

CANTERBURY PLANNING BOARD  
PO BOX 500  
THE SAM LAKE HOUSE  
CANTERBURY, NH 03224

SITE PLAN REVIEW APPLICATION  
(Rev. 10/2016)

NOTE: This application, and all required information, must be filed at least twenty-one (21) days before the date of the meeting at which it is to be submitted to the Board for acceptance as complete, whether in person or by mail. Filing is to be done at The Sam Lake House, Canterbury, NH to the attention of the Planning Board.

1. Name and address of applicant:

Ann & Jay Berry Trustees  
P.O. Box 33, Canterbury, N.H. 03224  
Phone Number: 603-892-4345  
Email Address: MAHOOSIC@gmail.com

2. Name and address of owner of record, if other than applicant:

Canterbury Hall Trust Ann & Jay Berry Trustees  
353 BAPTIST RD, Canterbury, N.H. 03224  
Phone Number: 603-892-4345  
Email Address: MAHOOSIC@gmail.com

3. Name, address and telephone number of surveyor and or agent authorized to represent owner/applicant before the Planning Board: (attach letter of authorization to application):

\_\_\_\_\_  
\_\_\_\_\_

4. Location of proposed project:

353 BAPTIST RD, Canterbury, N.H. 03224  
Tax Map/Lot No.: 000241 036000

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Zoning District: Ac Flood Area: Yes / No

Name of proposed development (if applicable):  
\_\_\_\_\_

Number of acres: 5.5 Number of lots 1

Number of structures: 1 Number of units in structure: 10

Type(s) and number of dwelling units proposed in subdivision (check all that apply):

Single Family \_\_\_\_\_ Duplex \_\_\_\_\_ Multi-Family

Type(s) of proposed uses in subdivision:

\_\_\_\_\_ Residential \_\_\_\_\_ Multi-Family \_\_\_\_\_ Manufactured Housing Park

\_\_\_\_\_ Cluster  Commercial \_\_\_\_\_ Industrial

As to each use identified above, is the use a permitted use under the Zoning Ordinance?  
Yes

Has a Special Exception or Variance been applied for or obtained? Yes

Date of approval: 2009

10. Date of last Site Plan Review or Subdivision of land: 2009

11. DES Subdivision Number (if applicable): \_\_\_\_\_

12. Identify any existing easements or Rights of Way on property:  
NONE

13. **Abutters:** Attach a separate list containing the name, mailing address, and tax map/lot number of all abutters, including those across a street, brook, or stream. Names should be those of current owner as recorded in the Tax Records five (5) days prior to the submission of this application.

**This application must comply with all requirements set forth in the Site Plan Regulations of the Town of Canterbury.**

**14. Application fees:**

Application Submission fee:	\$ <u>100.00</u>
Abutter notification - \$10.00 each abutter (Include applicant, owner if other than applicant, and surveyor, and anyone else whose seal appears on the plan)	\$ <u>80.-</u>
Registry filing fee (\$33.00 for each Mylar recording; fee includes \$7.00 for a recorded copy for the Planning Board's file). <b>Mylar will not be recorded until Town receives letter from surveyor indicating bounds have been set.</b>	\$ _____
TOTAL (check payable to Town of Canterbury Planning Board.	\$ <u>180 -</u>

**Also include a check in the amount of \$25.00 (per plan) payable to the Merrimack County Registry of Deeds for the State of New Hampshire LCHIP surcharge.**

Note regarding costs: Upon submission of this application, the Planning Board may, in its discretion, require that the applicant pay an additional sum for estimated administration, legal, or technical review costs.

**CERTIFICATION AND ACKNOWLEDGMENT**

- I. The applicant (and the owner or agent, if applicable) certifies that the information and representations contained in this application are complete and correct. All costs for engineering, legal or other professional services or recording by the Planning Board or the Town of Canterbury in the site plan review process of this property shall be borne by the applicant and/or owner and shall be paid prior to recording of the final plat.
- II. I have reviewed, or have had an opportunity to review, the Town of Canterbury Zoning Ordinance and Site Plan Review Regulations prior to submission of this application.
- III. I, as owner of the land to be subdivided, hereby authorize the Canterbury Planning Board and its agents to access my land for the purpose of reviewing this site plan, and performing road inspections and any other inspections deemed

necessary by the Board or its agents to ensure conformance of the on-site improvements with the approved plan and all Town of Canterbury ordinances and regulations.

- IV. I agree to pay any costs incurred by the Planning Board in employing an engineer in accordance with Section VI of the Site Plan Review Regulations.
- V. I am aware that failure to satisfy all conditions precedent to final approval within 45 days of the Planning Board vote shall be adequate grounds for revocation of approval of the application and/or termination of the application process. The Planning Board, in its sole discretion, may grant extensions for this 45-day period.

Date: 7.7.21                      Applicant: Jim Barry Trustee  
Date: 7.7.21                      Owner: Jay Barry Trustee  
Date: \_\_\_\_\_                      Agent: \_\_\_\_\_

**FOR PLANNING BOARD USE ONLY:**

Filing Fee:	\$ <u>100 -</u>	Date: _____
Lot Fee:	\$ <u>—</u>	Date: _____
Abutter Fee:	\$ <u>80 -</u>	Date: _____
Registry Fee:	\$ <u>—</u>	Date: _____
Estimated Technical Review Fee (if any):	\$ <u>—</u>	Date: _____

NOTE: Fees must be paid before hearing. A position has been reserved on the agenda for \_\_\_\_\_.

\_\_\_\_\_  
Secretary/Clerk/Agent for Planning Board

**FOR PLANNING BOARD USE ONLY:**

Preapplication consultation (optional) \_\_\_\_\_  
Date

Completed application filed with Board  
(at least 21 days before hearing date) 7/8/2021  
Date

Fees paid Amount: 180 - \_\_\_\_\_  
Date

Notices mailed and posted \_\_\_\_\_  
Date

Completed application on Board agenda \_\_\_\_\_  
Date

Application accepted by Board \_\_\_\_\_  
Date

Public hearing dates \_\_\_\_\_  
Date  
\_\_\_\_\_  
Date  
\_\_\_\_\_  
Date

Approved/Disapproved \_\_\_\_\_  
Date

Applicant notified of Board action \_\_\_\_\_  
Date

All conditions in final approval satisfied \_\_\_\_\_  
Date

Recording of final plat (Plan No. \_\_\_\_\_) \_\_\_\_\_  
Date

Copy of final plat provided to Selectmen \_\_\_\_\_  
Date

July 8, 2021

Canterbury Hall Trust (Ann & Jay Berry, trustees)

P.O. Box 33

Canterbury, NH 03224

Canterbury Planning Board

Town of Canterbury

Canterbury, NH 03224

Dear Board Members,

In 2009 the Planning Board approved the existing site plan. The selectmen asked us to review this with you. We assure you that no changes have been made to the buildings or grounds since site plan approval was granted. Similarly, no changes have occurred in the number of individuals residing at Canterbury Hall.

As you may know Canterbury Hall operated as an independent and assisted living facility until March 20 of this year. Unfortunately, due to Covid-related difficulties in retaining employees we were forced to make business changes. Specifically, all residents are now independent.

We see this as positive solution for the following reasons

- Reduced traffic
- Reduced demand on town emergency services
- No increase in the number of residents
- Stable resident population
- Comparatively low cost housing, which is rare in town

Thank you for your consideration,

Ann & Jay Berry

MINUTES OF THE MEETING  
OF THE  
CANTERBURY PLANNING BOARD

July 12, 2005

7:00 p.m.

BOARD MEMBERS PRESENT: Jim Snyder, Chair; Don Burgess, Bill Egan, Olly Fifield, Keith Kelley and Tyson Miller.

BOARD MEMBERS ABSENT: Jim Bassett, Chris Bowler, Lee Davis and Ken Stern.

The meeting opened at 7:00 p.m. with the Chair presiding.

Public hearing on a site plan review application filed by Ann Berry to rebuild the ell at Canterbury Hall into three independent living facilities (Tax Map 16, Lot 006). Olly recused himself from this hearing. It was determined that no abutters were present. Ann presented on her own behalf. She noted that she has had a number of people asking her to have independent living facilities as part of Canterbury Hall. She then presented the site plan, which she noted is conceptual, and she also presented a letter to all of the board members addressing the requirements set forth in the regulations and requesting some waivers.

She indicated that she had spoken to Dale Caswell at length about this project. There was discussion about an enclosed therapy pool as a water source, and Dale was very excited about that. She has included it on the site plan. Right now the existing residence is sprinklered, and she has a reservoir in the cellar for that. There is a hydrant outside. There is no pond site on the premises.

She has also spoken to Dale about possible parking under the barn, and he had no problem with that. The area is granite walled and concrete for 10 feet. The ceiling would be addressed with two or three layers of 5/8" sheet rock. There will be nothing above the parking area. They talked about the fact that there is a firewall existing now between the part of the house she is using now and the ell, and there will be an additional firewall between the proposed residential units and the barn. The exterior on the back side of the ell would have a second floor exit from each apartment to a fire escape balcony. There would also be a wired-in fire alarm system with battery backup. Dale indicated that he would come out on and do an inspection.

Ann mentioned that she had spoken to the highway department, and the existing emergency way will be retained. The driveway is wide enough for two vehicles.

She noted that they had put in a new septic system for ten bedrooms, and she believes the town office has the paper work on that. The driveway permit just came through for twelve people, although she only requested it for ten.

Ann then referred to items in the site plan review regulations for which she is requesting waivers, followed by her reasons for the requests, as indicated in her letter. Those items included:

- Section IV.2.a. – Soil types, trees and other vegetation, and topographical features. It is a fairly flat lot, and she is not going to be disturbing anything that would interfere with the grade of the existing land.
- Section IV.2.c. – Existing and proposed contours and finished grade elevations. Again, she will not be disturbing any of the existing grades.
- Section IV.2.i. – Size and location of all public service connections, gas power, telephone, fire alarms. Nothing is going to be changed. Everything is going to come into the same area.

The Chair commented that it is a fairly easy thing to note the locations of the connections in order to have a record for safety purposes.

- Section IV.5. – Landscaping plan. The landscaping will pretty much remain the same.

Ty asked if the board is looking at this as the first site plan. Because there wasn't a first site plan, if Ann says something doesn't change, is that relevant? The Chair responded that in a way this is the first site plan, because the project started for whatever reasons without site plan review but with Zoning Board approval. His personal view is to find a happy medium between treating this as brand new and something that is already in existence. He suggested that Ann should draw in the landscaping.

- Section IV.10 – Erosion and sedimentation control plan. Construction will remain within the existing building footprint, and should not affect surface soils significantly.
- Section IV.11 – Noise study. The completed project should not affect local neighborhood noise levels.
- Section IV.12 – Traffic study. The three units should not significantly affect local traffic.
- Section IV.13 – Lighting study. The three units should not significantly affect nighttime ambient lighting.

Referring to other items of required exhibits and data, Ann noted that some of the required information is not found on the drawing but is described in her letter. Those items and Ann's comments in her letter are set forth below:



- IV.2.d. – Layout and locations of catch basins and drainage features. No catch basins or surface swales exist on the property. Drainage is by sheet flow across the site.
- IV.2.g. – Location of existing and proposed utilities. The proposed project will not alter existing utilities. These include a drilled well water supply and septic sanitary waste disposal. Electricity and cable TV enter the business via aboveground lines.
- IV.2.h. – Size and location of water supply and sewage facilities. Her well and septic locations are marked on the site plan. No abutter wells or septic systems are located within 200' of the project.
- IV.7. – Size and location of signs. The facility currently has a small sign on the front lawn. No new signs will be installed as part of this project.
- IV.8. – Type and location of solid waste facilities. Garbage generated by residents is kept in closed containers that are stored within the existing barn. The completed project will not alter this practice.
- IV.9. – Snow removal and disposal. They plow their own snow with a small farm tractor. Snow is banked on the property.

Motion by Ty, seconded by Don, to waive the items as requested in Ann's letter of July 12, 2005. The Chair asked if there were any areas where the board members would like to see additional information. Ty stated that, if there were ever to be a fire, there should be on record the location of the public service, fire, etc. connections. Ann agreed to put a few more notes on the plan regarding those. Keith noted that the intent of the site plan review is to indicate where the utilities come into the property and into the building. Putting a dotted line on the plan would be helpful. Ann stated that she would indicate where the connection is for the fire trucks. Keith asked her to label it as an FDC (fire department connection).

Bill asked if there had been any further consideration about going beyond the footprint for this construction. Ann responded that the only thing that she has done is to perceive the units as having a bay window in the front, but that doesn't alter the footprint.

Motion passed unanimously.

The Chair noted that Ann had not requested a waiver of IV.4. which is a plan of all buildings, first floor elevations, etc. Ann presented an elevation photograph. She also noted that her original package included a back elevation of what the units might look like and also a floor plan.

Motion by Don, seconded by Keith, to approve the site plan as presented.  
Motion passed unanimously.

The Chair complimented Ann on her excellent presentation and the job she had done putting a package together.



THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



CAROL A. MURRAY, P.E.  
COMMISSIONER

June 24, 2005

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Ann J. Berry  
364 Baptist Road  
Canterbury, N.H. 03224  
(603) 783-9363

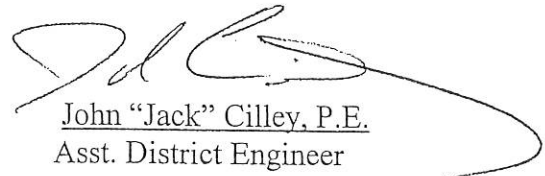
Re: Driveway Permit No. 073-108  
Baptist Road, Canterbury

Dear Ms. Berry,

Pursuant to your application dated June 2, 2005 we are hereby amending the above referenced permit to allow an **INCREASE IN USE** from six to twelve people under assisted care and to reflect a change in ownership. The previously proposed gift shop that would have shared the access with Canterbury Hall will not be established. Once again, this amendment is allowed with the understanding that the drive at the northerly corner of the parcel will not be used at any time and any liability related to the use of that driveway would be the responsibility of the owner.

Please keep in mind that all conditions pertaining to the original permit, or any prior amendments thereto, still remain in effect. If you have any further questions, feel free to contact this office anytime.

Very truly yours,



John "Jack" Cilley, P.E.  
Asst. District Engineer

JEP/  
cc: 316  
Town of Canterbury-Planning

July 8, 2021

Ann & Jay Berry (Trustees, Canterbury Hall Trust)

P.O. Box 33

Canterbury, NH 03224

Canterbury Planning Board

Town of Canterbury

Canterbury, NH 03224

Dear Board Members,

Through this letter we request waivers for the following exhibits, which are typically required for site plan review.

1. [Regulation Section IV.2. Site Plan]
  - (2.a.) Soil types, trees and other vegetation, and topographical features. (Please note that no water courses, water bodies or wetland occur in or near the project area).
  - (2.c.) Existing and proposed contours and finished grade elevations. (please note that this project will not alter existing grades).
  - (2.i.) Size and location of all public service connections, gas, power, telephone, fire alarms. (All will existing connections will remain.)
2. [Regulation Section IV.5. Landscaping Plan] (Existing landscaping will not be altered).
3. [Regulation Section IV. 10. Erosion and Sedimentation Control Plan] (No construction will occur).
4. [Regulation Section IV. 11. Noise Study] (Less traffic should reduce noise levels)
5. [Regulation Section Traffic Study] (NH DOT has already granted approval for 12 vehicles. No change to vehicle numbers is anticipated).
6. [Regulation Section IV. 13. Lighting Study] (No change to lighting).

#### Additional Information Regarding Required Exhibits and Data

I have provided you with a Site Plan Drawing that provides most of the information descry ed in Planning Board Regulation Section IV. However, some of the required information is not found on the drawing, and instead described below. This includes the reasons why some of the required exhibits are not applicable to this project.

1. [IV. 2.d.]—layout and locations of catch basins and drainage features]. No catch basins or swales exist on the property. (Drainage is by sheet flow across the site).

2. [IV.2.g.]—locations of existing and proposed utilities. (No changes to any services)
3. [IV.2.h.]—size and location of water supplies and sewage facilities within 200 feet, including those on abutting properties. (The site's septic and well locations are noted on the site plan. Note that no abutter septic or well exist within 200 feet of the project.)
4. [IV.7.]—Size and location or signs. (No new signs installed at part of this project.)
5. (IV.8.)—Type and location of solid waste facilities. (Garbage generated by residents is stored in covered containers in a small dedicated building. Trash pickup occurs once/week.)
6. [IV.9.]—snow removal and disposal. (Plowing and sanding is contracted. Snow is banked on the property).

#### Fire Protection

The building is fully equipped with a sprinkler fire suppression system. The building also has a hardwired fire alarms and monitored system. We will continue to contract for annual sprinkler and alarm system inspections.

Sincerely,

Ann and Jay Berry