

**TOWN OF NEW HAMPTON
PLANNING BOARD
MEETING MINUTES
NEW HAMPTON TOWN OFFICE
NEW HAMPTON, NH 03256**

January 20, 2015

MEMBERS PRESENT:

Regular members Mr. Kettenring, Mr. Mertz, Mr. Luciano, Mr. Conkling, Mr. Love, Mr. Irvine, and Mrs. Hiltz were present.

OTHERS PRESENT:

Town Administrator Mrs. Lucas

CALL TO ORDER:

Chairman Kettenring called the meeting to order at 7:00 p.m.

Mr. Kettenring appointed Mrs. Hiltz to vote in place of Ms. Gregg.

MINUTES:

11/1/14 (Site visit)

Mr. Irvine made a motion, seconded by Mr. Mertz, to accept the minutes with the following amendment:

1. The board walked to the approximate corner of XXX, for clarification purposes, changed the XXX to “the proposed 10 acre subdivision”.

Vote was unanimous.

12/16/14

Mr. Mertz made a motion, seconded by Mr. Irvine, to accept the minutes as written. Vote was unanimous.

CORRESPONDENCE:

There was none.

MASTER PLAN UPDATE

Mr. Mertz advised he has nothing to report at this time.

(Cont) PUBLIC

HEARING/ABUTTERS HEARING

Michael Sharp; NH Route 104 & Riverwood Drive; Tax Map U-17, Lot 55 – Site Plan Review for health focus facility

Mrs. Lucas advised that the board has a request from the engineer to continue this item to the February meeting.

Mr. Irvine advised that the plan is based on the relocation of the Class VI service road as it was put in place by NH DOT for the Olszak property. He advised the Selectmen have requested a signed agreement between Mr. Sharp and the Olszaks prior to the town submitting a driveway permit to NH DOT. He said Mr. Sharp is still in discussion with the Olszaks.

Mr. Mertz made a motion, seconded by Mr. Irvine, to grant a continuance to 2/17/15 at 7:00 pm. Vote passed.

SIGNING OF PLANS

Kevin Lacasse and Louis & Karen Porrazzo; 80 Lake View Drive; Tax Map R-8, Lot 1A20 & Straits Road; Tax Map R-7, Lot 1 – Boundary Line Adjustment and Subdivision

Mrs. Lucas advised that the plans have been submitted. Mr. Irvine reminded the board that a letter was supposed to be submitted by the Public Works Director that a driveway permit could be issued for the new lot. Mrs. Lucas confirmed she had not received one.

Mr. Mertz made a motion, seconded by Mr. Luciano, to table discussion on this item to the end of the meeting. Vote passed.

PRELIMINARY HEARING/

Kevin and Cheryl Drake were present.

(Planning Board, January 20, 2015, cont.)

SUBMISSION OF APPLICATION

*Kevin & Cheryl Drake; 37 & 39
Akerman Lane; Tax Map R-4, Lots 58
& 58A, Boundary Line Adjustment*

Mr. Kettenring read a letter into record from Surveyor Carl Johnson, requesting waivers on the boundary line adjustment plan. Some of the items being requested for a waiver included road profiles, soil delineations, stormwater management and erosion controls, State subdivision approval, alteration of terrain, and new driveway permit as the lots were existing and only the lot line between the two lots was being changed.

Mr. Drake advised that the reason for the adjustment is so he can construct a garage to meet the boundary line setbacks on one of the lots.

Mr. Mertz confirmed with Mr. Drake that the driveway access presently comes through lot 58, where the present barn is located, to lot 58A that includes the mobile home and where he is proposing to construct a garage. He also confirmed that lot 58 will now have the easement for access across lot 58A.

Mr. Love made a motion, seconded by Mrs. Hiltz, to accept the application as complete. Vote passed.

Mr. Mertz noted that if the board were to approve this application a mylar copy was necessary for signatures.

Mr. Mertz made a motion, seconded by Mr. Luciano, to approve the application, contingent upon receipt of a mylar. Vote passed.

**PRELIMINARY HEARING/
SUBMISSION OF APPLICATION**

*AV New Hampton, LLC, 325 NH
Route 104, Tax Map R-4, Lot 90B;
Demolish existing building and
construct a 12,000 sq. ft. retail
building*

Brian Pratt, CLD Consulting Engineers and Alex Vailas (AV New Hampton) was present to represent the application.

Mr. Kettenring read into record a letter from CLD requesting waivers from Site Plan regulations, relative to boundary lines, their source, dimensions & bearings, and soil & wetland delineations. The applicant proposes to use existing information from an Alteration of Terrain boundary survey plan (2006) on file in the Town Office, prepared for KGI Properties. The plan will be to redevelop the site using most of the current impervious area with an additional 0.7%, 3,500 sq. ft. of new proposed impervious surface which would be outside the 75 ft. wetland buffer.

Mr. Pratt advised they wanted to redevelop the site, tearing down the building and constructing a 12,000 sq. ft. liquor and wine outlet. He reviewed the plans they submitted. He said the underground gas tanks would be removed. The driveway shared with the nursery would remain the same; the entrance on the other side would be narrowed. There would be 55 parking spaces, where 50 is required, and 3 handicapped. The site will have full circulation around the building to accommodate tractor trailers and a loading dock. He said as the town previously expressed the desire for connectivity between this lot and Dunkin Donuts and that the plans do include a potential connection if the abutting owner was agreeable, decreasing the parking spaces to 32.

The current septic system will be replaced and the shared well will remain. Water lines will be reconfigured. New propane tanks will be

installed. Electric service will be reconfigured from some poles, which also provides service to the nursery, shared well, and FairPoint switching building. Grading will be similar to what's existing. Stormwater will go to a treatment swale following an existing natural swale and the addition of a rain garden.

Mr. Pratt stated they were requesting waivers to use the 2006 survey with existing conditions. As this had been discussed previously and considered acceptable by the Planning Board, Mr. Irvine made a motion, seconded by Mrs. Hiltz, to grant this waiver for Section VI, B.5 in the Site Plan Regulations relative to boundary lines and their source. Vote passed.

Mr. Luciano asked if the Concord Coach bus will continue to stop at this site. Mr. Pratt stated that the bus company's agreement was with Tedeschi's which has not been at this site for some time, and there is no agreement with the current owner. Mr. Vailas advised that this would be at the discretion of the NH Liquor Commission.

Mr. Pratt advised that the landscape architect, Knowles Design, has tried to incorporate the suggestions previously made by the board by creating a larger green panel along Route 104. They are in the process of working with the abutter for connectivity. Stormwater infiltration was added behind the dumpster per a suggestion. Mr. Pratt stated that the architectural drawings reflect a New England feel.

Mr. Irvine asked about signage as it was not indicated on any plans. Mr. Platt stated that the state would present separate plans for that and that the state would likely replace the panels to the existing sign with plans for the signs on the building to meet zoning requirements.

Mr. Platt advised the NH DOT driveway permit is in process and the NH DES septic design will be submitted.

Luciano asked about the trips generated by this new use and Mr. Platt advised that the number of trips will be half of what the previous use had.

Mr. Irvine asked about exterior lighting and Mr. Platt pointed out the lighting plan, including building mounted and pole lights.

Mr. Kettenring read into record the following letters:

- From Police Chief Huckins - letter advised that after meeting with Mr. Pratt to review plans the only concerns he had, which were satisfied in the plans, were security cameras, lighting after hours of operation, alarm system, and traffic flow. He requested that panic buttons be supplied to employees at the register.
- From Fire Chief Drake - letter requiring:
 1. Set of construction plans for department review prior to construction.
 2. Review of the same plans by a 3rd party relative to fire codes, cost to be paid by developer.
 3. Installation of a knox box to provide departmental access to the building.

4. Installation of an NFPA fire alarm system with plans for same submitted to department prior to construction.

Relative to signage Mr. Kettenring advised that two signs currently exist on the site; current regulations allow for one free-standing sign at no more than 64 sq. ft. and additional signage allowed on the building, not being more than 5% of the building face. Onsite informational and directional signs are allowed. Use of the present site has been discontinued for over 1 year, the existing building will be removed, so the use is considered abandoned and the new use should comply with all requirements relative to signage.

Mr. Irvine asked Mr. Pratt if he has any issues with the requests of the Police and Fire Chiefs and he said they could comply.

Mr. Irvine reminded the board of the request for a waiver on Section VI, B.20 (soil & wetland delineation by soil and wetland scientists). Due to the fairly recent study that had been done, none of the new activity encroaches into sensitive areas, and improvements will be made to the site for a rain garden and swale, Mr. Mertz made a motion, seconded by Mrs. Hiltz, to grant this waiver. Relative to the rain garden, Mr. Pratt advised there will be plantings along some sides, but not in the rain garden, which is being used more as an infiltration system. Vote passed.

Mr. Kettenring asked for input from any abutters or members of the public.

Sam Wolak, abutting property (Dunkin Donuts) owner's son, asked for clarification to the proposed possible connection between the two properties. Mr. Pratt reviewed the plan and provided Mr. Wolak a copy of the layout plan. Mr. Vailas provided a copy of the site plan to Mr. Rossi as well.

There was discussion on using more ornamental, as opposed to industrial lighting styles, in keeping with the building design. Mr. Vailas said they could look into that.

Mr. Kettenring thanked Mr. Wolak for attending and advised him that it was a strong desire on the part of the board to have interconnectivity between the Dunkin Donuts and Wine & Liquor Outlet lots and businesses along Route 104, to improve traffic.

Mrs. Lucas asked Fire Chief Drake to elaborate on the cost to the applicant for 3rd party review of fire code and asked whether the applicant was agreeable to this condition, with the monies for this placed into an escrow account. Chief Drake advised he was able to get an estimate of not more than \$1,500. Mr. Vailas said he was agreeable.

Mr. Mertz made a motion, seconded by Mr. Luciano, to accept the application as complete. Vote passed.

Mr. Vailas asked what additional information was needed. The board advised the need for septic and driveway permit approvals, a set of

building plans for the Fire Dept., and satisfaction of any requirements by Fire and Police. Mrs. Lucas advised that if the board agrees to approve the Site Plan it could be done contingent upon specific conditions. She said relative to construction plans, most times this is done after Site Plan approval. Mr. Vailas stated his agreement to all these condition and said he hoped to get conditional approval at this meeting.

Mr. Irvine made a motion, seconded by Mr. Mertz, to conditionally approve the Site Plan application with the conditions that have been discussed being:

1. Satisfaction of issues raised in the letters from the Fire and Police Chiefs.
2. Deposit of \$1,500 for an escrow account for 3rd party review of fire codes.
3. NH DOT approved driveway permit.
4. NH DES approval for construction of a septic design.
5. Approved Sign Permit application.
6. Submission of the final lighting design.

Vote passed.

Mr. Mertz asked if there was any plan to prevent the parking of trailers at the end of the ROW between the two lots, as it has been used in the past for this purpose. Mr. Vailas pointed out that this area is on property belonging to KGI Properties.

SIGNING OF PLANS

Kevin Lacasse and Louis & Karen Porrazzo; 80 Lake View Drive; Tax Map R-8, Lot 1A20 & Straits Road; Tax Map R-7, Lot 1 – Boundary Line Adjustment and Subdivision

The subdivision and boundary line adjustment plan was brought back to the table for the board's review. It was noted that there was no letter from the Public Works Director Mr. Boucher, on an approvable driveway permit.

Mr. Irvine referred to the minutes of the meeting on 12/16/14 that the plan be approved with the condition that this letter be submitted. Mrs. Lucas contacted Mr. Boucher who stated he had visited the site and it was approvable and would submit a letter attesting to that.

The board signed the plans.

OTHER BUSINESS

Mrs. Lucas reminded the board of the 1st Deliberative Session on 2/3/15.

Relative to the trees Mr. Rossi wanted to remove, Mrs. Lucas advised he had not submitted an application for revision of his site plan.

ADJOURNMENT

Motion to adjourn was made by Mr. Love, seconded by Mrs. Hiltz. Vote was unanimous. The meeting was adjourned at 8:11 p.m.

Respectfully submitted,

Pamela Vose