

Planning Board

Minutes of March 20, 2002

ROLL CALL:

Ross McLeod, Vice Chairman - Present Lisa Linowes, Secretary - Present

Margaret Crisler, Selectmen Member - Excused Walter Kolodziej, Regular Member - Excused

Wayne Morris, Regular Member - Present Russ Wilder, Regular Member - Present

Lee Maloney, Regular Member - Present Nancy Prendergast, Alternate - Present

Roger Hohenberger, Selectmen Alternate - Present

Mr. Prendergast replaced Mr. Kolodziej on the Board.

Mr. McLeod opened the meeting at 7:30 pm.

NEW APPOINTMENTS:

Mr. Hohenberger, Selectman, swore in Mr. Ross McLeod and Ms. Lee Maloney as members of the Planning Board.

Mr. Hohenberger made a motion to nominate Mr. McLeod as Chairman. Seconded by Mr. Wilder. Passed 5-0-1. Mr. McLeod abstained.

Mr. Hohenberger made a motion to nominate Mr. Morris as Vice Chairman. Seconded by Mr. Wilder. Passed 5-0-1. Mr. Morris abstained.

Mr. Wilder made a motion to nominate Ms. Linowes as Secretary. Seconded by Mr. Hohenberger. Passed 6-0.

MINUTES:

Mr. Wilder made a motion to approve the February 6 minutes. Seconded by Mr. Morris. Passed 5-0-1. Ms. Prendergast abstained.

Mr. Hohenberger made a motion to approve the February 13 minutes. Seconded by Ms. Maloney. Passed 4-0-2. Ms. Prendergast and Mr. Wilder abstained.

Mr. Wilder made a motion to approve the February 20 minutes. Seconded by Ms. Prendergast. Passed 6-0.

Mr. Morris made a motion to approve the March 6 minutes. Seconded by Ms. Maloney. Passed 6-0.

SITE BOND:

Mr. Turner reviewed the following site bond:

Loureiro Site Bond, full release of \$1,000. Mr. Morris made a motion to release. Seconded by Mr. Hohenberger. Passed 6-0.

Ms. Linowes joined the Board.

CORRESPONDENCE:

Mr. McLeod reviewed the following correspondence:

Letter regarding All-Cell sign not in conformance with approval;

Confidential letter from Attorney Tucker (not read aloud);

Public hearing notice regarding Route 111A alterations near Langdon Road;

Letter from Sister Patricia Sullivan, Sisters of Mercy, regarding Route 93 & 111 changes;

Letter from the Office of State Planning regarding Windham not receiving GrowSmart Toolkit;

Letter from the Office of State Planning regarding the Annual Spring Conference;

Letter from Senator Judd Gregg regarding mitigation for I-93 expansion;

Letter from the Office of State Planning regarding Feasibility applications and deadlines;

Letter from Dufresne-Henry regarding cistern specifications;

Registration form for Local Officials Workshops;

Saving Landmarks conference brochure;

Town and City booklet;

National Edge City conference brochure;

Plan NH conference brochure.

OLD BUSINESS:

Ms. Linowes stated she would've declined the nomination for secretary if she had been present. Mr. Hohenberger made a motion to reconsider the motion. Seconded by Mr. Wilder.

Passed 7-0. Mr. Hohenberger made a motion to nominate Ms. Maloney as Secretary. Seconded by Ms. Linowes. Passed 6-0-1. Ms. Maloney abstained.

NEW BUSINESS:

Mr. Turner submitted the Route 28 Master Plan to the Office of State Planning for a potential award.

Mr. Turner stated that Mr. Twarog, Assistant Planner, has submitted his letter of resignation. Mr. Turner, the Board, and the Conservation Commission thanked him for his hard work.

PUBLIC HEARING:

Kiddie Academy Site Plan (9-A-600) - Public Discussion

156 Haverhill Road (Route 111)

Mr. Twarog explained the site including location, 8400 sq ft building, use, parking, 50' residential buffer, and meets all setbacks. The Board discussed aquifer protection district, pre-existing lot, traffic, hazardous materials, soil testing, and well placement.

Ms. Jennifer McCourt, engineer, discussed the well placement, septic, and odd shape lot. The Board discussed design review, setbacks, parking, traffic flow, fencing, putting the 5' wide sidewalk in the buffer area, lighting away from Route 111, shoebox lights, illumination plan, sign details on plan, no waiver for 12" trees, enrollment, traffic on and off the site, buffer details, new well, drainage, detention pond, and snow storage.

The Board discussed sending the plan out for comments to Highway Safety, fire department, police department, Conservation Commission, Historic District Commission, transfer station, and highway agent, site traffic, site assessment for hazardous materials, infiltration design, inform the school department, how buffer maintained, lighting plan, 12" trees, and signage.

Ledge Road Grading Plan (11-A-161) - Public Discussion

8 Ledge Road

Mr. Twarog explained the site including previous lot line relocation, staging area in the WWPD area, requires a variance and special permit, and staff recommends a 20' setback with erosion controls.

Mr. Mark Gross, MHF Design, further described the stockpiling area outside the WWPD, ditch area for protection, riprap, and described vegetation on the lot. The Board discussed clear cutting, drainage, keeping the WWPD natural, and current stockpile. Mr. Glenn Cairns, owner, stated the excess materials is the current stockpile, would rather keep the materials on site rather than truck it off site, and can maintain stable slopes. The Board discussed original site plan approval, clear cutting for stockpiling materials, slopes, rock berm, ditch, and current erosion problems. Mr. Turner suggested a 20' setback, a ditch, rocks, and silt fencing. Board discussion continued regarding ground surface and crushed gravel made on

site. No public comment. The Board discussed the WWPD is a protected area, staying out of the WWPD, berm outlining the WWPD and 20' buffer, site walk, and consensus was to be outside the WWPD with a buffer.

AP Dailey Laminating Site Plan (11-A-160) - Public Hearing

6 Ledge Road

Mr. Turner explained the application is complete, but has a zoning violation. The applicant was asked to bring in a revised plan. Mr. Wilder made a motion to accept for public hearing. Seconded by Mr. Morris. Passed 7-0. Mr. Turner further described the site including addition to the building, widening the entrance, move dumpster, gravel parking area, drainage work, expanding parking area, blocking off gravel area, and above ground propane tanks. The Board discussed it is an existing building and propane tank location.

Mr. Mark Gross, MHF Design, discussed the business conducted is custom cabinets and countertops, the business has expanded and needs an addition, traffic study included, 13 light commercial vehicles coming and going once per day, and drainage improvements. He stated lacquers, stains, and glue are stored inside as hazardous materials. He continued regarding the replacement septic system, lighting, façade materials, elevations, and waiver from 12" tree requirement. Board discussed parking, no additional employees, addition is for equipment, not needing all the parking shown and will not be built, will be topsoil over gravel, location of leaching basins and snow storage basins, drainage, Ed Minick reviewed drainage and states minimal increase in runoff, paved sluice-way, revise snow storage to back, department comments, and fire department access. The Board discussed sending the plan out for comments to Highway Safety, fire department, police department, Conservation Commission, transfer station, and highway agent.

Discussion continued regarding elevations, lights, marking the trees in the proposed disturbed area, hazardous materials, no floor drains, and spillage plan.

Mr. Wilder made a motion to continue to the April 3 meeting to obtain comments from department that haven't submitted comments to date. Seconded by Mr. Hohenberger. Other items to be address include changes to snow storage area, adjust lighting, show trees, spill prevention plan, loam and seed notes on future parking area, show overhead door, and change the old lights to match the new lights. The Chairman read the Conservation Commission comments. Passed 7-0.

Costa Lot Line Adjustment (9-A-1553 & 1554) - Public Hearing

27 & 29 Meetinghouse Road

Mr. Twarog stated the application meets requirement and recommends it be accepted for public hearing. Mr. Wilder made a motion to accept for public hearing. Seconded by Mr. Morris. Passed 7-0. Mr. Twarog explained the waiver. He further described the lot line change and Mr. Thorndike's comments have been addressed. Mr. Terry Trudel, SE

Cummings and Associates, explained the purpose of the lot line adjustment is for better house placement, well radius, and on a private road.

Mr. Wilder made a motion to accept the wavier of the requirement the scale of the plan from 1"=50 to 1"=60. Seconded by Mr. Hohenberger. Passed 7-0. No public comment.

Mr. Wilder made a motion to approve the lot line change as proposed subject to setting of the property bounds. Seconded by Ms. Prendergast. Passed 7-0.

Donovan Change of Use (18-L-301) - Public Hearing

61 Range Road

Mr. Turner explained that the Board okayed the start of construction before the final site plan and the applicant negotiated an access easement to the adjacent property. It is an improved plan, the plan meets requirements and is recommended for public hearing. Mr. Wilder made a motion to accept for public hearing. Seconded by Ms. Prendergast. Passed 7-0. The Board discussed no conditions on the variance, light on the covered porch, and the sign is being moved to the proper place.

Mr. Karl Dubay, MHF Design, stated the roof will be changed to architectural shingles and landscaping will be completed in the spring. The light on the porch will be changed to a colonial light. Discussion ensued regarding the handicapped ramp, exit, one-way traffic circulation, number of employees, and parking calculations. Ms. Monique Donovan, applicant, thanked the Board for letting her move in before the final plan. The remainder will be finished when the weather permits.

Mr. Wilder made a motion to approve the site plan as presented with a note to change the light on the porch to a downcast light and approved architectural shingles. Seconded by Mr. Hohenberger. Passed 7-0.

The Board discussed next weeks workshop meeting. Mr. Wilder made a motion to adjourn. Seconded by Mr. Morris. Passed 7-0. Meeting adjourned at 10:30 pm.

These minutes are in draft form and have not been submitted for approval.

Respectfully submitted, Nancy Charland