



**BARRINGTON PLANNING BOARD MEETING
EARLY CHILDHOOD LEARNING CENTER
77 RAMSDELL LANE
BARRINGTON, NH**

**THURSDAY OCTOBER 6, 2011
7:00 p.m.
MEETING MINUTES**

Items #1 and #2 to follow Action Items

- PRESENT:** John Huckins, Chair
Alan Kelley, Vice-Chair
George Calef
Anthony Gaudiello
David Vincent
Edward Lemos, VMD
Stephen Jeffery-Alternate
Steve Oles – Alternate
- ABSENT:** Jacqueline Kessler – Alternate
Michael Clark, Ex-officio
- STAFF** Constance Brawders, Town Planner
Gregory Jones, Transcriptionist
Dan Howard, Planning Intern
- GUESTS:** Attorney James Schulte; 660 Central Ave # 101, Dover, NH 03820-3435
Randy Orvis; P.O. Box 277; Farmington, NH 03835-0277
John Wallace; Barrington Conservation Commission
Linda Grant; Barrington
Ken Grant; Barrington
Dawn Hatch; Barrington
Bob Ott;
Doug Call;
David Roy;
Julie Roy;

Scott Francowicz
Cheryl Hill
Kelli Barr-Foster
Cheryl Drew;
Frederick Drew:

NOTE: THESE ARE SUMMARY ACTION MINUTES ONLY. A COMPLETE COPY OF THE MEETING AUDIO IS AVAILABLE THROUGH THE LAND USE DEPARTMENT.

ROLL CALL

Chair John Huckins called the October 6, 2011 meeting of the Barrington Planning Board to order at 7:00pm.

Chair J. Huckins delegated alternate member Stephen Jeffery for D. Vincent.

MINUTES REVIEW AND APPROVAL

1. Approval of September 22, 2011 Meeting Minutes.

A. Gaudiello motioned to address the agenda's Action Items ahead of the Minutes Review and Approval. E. Lemos seconded the motion which passed unanimously with a vote of six (6), to zero (0) in favor.

The Board returned to the Review and Approval of the September 22, 2011 Meeting Minutes.

A. Gaudiello motioned to table the September 22, 2011 Minutes Review and Approval until the next meeting of the Board. E. Lemos seconded the motion which passed with a vote of five (5), to zero (0), to one (1) abstention.

2. Approval of September 29, 2011 Meeting Minutes.

A. Gaudiello motioned to address the agenda's Action Items ahead of the Minutes Review and Approval. E. Lemos seconded the motion which passed unanimously with a vote of six (6), to zero (0) in favor.

The Board returned to the Review and Approval of the September 29, 2011 Meeting Minutes.

A. Gaudiello motioned to table the September 29, 2011 Minutes Review and Approval until the next meeting of the Board. E. Lemos seconded the motion which passed with a vote of five (5), to zero (0), to one (1) abstention.

ACTION ITEMS

Member D. Vincent assumed role as sixth planning board member.

S. Jeffery resumed to the role of Alternate.

- 3. SR11/394 (Kenneth E. & Linda A. Grant) Request by applicants to propose a small general construction/contractor business at their residence located on a 2.93 acre site as 372 Parker Mountain Road (Map 214 Lot 6) in the General Residential (GR), Highway**

Commercial Overlay (HCO) Zoning Districts. Applicant: Geometres Blue Hill, LLC, Randy Orvis; P.O. Box 277; Farmington, NH 03835-0277

Randy Orvis of Geometres Blue Hill, LLC, approached the Board as representative for Kenneth & Linda Grant. Orvis directed the Board to the revised plan-set for the proposed general construction/contractor business and the associated Technical Review from the Town Planner dated September 28, 2011 (available at the Land Use Department). In order to address the outstanding issues outlined in the Technical review, the following steps were taken;

- A Conditional Use Permit has been submitted for approval of a Contractor's Storage and Equipment yard,
- A note was added to the plan pursuant to Article 12.4.1 of the Zoning Ordinance stating that there will be no fuel storage on the property other than what is already in vehicles or within containers less than 5 gallons,
- The impervious area including the accurate dimensions of the pole barn under 15% is shown on the plan
- Pavement widths on-site were dimensioned
- Both entrances to the property were defined the plan
- Attorney Schulte (660 Central Ave # 101, Dover, NH 03820-3435) will supply the Board with a resolution document for Wetlands Bureau complaint file number 2008-00408-Kenneth Grant-Sloper Road Barrington
- Schematic drawings of the proposed pole barn showing all dimensions are to be supplied to the Board
- Septic location has been shown on the plan
- A Town Driveway Permit is to be submitted to the Road Agent for the entrance in question

Orvis stated that the two culverts at sloper road are municipally and state owned and, as such, are maintained by the Town and state. Orvis stated that NHHB clarification was addressed and both driveways on-site were dimensioned on the plan.

D. Vincent reminded the Board that under Article 8.5, Greenbelt Buffer Required, lots of record as of March 9, 1999, are exempt from the provisions of Article 8.5 to the extent that conformance is impossible, however, any such lot must conform as fully as possible to the buffer requirements. The Board agreed that the applicant must demark the greenbelt buffer on the plan and continue to use the area without expansion.

Chair J. Huckins opened up the meeting to public comment.

Dawn Hatch, reading a letter on behalf of Darin Hatch into the record, expressed concern with the current storage of material piles and septic system components on-site as well as within the Right of Way on sloper road. The letter asked that the materials be removed from the Right of Way and that the septic components not be stored on the site. The applicant agreed to move the material piles in question out of the Right of Way and into designated storage areas.

Chair J. Huckins closed public comment.

G. Calef motioned to accept the application as substantially complete. D. Vincent seconded the motion which passed unanimously with a vote of six (6), to zero (0) in favor.

R. Orvis summarized his responses to the 9 use requirements set forth in Section 3.4, Conditional Use Permits issued by the Planning Board, and opined that all requirements are shown to be adequately met by the proposed project.

Chair J. Huckins opened up the meeting to public comment. There was no public comment.

G. Calef motioned to approve the Conditional Use Permit for a Contractor's Storage and Equipment Yard. E. Lemos seconded the motion which passed unanimously with a vote of six (6), to zero (0) in favor.

D. Vincent motioned to approve the application subject to the following conditions: 1) Stockpile materials must be completely removed from the Right of Way on Sloper Road. 2) A Driveway Permit must be received by the applicant for the entrance in question. 3) The hours of operation are set from 6:00 am – 8:00 pm Monday-Saturday. 4) All stockpile areas must be dimensioned on the plan. 5) Equipment storage areas must be dimensioned on the plan. 6) No fuel storage shall occur on the property other than what is already in vehicles or within containers less than 5 gallons. 7) The Greenbelt Buffer must be properly shown on the plan and corresponding to a legend symbol. 8) The Pole Barn schematic drawings showing all building dimensions must be supplied to the Land Use Department. 9) A resolution to Wetlands Bureau complaint #2008 -00408-Kenneth Grant-Sloper Road Barrington must be supplied to the Land Use Department. 10) The Plans Revision Box must be updated with the correct date. A. Gaudiello seconded the motion which passed unanimously with a vote of six (6), to zero (0) in favor.

A. Gaudiello motioned that upon receipt of a letter from the applicant stating that the conditions of approval have been met the Chairs signature shall be adequate to ensure compliance with these conditions so as to avoid further public hearing. E. Lemos seconded the motion which passed unanimously with a vote of six (6), to zero (0) in favor.

Planner Brawders reminded the applicant that he must supply a written letter to the Land Use Department stating the conditions as stated above have been duly met.

4. **SR11/395 (Club Kidz-Cheryl Hill)** Request by applicant for a minor site plan approval for a daycare/educational institution serving ages from 6 weeks to 12 years, and request for sign permit approval, on a 2.93 acre site, located at 8 Eastern Avenue in the Town Center (TC) and Stratified Drift Aquifer Overlay Zoning Districts. Applicant: Cheryl Hill; Hill's Home Preschool; 22 James Henry Drive, Barrington, NH 03825.

Chair J. Huckins and E. Lemos recused from discussion.

Vice-Chair A. Kelley delegated alternate members Stephen Jeffery and Steve Oles as the fifth and sixth planning board members.

Scott Francowicz of Brown Engineering and Surveying (683C First NH Turnpike; Northwood, NH 03261) approached the Board on behalf of applicant Cheryl Hill for a proposed educational institution within the Restoration Church serving ages 6 weeks-12 years requiring a Minor Site Plan application. Additionally, the applicant is seeking a sign permit approval for the proposed business's 3x to be erected separately from that of the Restoration Church. S. Franklin directed

the Board to the Planners September 28, 2011 Technical Review. In order to address the outstanding issues outlined in the Technical review, the following steps were taken;

- The legal owner of Restoration Church has signed the Application Form.
- A letter of Authorization from the owner of record, President and Senior Pastor Nathan Gagne, dated October 3, 2011 was submitted for the file.
- A descriptive narrative for the project was submitted.
- The Title box was updated with the owner of record and E911 information.
- Route 125 was identified as Calef Highway on the Plan set.
- The dimensions of the crosswalk are dimensioned and shown on the plan
- A letter from NH Dot dated October 4, 2011 stating that access to the site is adequate was submitted for the file.
- Note #4 of the plan has been updated to reflect the correct owner of record
- Note #7 has been revised to state Section 4.2.4 rather than 4.2.2
- The NH DES Subdivision Approval Number has been added to the plan
- The request for an addition of a date of septic construction to the plan notes has been added as taken from the Subdivision Plan for Dover Federal Savings and Loan, dated January 1979 and recorded at the Registry of Deeds. Records are not available at the NH Department of Environmental Services.
- Survey Dimensions were verified with the 1979 plan recorded at the Registry of Deeds.
- Ingress/Egress was labeled on the plan
- 11''x17'' plans were supplied to the Land Use Department
- The Planning Board block is to be added to the plan
- A Sign Permit Application, complete with representative image, has been submitted to the Land Use Department for a proposed 3' in height x 6' in width free standing, non-illuminated two-sided sign 5' from ground to top.

S. Franklin addressed department-head concerns by stating that road cones and paint will be utilized to mark the crosswalk area and informed the Board that in the event of a program overlap between a church function and Club-Kidz, a civil resolution would be in order. Franklin stated that the interior layout would be a duly addressed with the Town's Code Enforcement Officer to ensure all requirements are met, and informed the Board that the 1,200sf fenced-in play area is the limit. Lastly, he opined that outside lighting fixtures provide adequate illumination and that because the hours of operation occur mostly during the daytime, this would not become an issue.

Vice-Chair A. Kelley opened up the meeting to public comment.

David Roy, of 35 Eastern Avenue, expressed concern with noise and the present buffer between his property and Restoration Church not providing adequate separation for privacy. D. Roy stated that a dilapidated fence, owned by Restoration Church, had previously been removed and trees which were planted in its place are currently in poor condition. A. Gaudiello stated that the issue would be more appropriately addressed with the Restoration Church property owner.

Vice-Chair A. Kelley closed the meeting to public comment.

D. Vincent motioned to accept the application as substantially complete. A. Gaudiello seconded the motion which passed unanimously with a vote of six (6), to zero (0) in favor.

S. Oles motioned to approve the application subject to the following conditions; 1) The hours of operation be set from 6:00am – 7:00pm, Monday-Saturday. 2) A note is added to the plan showing the date of septic system construction. 3) The Planning Board Box is updated on the plan. 4) The location of the future non-illuminated sign is shown on the plan. 5) Identified typographical errors are corrected. 6) A note is added to the plan clarifying that all conditions of previous subdivision approval for the Dover Federal Savings and Loan Bank continue to apply. G. Calef seconded the motion which passed unanimously with a vote of six (6), to zero (0) in favor.

D. Vincent motioned that upon receipt of a letter from the applicant stating that the conditions of approval have been met the Vice-Chairs signature shall be adequate to ensure compliance with these conditions so as to avoid further public hearing. S. Oles seconded the motion which passed unanimously with a vote of six (6), to zero (0) in favor.

5. Town of Barrington Planning Board Text Amendments – Text Amendments and Revisions To Subdivision and Site Review Regulations are to be presented for consideration and vote.

Chair J. Huckins and E. Lemos returned as the fifth and sixth Planning Board members.

S. Jeffery and S. Oles resumed the role of Alternate.

Chair J. Huckins directed the Board to the Planners November 3, 2011 document (available at the Land Use Department) which lists the Subdivision Amendments as outlined below.

#1 A. Gaudiello motioned to amend Subdivision Regulation Article 5.5.2, Application Completeness Review, by inserting the abbreviation RSA for the purpose of promoting language consistency between the Subdivision Regulations and New Hampshire Revised Statutes Annotated. E. Lemos seconded the motion which passed unanimously with a vote of six (6), to zero (0) in favor.

#2 E. Lemos motioned, for the purpose of language consistency between the Subdivision Regulations & Site Review Regulations, to amend Subdivision Regulations Article 6.1, Preliminary Conceptual Review, by replacing the current language with the following: An Applicant may submit a written application for preliminary conceptual review, to be held during a public meeting with members of the Planning Board, for discussion of the conceptual design, to include two (2) copies of the plan illustrating the overall concept using simple drawings rather than engineered plans or specifications, in accordance with RSA 676:4 II. A. Kelley seconded the motion which passed unanimously with a vote of six (6), to zero (0) in favor.

#3 E. Lemos motioned to amend Subdivision Regulation Article 7.3, Paragraph 1, by adding Pursuant to RSA 676:1, I (b) and striking “*by the Wednesday before the third Thursday of the month, which is also*” for the purpose of promoting language consistency within the Subdivision Regulations. D. Vincent seconded the motion which passed unanimously with a vote of six(6), to zero (0) in favor.

#4 A. Kelley motioned to amend Subdivision Regulation Article 9.1, by inserting Pursuant to RSA 676:4, I (i) for the purpose of referencing the source of the New

- Hampshire Revised Statutes Annotated. D. Vincent seconded the motion which passed unanimously with a vote of six(6), to zero (0) in favor.
- #5 E. Lemos motioned to amend Subdivision Regulation Article 11.2, Decisions of the Board, Paragraph 2 – Satisfaction to the Condition for Approval, by inserting Pursuant to RSA 676:4, I (i) for the purpose of referencing the source of the New Hampshire Revised Statutes Annotated. A. Gaudiello seconded the motion which passed unanimously with a vote of six(6), to zero (0) in favor.
- #6 A. Kelley motioned to amend Subdivision Regulations Article 11.2, Decisions of the Board, paragraph 4 Satisfaction of the Condition for Approval, by changing the reference of Section 13.1 to read 11.1 for the purpose of correcting a typographical error. E. Lemos seconded the motion which passed unanimously with a vote of six (6), to zero (0) in favor.
- #7 D. Vincent motioned to amend Subdivision Regulation Article 11.8, Monumentation, for the purpose of promoting language consistency between the Subdivision & Site Plan Regulations, by inserting the following: Monuments for the lot being developed shall be placed not more than 300 feet apart in any straight line. E. Lemos seconded the motion which passed unanimously with a vote of six (6), to zero (0).
- #8 A. Kelley motioned to amend Subdivision Regulations Article 12.4, Filing and Submission of Concurrent Application, paragraph 1 for the purpose of conforming to the New Hampshire Revised Statutes Annotated by stating the following: Pursuant to RSA 676:4-I(b) the completed concurrent application shall be filed with the Board or its agent at least fifteen (15) days prior to the public meeting of the Board at which the application will be heard. Striking the words *twenty one (21) and scheduled*. E. Lemos seconded the motion which passed unanimously with a vote of six (6), to zero (0) in favor.
- #9 A. Kelley motioned to amend Subdivision Regulations Article 12.5, Action on completed Concurrent Application, paragraph 1 for the purpose of conforming to the New Hampshire Revised Statutes Annotated by stating the following: Pursuant to RSA 676:4-I(c)(1) the Board shall, at the next regular meeting or within 30 days following delivery of the application, for which notice can be given and striking the words *“within thirty (30) days of its submission.* D. Vincent seconded the motion which passed unanimously with a vote of six (6), to zero (0) in favor.
- #10 E. Lemos motioned to amend Subdivision Regulations Article 14.2.4, Backlots Permitted, for the purpose of promoting language consistency between the Subdivision Regulations and Zoning Ordinance, by striking the words *“in existence before January 1, 1991”*. D. Vincent seconded the motion which passed unanimously with a vote of six (6), to zero (0) in favor.
- #11 D. Vincent motioned to amend Subdivision Article 14.11, Topsoil, for the purpose of promoting language consistency within the Subdivision Regulations and New Hampshire Revised Statutes Annotated, by striking the words *“At no time shall topsoil be removed from the site without written permission from the Planning Board”*. A. Kelley seconded the motion which passed unanimously with a vote of six (6), to zero (0) in favor.

- #12 A. Gaudiello motioned to amend Subdivision Regulation Article 15.1 paragraph 3, for the purpose of promoting public safety and road maintenance by stating the following: Where extension of existing roadways is proposed, the existing turnaround shall be removed in its entirety by the applicant upon road acceptance by the Board of Selectmen. E. Lemos seconded the motion which passed unanimously with a vote of six (6), to zero (0) in favor.
- #13 E. Lemos motioned to amend Table 1- Road Design Standards of Subdivision Regulation Article 15.2.1, Road Design Standards for the purpose of correcting a typographical error, by striking the “15.4” and replacing it with 15.3 for Driveways, and striking “15.9.10” and replacing it with 15.8.8 for Type of Curb. A. Kelley seconded the motion which passed unanimously with a vote of six (6), to zero (0) in favor.
- #14 D. Vincent motioned to amend Subdivision Regulation Article 4A, Road Design Standards and Guidelines by striking the description below the last graphic in the column titles COMMON DRIVEWAYS for the purpose of correcting a typographical error. E. Lemos seconded the motion which passed unanimously with a vote of six (6), to zero (0) in favor.
- #15 A. Gaudiello motioned to amend Subdivision Regulation 15.3.1, paragraph 4 by striking a punctuation mark for the purpose of correcting a typographical error. D. Vincent seconded the motion which passed unanimously with a vote of six (6), to zero (0) in favor.
- #16 A. Kelley motioned to amend Subdivision Regulation Article 9.4 Submitted Materials, paragraph 1 by striking the words “*by the Wednesday before the third Thursday of the month, which is also at least*” for the purpose of promoting language consistency within the Subdivision Regulations. E. Lemos seconded the motion which passed unanimously with a vote of six (6), to zero (0) in favor.
- #17 E. Lemos motioned amend Subdivision Regulation Article 13.1, Authority and Purpose, for the purpose of emphasizing the intent of Conservation Subdivisions by adding the following: Since the primary purpose of a Conservation Subdivision is the protection and preservation of the Town’s natural resources (as itemized below), the initial and most important step in determining the feasibility of a site for a Conservation Subdivision is to identify the natural features and resourced of the property that most merit protection. The housing lots that are proposed for the subdivision should be situated with the aim of protecting these features as best possible. A. Gaudiello seconded the motion which passed unanimously with a vote of six (6), to zero (0) in favor.
- #18 E. Lemos motioned to amend Subdivision Regulation Article 15.3.2, Driveway Design, item #6 on Aprons, by striking the word “*dept*” and replacing it with the word distance for the purpose of correcting a typographical error and inserting a more appropriate wording. A. Kelley seconded the motion which passed unanimously with a vote of six (6), to zero (0) in favor.

Chair J. Huckins informed the Board that Items #19-24 were not posted for this meeting and therefore cannot be heard. The Board agreed to continue with Item #25 which was duly posted.

#25 A. Gaudiello motioned to amend the Site Plan Review Regulation Article 6, Recreational Campgrounds and Camping Parks, using standard formatting, as outlined in the Planners November 3, 2011 Text Amendment Documents (available in the Land Use department).

A discussion ensued among the members regarding the proper tracking of regulatory changes.

A. Gaudiello motioned to incorporate the Town Attorney's recommendations for tracking the regulatory changes. A. Kelley seconded the motion which passed unanimously with a vote of six (6), to zero (0) in favor.

NON-ACTION ITEMS

A. Communications received

Nothing to Report

B. Reports of officers or other Committees

Nothing to Report

C. Report from planner

Nothing to Report

UNFINISHED BUSINESS

Planner Brawders informed the Board that the Town Department Heads recently met to discuss the upcoming Capital Improvement Plan update. She informed the Board that after the Budget hearing and current amendment project is completed, the CIP will be addressed. Chair J. Huckins suggested the CIP item be added to the upcoming agenda's to ensure updates.

OTHER BUSINESS THAT MAY PROPERLY COME BEFORE THE BOARD

There was no other business before the Board.

SETTING OF DATE, TIME AND PLACE OF NEXT MEETING AND ADJOURNMENT

The next meeting of the Board is set for October 13, 2011. Meeting to be held at the Early Childhood Learning Center located at 77 Ramsdell Lane, Barrington

E. Lemos motioned to adjourn the meeting of October 6, 2011 at 10:00 pm. A. Kelley seconded the motion which passes unanimously with a vote of six (6), to zero (0) in favor.

Respectfully submitted,

Gregory M. Jones
Transcriptionist