

**TOWN OF FARMINGTON
PLANNING BOARD MEETING
Tuesday, October 6, 2015
356 Main Street, Farmington, NH**

Board Members Present:

Charles Doke, Chairman
David Kestner, Vice Chairman
Glen Demers
Martin Laferte

Board Members Absent:

Anthony Vittorioso
Jim Horgan, Selectmen's Rep.

Town Staff Present:

Liz Durfee, Regional Planner

Public Present:

Cynthia Copeland, Executive Director, Strafford Regional Planning Commission
Scott Lawler, Professional Engineer, Norway Plains Associates
Eben Dorr
Resta Detwiler

BUSINESS BEFORE THE BOARD:

- **Pledge of Allegiance**

At 6:08 pm Chairman Doke called the meeting to order and all present stood for the Pledge of Allegiance.

- **Review and approve Meeting Minutes of September 15, 2015**

Martin Laferte motioned to approve the minutes of September 15, 2015 as written; 2nd Glen Demers. The motion passed unanimously.

- **Update on Eben Dorr Subdivision Road**

Scott Lawler came before the Board on behalf of Eben Dorr to discuss a design change and seek approval to amend the previously approved Site Plan due to the discovery of some unexpected ledge found during road construction. He presented a plan showing the revision affecting the last 150 feet of the proposed road. The ledge was encountered near the "hammerhead" portion of the road when the contractor was excavating in preparation for the installation of the bank run gravel. He said that in lieu of expensive blasting, Mr. Dorr asked him to redesign that portion of the roadway to avoid getting into the ledge. He proposed changes to the vertical alignment but noted the horizontal alignment would remain the same as previously approved. The road grade would be slightly increased from the 3% grade in the original plan to a 6% grade for that portion of the road and then it would flatten out to a 1% grade at the top he said. He then sent it to the Town's consultant, Senior Engineer Kevin Gagne at Fay, Spofford & Thorndike (FST) who reviewed it and indicated the design change within the Town regulations for the maximum grade levels allowed. Mr. Gagne also advised him it was a substantial enough change to require review by the Board. Mr. Lawler added that all of the erosion and sedimentation controls are in place with good attention to detail by the contractors to date. Chairman Doke asked if the mediation of the water run-off would take place on both sides of the road. Mr. Lawler said the majority of the road leading to the hammerhead area is crowned so the water sheets

off either side and flows over land into the vegetation. There was a slight adjustment to the cross slope of the hammerhead as a way to reduce the impact of the ledge by putting a uniform slope across it instead of a crown he said.

David Kestner said the increased elevation change doubles the slope and asked if this would cause them to create a wider drainage area at the toe of the slope. Mr. Lawler said the change in slope occurs after the crossing as you start to go up the hill so none of the fill slopes in the crossing will impact the wetlands.

Mr. Kestner then asked if they will need to install stone dam checks to help slow down the water sheeting into a sensitive area due to doubling the road grade. Mr. Lawler said the water sheets off the gravel driveway into the existing topography terrain but agreed to have the contractor install stone dams along the toe slopes.

Regional Planner Liz Durfee said she also spoke with Kevin Gagne who told her he supports the proposed changes to the plan. He also stated the vertical curves along the road are almost negligible but suggested they be discussed with the Board as it is another change to the plan. Mr. Lawler said from section 2+0 to section 5+0 on the plan there are vertical curves with ½% grade up and ½% grade down creating a “roller coaster ride” effect. He said Mr. Gagne suggested he eliminate the curves and to design a point to point configuration taking out the rolling effect and increasing the ½% grade increases over a longer distance for a positive pitch off the road. This is about 2 inches in elevation change at three locations and has been reviewed with the site contractor he said.

David Kestner motioned to approve the two vertical changes as noted by Scott Lawler on the revised plan dated September 11, 2015 and to include an additional item of stone check dams along both sides of the drainage slope areas of the change going from the far end from station 5+25 to 7+25; 2nd Martin Laferte. The motion passed unanimously.

Eben Dorr provided copies of the approved minutes from the pre-construction meeting with FST and explained the color key used to distinguish what work is complete (green), in process (yellow) and not yet started (blue). He said he realized the completion date given by Code Enforcement Officer Dennis Roseberry said “on or around the start of November” and said he would like to request an extension as it is unlikely the project will be complete by that date as it is totally dependent on coordinating tests, site visits by FST and the weather.

Ms. Durfee said the construction schedule says the work is scheduled to be completed before the end of November and suggested it be clarified to include a specific date and then if an extension is needed the request should be filed in writing and be approved by the CEO.

Mr. Kestner suggested Mr. Dorr write a letter to the CEO to request an extension in the first part of November so the paperwork will be in process before the deadline.

- **Discussion with Cynthia Copeland on SRPC Membership**

Strafford Regional Planning Commission Executive Director Cynthia Copeland gave the Board a packet of information outlining all of the Commission’s processes and services, dues, billing rates and budget. The first item reviewed was the SRPC Member Services. This sheet is divided into three components- Regional Planning, Transportation and Economic Development. The commission assists with local and regional planning, plans and advocates for transportation needs and economic development by providing technical assistance, data collection and analysis and plan development she said.

She then reviewed the SRPC table of approved dues for fiscal years 2016 (\$6,773.49) and 2017 (\$6,780.27) which is a \$6.77 increase for 2017. Two factors that changed the dues include the Town population based on the 2010 U.S. Census and the per capita rate which is adjusted by the Consumer Price Index increase which is .1%. Dues increases for the entire region totaled at just \$124.05 she said. Ms. Copeland then turned to the Commission's billing rate structure. She said the Executive Committee approved the hourly rates for Directors, Planners, Analysts, Specialists and Interns for member and non-member towns. The 2016 hourly rates are subject to a 10% surcharge for non-member towns she said. The next document outlined the SRPC's budget including revenues and expenses for 2016. Discussion included Metropolitan Planning, communities that opt out of membership, reduction of toll credits received from 20% to 10%, other types of matching payments in lieu of cash and the effect of recent economic conditions on the budget.

The last document in the packet was a memo providing a brief summary of services the Commission has provided to the Town. These services included maps of the revitalization zones and an updated conservation lands overlay, culvert assessments, traffic counts, a planned Road Surface Management System and support of the Planning Department/Board through a contract with Liz Durfee for Planner services.

Discussion included who inspects the culverts, what is the purpose/benefit of the inspections, paying for traffic counts/culvert inspections requested by the NH DOT, paying dues and still getting billed for services, amount of hours needed for culvert inspections, population projections, is it an advantage to become SRPC members to save on services needed, communities must request additional services and the lack of a full time Planner or full time Planning Office.

Ms. Copeland said she would provide the Board with a link to the previous culvert assessment, the estimated number of hours needed and cost for culvert assessment updates and the number of miles of road in Farmington and a partial cost estimate for the Road Surface Management project.

At 7:25 pm Martin Laferte motioned for a five minute recess; 2nd David Kestner. The motion passed unanimously. The meeting reconvened at 7:30 pm.

- **Update on the Aquifer Protection Overlay Project**

Planner Liz Durfee told the Board that the Aquifer Protection Overlay District Planning Committee has held two meetings and provided a summary of their second meeting held on September 9, 2015. The Committee discussed land uses, zoning districts and well head protection areas. She provided a map showing the existing well head protection areas for wells four and five and discussed expanding the protection area to well six. The Rochester well head protection area is not included in the plan she said. She said the committee will take into account the different uses in the areas and potential uses when modifying the language in the State's groundwater protection ordinance. They reviewed the Town's existing regulations related to the areas in the overlay district, potential changes and continue to work on the sections of the State's model ordinance. The next meeting is scheduled for October 7 when the group will review new maps of the area and discuss private wells and priority conservation areas.

Ms. Durfee said the committee would like to have a community presentation/Planning Board workshop or joint meeting with the Economic Development Committee possibly in mid December. She plans to attend the EDC meeting next week to speak to them about the project.

David Kestner noted the well six protection area is very large. Ms. Durfee said the protection area is based on the topography and hydrology of the ground and the potential for ground water to enter the well. Mr. Kestner noted that it affects the entire Route 11 corridor. Durfee agreed and said the

committee will be considering what uses should be permitted and prohibited within the district. She added there are only five prohibited uses and existing uses are grandfathered as long they comply with the State's best management practices. The ordinance is not designed to prohibit development but to protect water quality. The TIF District is within the area and the committee is working to develop something the Town will support and that works for the district she said.

- **Continued Discussion on Storage Trailers**

The Board reviewed the third draft of the proposed ordinance regarding storage units. Discussion included adding a definition of a temporary storage unit permit, whether to allow storage on undeveloped land, clarification that a permit is required for all storage units, permit renewals, setbacks and location requirements and starting the time clock for temporary storage.

Additional discussion included no fees will be charged for the permits, removing recyclable materials from disallowed uses, not requiring a building permit for storage units, what happens after the six month temporary storage period is up, review of the draft by legal counsel and the definition of a permanent storage unit in existing regulations. The Board then made the following changes:

Paragraph 1 – This becomes the definition of temporary storage units. Add the following sentences to the end of paragraph: “All temporary storage units require a written permit to be obtained from the CEO/Planning Dept. prior to placing a unit on any property in the Town of Farmington. No fee will be charged with the temporary storage unit permit.”

Paragraph 2 – Place a period after the phrase “demolition debris”. Remove “recyclable materials”.

Paragraph 5 – Put a period after the word “practicable”. Add “The unit” to read “The unit must be located on the property not in the Town’s right-of-way.”

Paragraphs 6 and 11 – Strike both sentences.

Mr. Kestner suggested that the ordinance be completed at their next meeting scheduled for October 20th to allow time for legal review and to schedule the Public Hearings within the required timeframe to be included on the Town Meeting warrant in March.

- **Any other business to come before the Board**

Ms. Durfee told the Board that Eversource is planning to trim and remove trees and brush adjacent to power lines along River Road which is a designated Scenic Road. The issue will be included on the next agenda and a Public Hearing will be held she said.

At 8:25 pm Martin Laferte motioned to adjourn the meeting; 2nd Glen Demers. The motion passed unanimously.

Respectfully submitted,
Kathleen Magoon, Recording Secretary

Charles Doke, Chairman