

1 DRAFT

2 Minutes of the Planning Board Hearing

3 June 8, 2021

4 Meeting House and via GoToMeeting

5 Members Present

6 Kent Ruesswick (Chair), Greg Meeh, Scott Doherty (Vice Chair), Lucy Nichols, Anne
7 Dowling

8 Others Present

9 Applicants Aaron Mckay, engineer from Allen & Major Associates and Paula
10 Benard (owner of Station Meadow LLC), Matt Burt (abutter on West Road) and
11 Brenda Litchfield (abutter).

12 Absent

13 Cheryl Gordon and Joshua Gordon.

14 AGENDA

15 1. Call meeting to order

16 Kent Ruesswick called the meeting to order just at 7 pm.

17 2. Minutes of May 25, 2021

18 Scott Doherty moved the Minutes of May 25, Anne Dowling seconded.
19 Amendments were needed. Lucy Nichols is not going to follow up on traffic data
20 so delete that sentence.

21 Greg Meeh had referenced talked about process of Mandy getting applications,
22 whether it was complete at that point because that triggers the 21-day
23 countdown. Mandy is not doing an official certification of completion; Mandy
24 decides if the application is complete enough for submission. The Board should
25 make the decision about completeness. Kent says this should be discussed with
26 Mandy. Members voted to accept the minutes as amended, all were in favor.

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3. Station Meadow LLC: Lot Line Adjustment and Site Review Plan Applications

Scott took over from Kent as Chair who recused himself as an abutter. Scott invited Aaron McKay to give a quick presentation – the applications materials had been submitted and circulated to the Board two weeks prior. The details were similar to those shared in the pre-Conceptual meeting on April 27. The project covers approximately 5.2 acres. Part of it is a Lot Line adjustment to simplify the business area and enhance the other parcel owned by the Preve family. The project will be built in 2 phases. Phase 1 is the Warehouse/storage unit building. It is a sandy land and there will be compacted driveways. There will be loam and seeded areas around the site. It has been designed to DES Alteration of Terrain (AOT) permit standards, but the project is just under the maximum allowed before those permits are required. They do not anticipate any run-off since they have over planned for drainage. The placing of the septic system in terms of the well and the trucking turn around space were also raised as questions. They will submit septic plans to the DES once they have Planning Board approval.

Scott suggested completing the Lot Line Adjustment discussion then returning to the Site Review Plan.

Greg asked about the lot line frontage on Hall Road, did it mean that there could be future development on that other lot? It was thought that the frontage would still not meet the minimum of 200 feet in that zone (it would add up to about 162 feet). Abutter Matt Burt asked what would happen in the future should someone buy his lot and the Preve’s which would take the combined acreage to over the minimum of 2 acres in that zone. There are not supposed to be residential houses in that zone but there have been in the past.

Kent asked about the Preve’s having signed off on the lot line adjustment. Mandy had requested an update of the application forms to include all required signatures. Aaron had copies of these applications which he shared with the Chair and Vice Chair. Kent noted it could be helpful for

63 short reports from Mandy after applications were submitted. Paula Benard
64 confirmed that technically Kathy Rice still owned the lot and they had yet to
65 close the sale.

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67 Anne asked about the use of the terms 'commercial' and 'industrial'. The
68 Lot Line application used 'commercial' but it is in the Industrial zone. Aaron
69 responded it could be considered as both – and commercial uses were
70 permitted in the industrial zone.

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72 **Greg moved to approve the Lot Line Adjustment. Lucy seconded. All**
73 **members were in favor of approval.**

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75 Returning to the Site Plan Review discussion it was agreed it would be
76 appropriate to change the marking on the applications that had full
77 signatures so that the zone was changed from Commercial to Industrial, to
78 better conform with the zoning requirements. Scott made the change and
79 initialed it on those 2 copies.

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81 Members asked questions as the Site Plan presentation progressed.

- 82 • Utilities – Greg and Lucy asked about the gas that will be used – it will
83 be propane; the ground is pretty flat there, and the propane tanks
84 have to be inspected by the company that provides the gas. Scott
85 noted that propane is heavier than natural gas so could go down in
86 the ground.
- 87 • Kent asked about the drainage culvert that comes onto his property –
88 there will be crushed stone to avoid taking things out on the street
89 and it was not anticipated that any water would get into the pond.
- 90 • Site lighting – Paula anticipated needing outdoor lighting on dark
91 winter afternoons - the lights would not run all night. They would be
92 an early morning business, would use timers, likely have a 6 am to
93 7:30 pm time span, with cameras and motion sensors at the back of
94 the building.
- 95 • Septic Plan – Greg asked about the size – it will be a 1250-gallon
96 septic tank, the minimum for a commercial project with gravity flow
97 – there was a well protection zone – any change in use of the

98 business would have to be notified to the DES (ex. if someone
99 wanted to open a restaurant.) Paula did not want showers in the
100 facility. Kent asked about test pits, several had been dug to test the
101 water on the site and as a result the septic tank placing had been
102 altered from the original plans.

- 103 • DES/drainage/ground water plan – Lucy shared DES environmental
104 fact sheets on discharge and drainage – Aaron had worked with a
105 separate septic designer and there was more work to do on that with
106 the DES – Paula repeated she does not want floor drains and wants
107 to do what is correct – at this point they did not know what kinds of
108 businesses would be renting in the Phase 2 building and if there were
109 different uses they would have to come back before the Planning
110 Board for a change of use. Paula noted the leases would require
111 tenants to maintain standards for any discharges. Spill prevention
112 plans would have to be created with contracted spill companies.
113 Greg asked if that was to be filed with the fire department. Scott
114 clarified that spill prevention is a different requirement, not a
115 condition that the Planning Board would lay out, but both the
116 Building Inspector and Fire Chief should be notified for approval.
117 Paula was aware of that but as yet she not sure which authority in
118 New Hampshire gives licenses for the sale of something like
119 petroleum. Overall, this project was not going to have to meet storm
120 water drainage standards but was designed to meet the DES AOT
121 standards.
- 122 • Truck turning space – Greg inquired – the space would allow both
123 large trucks as well as a small tractor trailer coming to deliver
124 something to turn round.

125
126 The applicants hoped to achieve approval with conditions at that meeting
127 so they could move on with the land sale, DES permitting etc. Some
128 members (Greg, Scott and Kent) had already seen the site. Neither abutter
129 present was opposed to anything in the proposals, including the noise
130 waiver. Matt Burt asked if the rest of the lot would remain the same and
131 Paula said this was the extent of the plans. Brenda Litchfield acknowledged
132 that in small towns these were volunteer boards but hoped that the Board

133 could include conditions on the plans so that the applicants could move
134 ahead with the land swop, the key component for everything else.

- 135
- 136 • Noise waiver – Greg moved to approve that, within the hours of
137 operation of 6 am to 7:30 pm. Scott seconded. Members all voted in
138 favor.
 - 139 • Regional impact? No – this project was not deemed of regional
140 impact.

141

142 Members worked on a list of conditions to be included for the Site
143 Plans:

- 144
- 145 1. The area lighting will only be on between 6 am – 7:30 limited to those
146 hours except for motion activated security lighting
 - 147 2. No showers or bathing
 - 148 3. Water protection overlay requirement should in the tenant leases
 - 149 4. Spill protection will be completed in accordance with the ground water
150 protection overlay that is to be filed with the local Fire Chief Building
151 inspector and town office
 - 152 5. Trucking is limited to 6 am to 7:30 pm
 - 153 6. All necessary permits for DES notification to be completed if required.

154

155 Lucy would contact DES for further information.

156 **Scott asked for motion to accept the Site Plan with conditions. Greg**
157 **moved and Scott seconded. All members voted in favor --- none opposed.**

- 158 • Impervious surface – Greg asked if the project was above the 15%
159 allowed in that zone – with 32% gravel it would be over the 15% so it
160 would be appropriate to grant a conditional use permit.

161 **Greg made motion to approve the use of impervious surface as shown on**
162 **the plan of more than 15% of the lot. Anne second – all members voted in**
163 **favor.**

164 Scott will sign the mylar when it is ready as he chaired the hearing.

165 Lucy asked when the project might start – Paula said it was likely to be
166 March next year. Members wished them good luck.

167 The applicants and abutters left the meeting.

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169 4. Zoning issues

170 This item was postponed as Joshua Gordon was absent.

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172 5. K and B were Accessories on McKerley Properties

173 Kent had spoken to them and received the DES license from McKerley
174 Properties. That was now on file.

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176 6. Any Other Business

177 (i) Mike Tardiff of the Central Regional Planning Commission has
178 suggested coming to the next meeting, June 22, a work session.
179 Further discussion of issues around the Master Plan was postponed
180 until the next meeting.

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182 (ii) Campground maps – Scott is waiting from to hear back from the
183 Building Inspector and the Police Chief – he had shared the Fire Chief’s
184 response and that had started a list of criteria for campground maps.

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187 (iii) Quorums and public notices for subcommittee meetings - Greg shared
188 that he had contacted the NH Municipal Association regarding both
189 wetlands and small group meetings. He was told that 2 people is a
190 quorum if there is a 3-member board and if they meet there has to be
191 public notice. Greg wondered if the Board needed more members. Any
192 subcommittee of 3 meeting would need notice. It was agreed that the
193 subcommittee structure was not going to be helpful so both
194 subcommittees (Wetlands and Master Plan) were disbanded by
195 agreement of all members present.

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197 (iv) Lot Line Adjustment form item 9 – Anne pointed out these needed to
198 be bought into conformity with the zoning options.

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200 7. Adjournment

201 Greg made a motion to adjourn, seconded by Anne, around 8:50 pm.

202

203 Next meeting 22 June, work session.

204

205 Respectfully submitted,

206 Lois Scribner, secretary

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