

DRAFT UNAPPROVED

Note: Please find the following **DRAFT** minutes of the Planning Board. These **DRAFT** minutes are subject to being amended, extended and approved by the Planning Board during it's next meeting.

Town of Enfield
Planning Board
Tim Taylor, Chairman
February 8, 2012- 7:00 PM

Present: Tim Taylor-Chairman, Dan Kiley, Paula Rowe, Paul Withrow, Suzanne Laliberte, David Saladino, Kurt Gotthardt, and Nathan Miller-Acting Town Planner

Guests: Michael DiBitetto (Maple Street-Enfield Acquisition, LLC), Michael Leo (VHB, Inc), Nick Sanders (VHB, Inc.), Pat Buccellato (Pathways Consulting), Tom Bueschel, and approximately ten members of the public.

Approval of Minutes:

Dan Kiley moved to approve the minutes of January 11, 2012 as submitted. Paul Withrow seconded, and the motion passed with David Saladino and Suzanne Laliberte abstaining due to absence.

Public Hearing:

I. Continuation of Maple Street–Enfield Acquisition, LLC Phase II Site Plan Design Review for their lots (Tax Map 14A, Lots 47 & 48) located on Maple Street and U.S. Route 4 in the Community Business (CB) and Residential One (R1) Districts. Maple Street–Enfield Acquisition, LLC is proposing a subdivision and site plan for a 154-unit housing project.

Chairman Taylor opened the hearing.

Chairman Taylor advised that Michael DiBitetto of Maple Street Enfield Acquisition, LLC, and Michael Leo and Nick Sanders of VHB, Inc. would like to discuss the outcomes of the December Planning Board meeting and January site walk. Mr. DiBitetto noted that they want to ensure consensus with the Planning Board about site design issues to be addressed in advance of the development of revised plans for the project.

Nate Miller reported that, following the Planning Board's motion in December,

all neighboring communities were informed that the development proposal has potential regional impact. The towns of Lebanon, Canaan, and Springfield requested to review the plans. Nate Miller advised that he expects to receive comments from Lebanon and the Upper Valley Lake Sunapee Regional Planning Commission.

Chairman Taylor asked Nate Miller to recap site the site design issues that were raised at the December Planning Board meeting and January site walk. Nate Miller advised that there eight topics to be addressed.

1) Confirming the scope of the project

Nate Miller asked if Mr. DiBitetto has reached a conclusion about the scope of the project (i.e. a majority of studio/one bedroom apartments vs. a majority of one/two bedroom apartments), noting that this would affect both building size and site design.

Mr. DiBitetto advised that his team is continuing to review their market analysis, and is close to making a final decision on the project scope. Mr. DiBitetto noted that their market analysis is pointing to a majority of studio and one-bedroom apartments, and the revised plan will incorporate changes to the building size and site design to reflect the final scope.

2) Provision of a secondary access/egress for emergency vehicles

Nate Miller asked if Mr. DiBitetto and Mr. Leo had developed engineering alternatives for a secondary access/egress for emergency vehicles, as discussed at the December Planning Board meeting. Mr. DiBitetto advised that they had not yet developed engineering alternatives because the site plan may change significantly when it is revised. Mr. DiBitetto noted that he sees a scenario where the site access road could be shortened to meet the town's 2,000-foot maximum length requirement for dead-end roads.

Mr. DiBitetto asked if a secondary access would be required if the site access road was shortened to a length of 2,000 feet. Chairman Taylor noted that a subdivision regulation waiver would not be necessary if the road was shortened; however, hundreds of people would be living on a dead-end road only accessible by Route 4. Nate Miller advised that, if the site design is revised to shorten the access road to 2,000 feet, the Board ask the town's Police Chief and Fire Chief for their recommendations about the necessity of a secondary access/egress. There may be life safety code requirements.

Mr. DiBitetto advised that, if a secondary access is developed, it would be

designed to be accessible only to emergency vehicles. Mr. DiBitetto advised that it would be prohibitively difficult to construct a secondary access that could be used by residents of the development due to site-specific constraints such as topography.

3) Minimizing wetlands impacts and avoiding wetlands buffer encroachments

Nate Miller advised that there is a 50-foot wetlands buffer in the Residential One (R1) district. Buildings C and D do not conform, as currently designed, to the wetlands buffer requirement. Additionally, the garage and parking lot of Building A do not conform to the wetlands buffer requirement.

Kurt Gotthardt advised that the wetlands buffers should be shown on the revised site plan when it is submitted.

Mr. DiBitetto stated that he and Mr. Leo are aware of this requirement, and are actively working to revise the site design to avoid encroachments into the wetlands buffers. Mr. Miller advised that this is a requirement of the zoning ordinance, and any encroachments into the buffer would fall under the Zoning Board of Adjustment's purview.

Mr. DiBitetto asked if a road crossing a wetland would require a variance. Mr. Miller advised that, per the town's Zoning Ordinance, roads, driveways, and utility lines essential to the use of land outside of the wetland area requires Zoning Board of Adjustment review as a special exception.

4) Incorporating safety enhancements at the intersection of U.S. Route 4/Site Driveway

Nate Miller advised that the NHDOT has reiterated its original comments on the project from 2008, noting that a left turn pocket is warranted based on AASHTO standards. However, the department is not recommending that a left turn pocket be constructed due to "the proximity of other driveways and potential utility and property impacts during construction."

Mr. Sanders advised that the queue length for left turning vehicles into the site driveway during the afternoon peak hour is estimated to be one vehicle. Chairman Taylor noted that the Board has received numerous comments about the downhill grade on Route 4 in the vicinity of the site driveway. Residents are concerned about being able to stop in a queue, especially in winter conditions.

Nate Miller noted that this segment of Route 4 (between Maple/Main Street

and the Lebanon city line) has appeared on the NHDOT's "Five Percent Report" of high accident locations in the state.

Dan Kiley suggested that, at a minimum, an expanded eastbound shoulder would allow traffic to maneuver around vehicles stopped waiting to turn left into the site driveway. Chairman Taylor advised that a left turn pocket would be preferable.

Dave Saladino suggested that the Board authorize Nate Miller to send a letter to the NHDOT expressing concern about the safety of the proposed intersection, and encouraging cooperation between the Department and Maple Street-Enfield Acquisition, LLC in considering engineering alternatives to improve safety at the intersection. By consensus, the Board authorized Nate Miller to draft and send a letter to NHDOT.

Following up on a discussion item from December, Mr. Sanders asked if the Board would require signal warrants to be conducted at the Route 4/Maple/Main and Route 4/High Street intersections. Dave Saladino advised that he didn't believe this would be necessary. Dan Kiley concurred with Mr. Saladino. By consensus, the Board advised that signal warrants for the two intersections would not be necessary.

5) Ensuring that the entirety of the development's main road is designed to town standards, with Buildings E, F and G conforming to applicable dimensional requirements

Nate Miller noted that, in December, the Board determined that the final 1,000-foot section of the site access road is not a "driveway." As such, Buildings E, F, and G will need to conform to applicable dimensional requirements in relation to the roadway.

Mr. Leo noted that this section of the road is proposed to be porous pavement, and is an important drainage component for the site. It may be difficult to conform with some of the road standards set in the Subdivision regulations. Chairman Taylor advised that the Board is willing to work with the developers on this issue, but some changes will need to be made including the parking layout.

Mr. DiBitetto advised that this discussion may be moot, because their revised site design may eliminate this portion of road. Chairman Taylor suggested that the Board revisit this discussion, if necessary, when the revised site design has been submitted.

6) Making the development more transit-friendly by reviewing bus stop alternatives along U.S. Route 4

Nate Miller asked if Mr. DiBietto and Mr. Leo have considered options for a bus stop in the vicinity of Route 4, as discussed at the December Planning Board meeting. Mr. DiBietto advised that he has been discussing options with Van Chesnut of Advance Transit, and would have a proposal for the Board when the revised site plan is submitted.

Dan Kiley suggested that it may be possible to locate the stop in the vicinity of the proposed clubhouse to minimize delays on Advance Transit's Blue Route. Mr. DiBietto advised that he would discuss this concept with Advance Transit staff.

Mr. DiBietto noted that the proposed sidewalk along the site access road ends at U.S. Route 4. They would like to connect this sidewalk to the town's existing sidewalk network by creating a new sidewalk along Route 4 between the site and the Enfield Village. Board members expressed strong support for this concept.

Mr. Leo advised that the sidewalk may be difficult to construct and will require cooperation with NHDOT. Board members noted that Nate Miller will be drafting correspondence to NHDOT on this application, and asked Mr. Miller to note the Board's support for this sidewalk concept in the letter and encourage cooperation between the applicant and NHDOT in developing engineering alternatives.

7) Quantifying the development's impact on the school system through a School Impact Study

Mr. DiBietto reported that his team has done an initial projection of school impacts as a result of the development, and their estimate is approximately 20 children. Nate Miller noted that the submission of a School Impact Study will come in Phase III of the review process (final review) and that assumptions will need to be appropriately documented and vetted by the Board.

Chairman Taylor recognized Sharon Beaufait. Mrs. Beaufait encouraged the Board to consider the location of the development's bus stop to ensure that children can safely access the bus stop. Chairman Taylor advised that the Board would send a set of plans to the school for review when the applicant submits their revised site plan.

Dave Saladino asked if the town's regulations require a Fiscal Impact Study. The site plan regulations leave it at the discretion of the Board, but it is a mandatory item for major subdivisions.

8) Development of subdivision plan

Nate Miller noted that the town has not yet received a subdivision plan for the project. Mr. DiBietto advised that a subdivision plan would be submitted shortly after the revised site plan is developed.

Mr. DiBietto requested a discussion of the items that will be included in the third-party engineering review of the project. Nate Miller noted that the Public Works Department has provided some guidance about the water and sewer system reviews that are necessary.

Review of the water system design, including:

- Quantification of the amount of water demand that will be generated by the development;
- Determination of the water pressure that would be provided by the proposed booster station, and an analysis of that systems adequacy for both residential and firefighting purposes;
- Assurance that proposed construction materials are consistent with the town's existing infrastructure;
- Outline of maintenance/replacement schedule and associated costs of major components of the proposed booster station;
- If the development is ultimately approved, third party construction inspection.

Review of the sewer system design, including:

- Quantification of the amount of wastewater demand that will be generated by the development;
- Assurance that proposed construction materials are consistent with the town's existing infrastructure;
- If the development is approved, third party construction inspection.

Nate Miller noted that the third-party engineering scope of work would also include a review of the design of the secondary access/egress to ensure efficient emergency vehicle access and review of the proposed site access road construction plans. Planning Board members noted that they reserve the right to review the traffic impact study and drainage plan, but would like to see the revised site plan before determining whether that would be

necessary.

Kurt Gotthardt moved that the Phase II Design review hearing for Maple Street-Enfield Acquisition, LLC be continued to April 11, 2012. Dave Saladino seconded and the motion passed unanimously.

Chairman Taylor called a five-minute recess at 8:45 PM.

Chairman Taylor reconvened the meeting at 8:50 PM.

Conceptual Hearing:

Mr. Tom Bueschel and Mr. Pat Buccellato presented a conceptual minor subdivision with the Board. They propose to create a new 2.3-acre lot at the end of Poplar Drive in the Fieldstone Ridge development. A shared driveway would be constructed serving the new lot and its adjacent lot.

Nate Miller advised that the Homeowners Association would need to endorse the minor subdivision, because the community open space plan would be revised. Mr. Bueschel suggested that open space would be transferred from what is now designated as Phase II of the development, and as a result Phase II would be reduced by one lot. Mr. Bueschel did not anticipate issues with the Homeowners Association endorsing the minor subdivision.

Mr. Bueschel expressed his intention to formally apply for the minor subdivision in the coming months.

Business:

Jonathan & Julia Weiss Voluntary Merger

Nate Miller reported that Jonathan and Julia Weiss have applied for a voluntary merger of lots 10-12 and 10-13 on Evenchance Road. Mr. Miller advised that their application is complete.

Tim Taylor moved to approve the voluntary merger of lots 10-12 and 10-13. Paul Withrow seconded and the motion passed unanimously.

Route 4 Planning Project

Nate Miller advised that the Planning Board should determine a schedule for completion of the U.S. Route 4 Land Use Project. The first step is to schedule a Public Informational Meeting to review and hear comments on the

work completed to date. Following discussion, the Board set a tentative date of April 25, 2012 for this meeting.

Appointments/Reappointments:

David Saladino and Suzanne Laliberte are interested in continuing with the board. Nate Miller will send correspondence to the Selectmen recommending their reappointment.

Communication:

The Mascoma River Local Advisory Committee will be holding a special presentation: "Your Water, Your River," on February 15, 2012 from 7:00 to 8:00 PM. Tim Taylor and Kurt Gotthardt have been serving on this committee.

Timber Cuts:

- John and Carol Fahey – Kluge Road
 - o 5.46 acre cut on a 10.80-acre lot

- John Fitzgerald – Choate Road
 - o 3.61 acre cut on a 3.61-acre lot

Next Meeting:

The next regular meeting of the Enfield Planning Board will be held on March 14, 2012 at 7:00 PM. The Board will meet in the Enfield Public Works Facility meeting room.

Adjournment:

Dan Kiley moved to adjourn the meeting at 9:20 PM. Paul Withrow seconded and the motion passed unanimously.