

**RICHMOND PLANNING BOARD
TUESDAY, MAY 26, 2015
TOWN OFFICE MEETING ROOM
6:00P.M.**

MINUTES

1.0 CALL TO ORDER

Present: Larry Srock, Linda Doran, Jeff Severance, Charles Kincer, James Valley, Russ Hughes, Jessica and Gary Caron, David Thompson, Jessica Alexander, Father Chad Williams and Laurisa Loon.

Russ Hughes called the meeting to order at 6:00p.m.

2.0 UNFINISHED BUSINESS

3.0 NEW BUSINESS

3.1 Chad Williams-Change of Use 13 Church Street-Public Hearing

Jeff Severance made a motion to move into public hearing, Larry Srock seconded, motion passed (4-0).

No public comment.

Jeff Severance made a motion to allow Linda Doran to be a voting member, Larry Srock seconded, motion passed (4-0).

Jessica Alexander made a motion to come out of public hearing, Larry Srock seconded, motion passed (5-0).

James Valley stated that he is in receipt of the property tax map and property deed and those items completed the application.

Linda Doran made a motion to find the application complete, Jeff Severance seconded, motion passed (4-0-1) Jessica Alexander abstained from the vote due to not being present at the development review meeting.

3.2 Charles Kincer-Pre Application Meeting-Crematorium

Charles Kincer gave an overview of the proposed project.

The construction of the crematorium would be at the Cotton Cemetery located on Main Street. In order for a crematorium to be constructed the State requires a 20 acre minimum and the Cotton Cemetery meets that requirement.

The structure would be 36 x 36 wood frame construction on a slab foundation, 8 foot walls and 16 feet at the peak. The building is designed with a knockout wall for future growth. The building would be serviced by a drilled well and septic. There is a single road going in on the cemetery. The road permit application has been approved by DOT. The driveway will extend to the backside of the cemetery with a parking lot consisting of 6-8 spaces. Hours of operation would be from 8-5p.m. and maybe some weekends. The land is owned by the Cemetery Association and will be leased. Russ Hughes asked if there are chemicals being used and/or if the crematorium would produce smoke. Charles Kincer responded that the only thing you would see coming from the stack is heat lines there is no smoke or smell created.

Jeff Severance made a motion to deem the proposed project a minor development, Larry Srock seconded, motion passed (5-0).

3.3 Jessica Caron-Pre Application Meeting-Mobile food truck take-out

Jessica and Gary Caron stated that they are proposing placing their 8 x16 mobile food cart on their property on Route 201 on Caron's Way. They would like to set up during the off season (spring-summer) "non-fair season." It would be take-out only. There would be a temporary open/closed sign.

Jessica Alexander made a motion to deem the project a minor development, Larry Srock seconded, motion passed (5-0).

4.0 CORRESPONDENCE

4.1 Planning Board Training

James Valley asked the board to put together a list on items they would like additional training on.

Brian Hurley has put in an application to be a planning board member.

5.0 APPROVE MINUTES OF APRIL 13, 2015 AND APRIL 26, 2015

Linda Doran made a motion to approve the minutes of April 13, 2015, Larry Srock seconded motion passed (3-0-2) Russ Hughes and Jeff Severance were not present during the April 13, 2015 meeting.

Jeff Severance made a motion to approve the minutes of April 26, 2015, Linda Doran seconded, motion passed (5-0).

6.0 ADJOURN

Jeff Severance made a motion to adjourn at 6:45p.m., Linda Doran seconded, motion passed (5-0).