

**NEWTON PLANNING BOARD
MINUTES OF PUBLIC HEARING AND MEETING
February 14, 2017**

Call to Order: Chair Barbara White called the meeting to order at 7:00 PM. In attendance were: Chair Barbara White, Vice Chair Jim Doggett, Planning Board members: James White, James Holland, Roger Hamel, Charlie Melvin, Sandra Estabrook; and Circuit Rider Planner Jennifer Rowden. Minutes were transcribed by Administrative Assistant Gail LeBlanc.

The meeting began with a salute to the flag.

1. Application for Conditional Use Permit-Home Based Business, Stephen Goodwin, DBA Covenant Machine Company, 20 Crane Crossing Road, Map 07, Block 06, Lot 06 Mr. Goodwin appeared before the PB. He stated he was applying for a Conditional Use Permit to run a small machine shop out of an insulated shipping container. He would be machining metal or plastic parts – nothing large. Things like motorcycle engines. Tools would consist of a mill and lathe. J. Rowden asked what types of materials and chemicals would be used. Mr. Goodwin stated he uses metal and plastic – nothing “exotic”. Everything is recyclable. Very minimal oil is used for cutting. He said biodegradable products are available. J. Rowden asked if an engine should need repair, would the engine contain oil? No, engines come in disassembled, dry and clean at that point. What type of noise is there? Mr. Goodwin stated he used a decibel recorder on his phone. When he turned on the lathe and mill, it was approximately 55 dcb.

C. Melvin asked if he would have employees? No. C. Melvin asked about parking. Mr. Goodwin stated he has approximately 50’ on the side of his house that would be available for parking. Mr. Goodwin said he may have customers once a month. Most of his work is handled through email with digital images. Typically there would be no customers. C. Melvin asked if he planned to have a dumpster? No. What do you plan to do with waste? A bucket or 50 gallon drum would be used to collect the waste. He would not be using the Transfer Station for business. J. Doggett asked if he uses oil based or water based oils for cutting? For manual cutting it would be oil based. For CNC he would use a minimal amount of coolant. Mr. Goodwin was asked about outside storage. Everything will be stored inside. S. Estabrook asked about electric service. Mr. Goodwin said 220 service will run from the house. He would hire an electrician. J. Rowden said the electric service would need to be reviewed by the Building Inspector.

B. White opened the floor for the public. Kenneth Collins, abutter, asked what the hours of operation would be. Monday through Saturday 8:00 AM to 6:00 PM. Mr. Collins asked if it was possible to move the container? It is currently viewed outside Mr. Collins kitchen window. Lot size and set backs were discussed.

The lot is non-conforming, but legal. J. Doggett asked if Mr. Goodwin would be agreeable to installing some shrubs? He and Mr. Collins have discussed some type of border. Maybe a fence. J. Rowden said she has no concerns in regards to the aquifer district in regards to materials.

R. Hamel asked if there would be signage. Mr. Goodwin said he understood he is permitted to have a 2' x 2' sign. B. White asked if the container is already on the property and the electric is installed from the house to the container. Mr. Goodwin stated yes, that was true.

J. Rowden made some suggestions on the conditions of approval: Site Plan should sketch in the 25' setback, location of all electric meters or lines as they go from house to container, adding a north arrow and adding Mr. Goodwin's name and date on plan. No toxic materials are to be used or stored on the property and no outside storage allowed. No waste from the home based business will be brought to the Transfer Station. At 7:40 PM the public hearing was closed.

J. Doggett moved to approve a conditional use permit-home based business for Stephen Goodwin d/b/a Covenant Machine Company, map 7, block 6, lot 6, with the following conditions: 1) Proposed hours of operation are 8:00 AM to 6:00 PM Monday through Saturday; 2) A vegetative or agreeable buffer between the applicant and 22 Crane Crossing Road; 3) no waste will go to the Newton Transfer Station; 4) no toxic or hazardous materials will be stored on the property; 5) no outside storage; 6) set-back lines will be shown; 7) north arrow on the plan; 8) electric service shown on map; and 9) name and date prepared on the plan. J. Holland seconded. Five in favor – two opposed.

At 7:42 PM a recess was called. Meeting resumed at 7:45 PM.

J. Doggett took over as chair.

2. Continuation of Discussion: MacKenzie Heating & Cooling, Inc., 16 Amesbury Road Scott MacKenzie appeared before the PB. Mr. MacKenzie stated he would like to run MacKenzie Heating and Cooling at 16 Amesbury Road. The facility would be used for parts storage, offices and retain a retail business. B. White returned to Chair. J. Rowden stated that Mr. MacKenzie applied for a Business Occupancy Permit. The previous business was a boat repair and sales business. J. Rowden stated they would need a change of use permit at a minimum. J. Rowden said she had concerns about the fuel aspect of the business. The property is located almost entirely in the water aquifer district. Another concern is whether fuel vehicles are stored on site. Mr. MacKenzie said that no vehicles are parked on site. Technicians take trucks home and are dispatched via computer. Vehicles may stop in during the day to pick up parts. Currently there are approximately six cars parked during the day. J. Rowden said that a minor site plan would be required at minimum. J. Rowden suggested a Change of Use application be submitted. Having office space triggers the need for a Change of Use application. J. Rowden's suggestion was that the PB not

sign off on the Occupancy Permit and require a Change of Use Application. **J. Doggett moved to require a Change of Use Application along with a minor site plan. C. Melvin second with unanimous vote.**

3. Other Board Business and Correspondence

a. Acceptance of minutes from January 10, 2017: C. Melvin moved to approve the meeting minutes of January 10, 2017. J. Doggett second with unanimous vote.

b. Manifests: J. Doggett moved to approve NPREA Manifest in the amount of \$140.54. C. Melvin second with unanimous vote.

J. Doggett moved to approve NPREA Manifest in the amount of \$306.36. S. Estabrook second with unanimous vote.

J. Doggett moved to approve Operating Budget in the amount of \$58.44. S. Estabrook second with unanimous vote.

c. Correspondence: J. Doggett stated the PB had received correspondence from Attorney Scott Hogan representing George Twiss, 131 North Main Street. Mr. Hogan's letter stated that the building duplex development located at 129 North Main Street is not in conformance with the PB approval. **J. Doggett moved to send the letter to Code Enforcement. Second by R. Hamel with unanimous vote.**

4. Adjourn: J. Doggett moved to adjourn at 8:15 PM, second by J. White with unanimous vote.

Meeting adjourned at 8:15 PM.

Respectfully Submitted,

Gail M. LeBlanc
Administrative Assistant
Newton Planning Board