen McCormack for the properties at 41 and 43 Piscataqua Street, Map 18, Lot 43, under the Subdivision Regulations.

Members Present: Darcy Horgan, Chair; Lorne Jones; Kate Murray; Margaret Sofio.

Members Absent: Tom Hammer; Rich Landry; Iain Moodie; Bill Stewart.

Others Present: John McCormack; Timothy Phoenix, Hoefle, Phoenix, Gormley & Roberts, P.A.

Chair Horgan called the meeting to order at 7:02 p.m. Noting a quorum, Chair Horgan indicated that the voting members are herself, Margaret Sofio, Kate Murray, and Lorne Jones.

1. Continuation of a Public Hearing for a Condominium Conversion for the applicants John McCormack and Kristen McCormack for the properties at 41 and 43 Piscataqua Street, Map 18, Lot 43, under the Subdivision Regulations.

Chair Horgan notified the Applicant that he is entitled to be heard by the full board of five members. The Applicant agreed to be heard by the four members present this evening, which constitutes a quorum.

Attorney Tim Phoenix presented on behalf of John McCormack and his sister Kristen McCormack. The siblings own the entire property, and in order to provide for their personal choices going forward, they have decided to condo minimize the 11,612 square foot lot. Ms. McCormack's condominium unit will be the front house at 41 Piscataqua Street, and Mr. McCormack will reside in the rear house at 43 Piscataqua Street. Attorney Phoenix highlighted that all conditions of the property and structure are either prior nonconforming conditions, such as the lot size, frontage, and lot coverage, and are therefore grandfathered against current zoning requirements, or were previously allowed with building permits. Therefore, no zoning relief is required.

The Board conducted a site walk last week, and the only outstanding item that still needed to be addressed was parking. Per the Subdivision Regulations, the Applicants need to show four parking spaces, 9 feet by 18 feet, on site and not stacked. Attorney Phoenix noted that Russ Bookholz, Town Building Inspector and Code Enforcement Officer, was satisfied that the trimming of the bushes created the fourth spot needed. Attorney Phoenix also stated that the condominium site plan must be recorded, and the Applicants can have James Verra and Associates, Inc. remove the shrub from parking space number 2 from the site plan. Chair Horgan

requested that the site plan be amended to reflect this. Mr. Jones and Ms. Murray both felt that the parking on site is tight but works.

Chair Horgan stated that Town Attorney Keriann Roman has reviewed the plan, and everything that may have been an issue has been addressed. This is essentially a change in ownership, and nothing is changing on the land.

Chair Horgan opened the public hearing at 7:14 p.m. Hearing no comments from the public, Chair Horgan closed the public hearing at 7:14 p.m. and turned discussion back to the Board.

The Planning Board addressed the letter sent by Attorney Phoenix requesting waivers from a number of the subdivision requirements that are listed in the application because they were not applicable to this application.

Ms. Sofio motioned to accept the following waivers to the subdivision application requirements for the condominium conversion for the applicants John and Kristen McCormack, 41 and 43 Piscataqua Street, Map 18, Lot 43, to include waivers for anything that is listed as not applicable:

#9 Location/shape/size of bldgs. w/in 200' of parcel to be subdivided, & intersecting roads & driveways within 400 ft. of frontage on existing roads. Sight lines/distances to identify new street/driveway access points. Source of submittal, i.e. Google Maps and map date.

#10 Location/dimensions of streets, rights-of-way, sidewalks, public ways, easements; proposed names of streets

#11 Identification of existing/proposed easements, deed restrictions, bldg. setback lines/parks/open space

#12 Location of features:

- ☐ *a. Watercourses, open water, ledge outcrops, stone walls*
- ☐ *b. Trees over 8" DBH & foliage lines*
- ☐ *c. Water mains, utilities and drainage features*

#14 Contours at intervals not to exceed 2'; w/spot elevations when grade is less than 5%

#15 High Intensity Soil Survey of site or as stipulated by the Planning Board

#16 Wetlands location; including area to be filled

#17 Floodplain information

#18 Utilities plan showing:

- ☐ *a. Water mains/sewers/culverts/drains/connections or alternative water supply/sewage/storm water drains*
- ☐ *b. Scope of utilities; fire hydrants/alarm boxes/street lighting/electric – underground utilities*

#19 Road Construction plan showing:

- ___ a. Elevations along center lines of roads. Where road intersects road(s), elevation along the center line of existing road(s) within 300' of intersection*
- ___ b. Radii of curves/lengths of tangents & central angles on streets*
- ___ c. Locations/cross-sections of street pavements, curbs, gutters, sidewalks, drainage easements, rights-of-way, manholes, catch basins*
- ___ d. Construction plans for bridges/culverts*

#20 If public sewer not provided, location of test pits & septic reserve areas

#21 Trees in excess of 8" DBH to be removed

#22 Renderings of bldg. construction; elevation/materials

#23 Location/dimensions of property for open space; parks, playgrounds and other recreation uses

#25 Lots consecutively numbered/lettered in alpha order

Mr. Jones seconded. Motion carried unanimously.

Ms. Sofio motioned to approve the application for a Condominium Conversion for the applicants John McCormack and Kristen McCormack for the properties at 41 and 43 Piscataqua Street, Map 18, Lot 43 under the Subdivision Regulations, subject to the following conditions: 1) review and approval of the Condominium Documents by the New Castle Town Attorney and recordation of said instruments pursuant to RSA 356-B:7, and 2) revision of the site plan to reflect parking space number 2 without foliage impinging on the space. Ms. Murray seconded. Motion carried unanimously.

2. Review and approve minutes to the April 27, 2022 and the May 25, 2022 meeting of the Planning Board.

Ms. Murray moved to approve the minutes as amended for the Planning Board meeting on April 27, 2022. Mr. Jones seconded. Motion carried unanimously.

Ms. Sofio moved to approve the minutes as written for the Planning Board meeting on May 25, 2022. Mr. Jones seconded. Motion carried unanimously.

Mr. Jones moved to approve the site walk minutes as written for the Planning Board walk on June 14, 2022. Ms. Murray seconded. Motion carried unanimously.

3. Alert Planning Board members who need to submit new paperwork in Town Hall.

Chair Horgan reminded members Kate Murray, Margaret Sofio and Lorne Jones that they must sign paperwork at the Town Hall in order to renew their terms on the Planning Board.

4. Old Business.

None.

5. New Business.

Chair Horgan explained that Mike McAndrew used to be the Town representative for the Rockingham County Planning Commission. He will step down, and Jim Cerny has volunteered to replace him.

Ms. Sofio motioned to nominate Jim Cerny as the New Castle representative to the Rockingham County Planning Commission. Ms. Murray seconded. Motion carried unanimously.

Chair Horgan announced that the next Planning Board meeting will be held on Wednesday, July 27, 2022.

6. Adjourn.

There being no further business, Mr. Jones moved to adjourn the meeting. Ms. Sofio seconded. The motion carried, unanimously, and the meeting adjourned at 7:39 p.m.

Respectfully Submitted,

Meghan Rumph
Recording Secretary