

**PLANNING BOARD
NOVEMBER 4, 2014 at 7:30 PM
TOWN HALL, 41 SOUTH MAIN STREET**

In attendance:

Members: Kate Connolly, Judith Esmay (Chair), Joan Garipay, Michael Mayor, Iain Sim; Nancy Carter (Selectmen's Representative)

Alternates: Brian Edwards

Staff: Vicki Smith

Others: See Attendance Sheet

1. **MINUTES:** The minutes of OCTOBER 5, 2014 were approved.

2. **P2014-41 SUBMISSION OF APPLICATION FOR SITE PLAN REVIEW BY MICHAEL EVANS, AGENT FOR THE TOWN OF HANOVER, PROPERTY OWNER OF RECORD, TO CONSTRUCT THREE PARALLEL PARKING SPACES AND PAVED APRON AT 46 LYME ROAD, TAX MAP 46, LOT 1, IN THE "I" ZONING DISTRICT.**

ESMAY read the Notice of Public Hearing. CARTER stepped down.

Hanover Police Lieutenant Michael Evans presented the application. He said the project involves paving an existing gravel apron, adjacent to a storage garage, and constructing parking spaces over a grassed area that runs along the edge of the paved driveway. The grassed area is used frequently for overflow parking that occurs due to training sessions, meetings and other events hosted at the facility. The Town is scheduled to repave the facility site in the spring. This proposed work will be done in concert with that project.

Board Comments/Questions:

- The location of an adjacent lot line was questioned.
 - Evans described its location on a vicinity sketch. He said both properties are located in the "I" zone so there are no setback requirements.
- Will granite curbing be installed as is required by the Site Plan Regulations?
 - Evans said his understanding is that the existing soft asphalt curbing will continue to be used. If the Board prefers, the curbing could be eliminated.
- Will curbing interfere with drainage on the site?
 - Evans said there is a storm drain located approximately where the existing curbing ends. Generally, the slope is such that it drains to the middle of the parking lot where there is another storm drain.
- Are there any concerns for the number of ADA spaces on the site? It appears that two are needed.

- Evans said an ADA space has been relocated several times at the request of an employee that utilized the space. He said he does not recall where it is currently located. The only marked ADA space on the site is located in the visitor's parking area.

Waivers Requested: **Submission** (1) Vicinity sketch; (2) Site Plan; (3) Survey Map; (4) Site Context Map; (5) Vehicular and Pedestrian Circulation Plan showing: (a) All areas designated or intended for loading and unloading passenger or freight deliveries; (b) Indication of direction of travel; (c) The inside radii of all curves; (d) The width of the traveled way of all streets, driveways and sidewalks; (e) Fire lane, fire hydrants and emergency access; (f) Location of bike racks and bike storage areas; (6) Elevation Plan; (7) Utility Plan; (8) Lighting Plan; (9) Landscaping Plan; (10) Paving, Grading and Drainage Plan; (11) Construction Staging Plan; (12) Design Review Comments; (13) Road and Utility Plan. **Standards** (14) Section IX B3 c Landscaping. **Procedural** (15) Design review.

It was moved by MAYOR, seconded by CONNOLLY, to accept the application as complete with the waivers requested. There being no further discussion, **THE BOARD VOTED UNANIMOUSLY IN FAVOR OF THE MOTION.** EDWARDS participated as voting Alternate.

It was moved by MAYOR, seconded by GARIPAY, to approve the application as submitted.

Public Comments/Questions: None

THE BOARD VOTED UNANIMOUSLY IN FAVOR OF THE MOTION. EDWARDS participated as voting Alternate. CARTER rejoined the Board.

3. P2014-40 SUBMISSION OF APPLICATION FOR SITE PLAN REVIEW BY RAVEN BAY ASSOCIATES TO CONSTRUCT A NEW 16 SPACE PRIVATE PARKING LOT AT 9 ALLEN STREET, TAX MAP 33, LOT 43, IN THE "D-1" ZONING DISTRICT.

ESMAY read the Notice of Public Hearing.

Steve Buskey, of Raven Bay Associates ("Raven Bay"), and Frank J. Barrett, Jr. presented the application. Barrett said that Raven Bay purchased the decrepit property a year ago. They razed the building and filled the site in preparation of constructing a private parking facility. A special exception was sought and granted by the ZBA. The facility will be controlled by a gate and access card system. Federal law requires one ADA space. The submission materials include a list of proposed waivers and explanations as to the timetable of construction, snow storage, exterior lighting, etc.

Board Comments/Questions:

- There's a 3' foot drop between this lot and an adjacent lot. Who does it belong to?
 - Barrett said the Town owns it.
- Are you going to fence in the lot?
 - Barrett said wood guard-rails will surround it on three sides.
- What is the crosshatched triangle depicted on the site plan?
 - Buskey said it is a proposed pedestrian path.

- Is staff satisfied that their comments have been addressed?
 - Smith said yes, as long as the water service to the former drycleaners is removed and the “saw-cut” line is moved to the east.
- What is the setback for this property?
 - No one could confirm the setback, however it was noted that the Zoning Administrator had reviewed the plan and did not indicate any setback issues.
- How will this be landscaped on the southern side?
 - Buskey said bark mulch will be used.
- Snow storage was questioned.
 - Buskey said snow will be plowed into two spaces and hauled away. Very seldom will it be stored on site.
- ADA space requirements were questioned.
 - Barrett said the overall space must equal 16’. An 11’ parking space and 5’ walkway are proposed. The walkway will be striped to delineate it from a parking space.
- Where will cars pause as they enter the site to swipe access cards?
 - Buskey said that will occur within the site, off the street and sidewalk. Barrett said the gate will be located approximately a car-length’s distance from the edge of the sidewalk.
- Will drivers be alerted upon exiting the lot that Allen Street is a one-way street?
 - Buskey said he is sure they will figure it out.
 - It was mentioned that a property identification sign will be installed.
- Will the spaces be rented 24 hours a day, seven days a week?
 - Buskey said that is dependent upon who manages the lot. He would rent the spaces for long-term daytime use. If the lot is leased entirely to a separate entity (the Town, Dartmouth, etc.), they may choose different hours of operation.

Staff Comments/Questions:

- Will there be a curb along the southern edge of the parking lot?
 - Buskey said yes. Asphalt curbing will be aligned to direct water to the storm drain.
- Will the gate sit on a concrete pad?
 - Buskey said the gate model has not yet been determined. The concrete base will be specific to the make and model of the unit chosen.
- Will the slope and cross slope of the walkway be ADA accessible?
 - Buskey said the walkway will be built to the Town’s specifications.

Waivers Requested: **Submission** (1) All changes proposed and square footage associated with floor area, building foot print and disturbed area; (2) The 100-year flood elevation, floodway and floodplain limit; (3) Height and number of stories of proposed buildings; (4) The shape, size, and location of all existing and proposed structures, including typical elevations; (5) The use of all rooms and areas; (6) All areas designated or intended for loading and unloading passenger or freight deliveries; (7) Location of bike racks and bike storage; (8) Elevation Plan; (9) The location of any vents (intake or exhaust) and nature; (10) A plan for exterior lighting and signs; (11) Temporary sediment basins and other drainage; (12) Erosion controls; (13) Phasing plan; (14) Construction staging plan. **Standards** (15) Landscaping IXB3c. **Procedural** (16) Design review. ESMAY noted that there are no plans for additional lighting.

It was moved by MAYOR, seconded by CONNOLLY, to accept the application as complete with the waivers requested. THE BOARD VOTED UNANIMOUSLY IN FAVOR OF THE MOTION. EDWARDS participated as voting Alternate.

Public Comments/Questions: None

Possible Conditions of Approval: (1) The plan should be modified to show that: (a) the sidewalk from the western edge of the property to the eastern edge of the proposed walkway be improved so that the “saw-cut” note and cut line need to be moved east; and (b) the water service to the former dry cleaner must be dug up and removed. (2) The concrete pad for the gate be specified on the building permit application; and (3) The slope and cross-slope on the accessible walkway be satisfactory to the Town of Hanover Building Inspector.

It was moved by CONNOLLY, seconded by MAYOR, to approve the application with the conditions aforementioned. There being no further discussion, **THE BOARD VOTED UNANIMOUSLY IN FAVOR OF THE MOTION.** EDWARDS participated as voting Alternate.

4. P2014-42 SUBMISSION OF APPLICATION FOR SITE PLAN REVIEW BY NEW HAMPSHIRE PUBLIC BROADCASTING, INC., TO REPLACE A 395’ BROADCAST TOWER AND RELATED ANCHORS; INSTALL EQUIPMENT ON NEW TOWER; AND REMOVE EXISTING TOWER. THE PROJECT LOCATION IS 55 MOOSE MOUNTAIN ROAD, TAX MAP 10, LOT 30, “F” ZONING DISTRICT.

ESMAY read the Notice of Public Hearing.

Sean Gorman, attorney for New Hampshire Public Broadcasting (“NHPB”), Steve Wheelock, Project Agent, and Paul Hunter, Chief Engineer for NHPB, presented the application. Gorman said the application comes about as a result of an agreement between NHPB and AT&T. The project is to take down one tower and put up one just like it. The new tower will be located 13.8’ from the center point of the existing tower. That represents less than 1% of separation at a distance of a quarter of a mile; probably not detectable. The project will be done in four phases: (1) site preparation, civil work, install new base and anchor points; (2) bring the new tower onto the site and install it; (3) install equipment onto the new tower; and (4) take down the old tower.

Gorman walked the Board through Exhibits E (photographs of existing conditions from various vantage points) and A (the plan set) of the application submission. He said most of what is on the existing tower will be swapped over to the new tower. Additional equipment will be added. The Cellular On Wheels (“COW”) will be removed once the equipment is installed onto the new tower. One of the guy ways goes over and slightly into the 25-75’ wetland setback, resulting in 1,465 sf of disturbance. This small amount qualifies for Administrative Permitting by the Zoning Administrator. Silt fencing will be in place during construction. There is no intention to do landscaping other than to keep the guy ways clear. Sheet A1 depicts existing and proposed guy ways. The old ones will be discontinued; the new ones will be kept clear.

The paint and lighting schemes are required by the FAA. The positioning of the lights will be the same as on the existing tower. Incandescent lighting will be replaced with LED. The

only visible difference at the site will be additional fencing around the new guy anchors and possibly upgrades to existing fencing. The compound is not getting bigger. There is no intention to change the buildings.

ESMAY said a number of Board members visited the site when the COW application was under consideration.

Board Comments/Questions:

- Is there any likelihood that wildlife might get caught in the fencing?
 - Gorman said his personal opinion is that he would not think that would occur any more than it does now. The fencing is to protect the equipment and prevent people from trying to climb the guys or vandalize the site.
- Will the extended fencing around the anchor points be topped with barbed wire?
 - Gorman said yes.
- It looks as though twenty truckloads are needed to deliver the tower to the site.
 - Gorman said the tower will be delivered in twenty pieces. Roughly six pieces can be carried in one truckload.
- Is there a schedule for the tensioning process?
 - Gorman said that will be done after the erection is completed. The construction schedule includes 30 days for the civil work, a week to build the tower, and one to three weeks to swap equipment and install new equipment.
- Will there be service downtime during the equipment transfer?
 - Hunter said yes; the amount of downtime will differ amongst the various carriers.
- Some sizeable trees may be sacrificed to reposition the guy wires. How will that be handled?
 - Gorman said he suspects they will be chipped on the site.
- Given the advances in technology since the existing tower was constructed 45 years ago, what studies have been done to determine the height of the new tower?
 - Gorman said he did not know whether any specific studies were done, but there are existing commitments regarding particular equipment mounting heights on the tower. Each user's equipment is mounted at a specific elevation for a specific reason. He said his understanding is that the tower is as tall as it is for public broadcasting purposes. Hunter added that land masses have not changed in 45 years. You can't go through hills with radio frequency. Technology has gone digital, as opposed to analogue. Digital is better, it is crystal clear, but it reduces the coverage area. Public safety equipment has to be mounted higher to get the same coverage that was provided with analogue. A lower tower would affect every single user on the tower.
- Coverage areas were shown in previous application presentations. Will there be any change in coverage?
 - Hunter said yes. Gorman suggested that details of the specific changes could only be answered by the individual carriers.
- Has the ZBA rendered a decision on the Special Exception and Variance applications?
 - Gorman said ZBA deliberations will be held on Monday.

Waivers Requested: **Submission** (1) The 100-year flood elevation, floodway and floodplain limit shall be included where applicable; (2) Trail easements of abutting properties within five hundred (500) feet of the site boundary; (3) Proposed streets, driveways, parking spaces, and sidewalks, with indication of direction of travel, the inside radii of all curves, the width

of the traveled way of all streets, driveways and sidewalks, and the total number of parking spaces and handicapped parking spaces; (4) A circulation plan of the interior of the lot showing provisions for both vehicle and pedestrian circulation; (5) All areas designated or intended for loading and unloading passenger or freight deliveries; (6) Fire lanes, fire hydrants, and emergency access; (7) Off-street parking spaces and handicap/accessible spaces; (8) Plans for snow removal and storage; (9) All surface and subsurface storm drainage facilities, including town storm drainage facilities located immediately adjacent to the site; (10) A copy of the approval(s) for any required special exception or variance for the proposed project; (11) Design review comments and responses. **Procedural** (12) Design review. ESMAY noted that the October 8th submission materials offer explanation for each waiver request.

- [Re: condition #2] Part of the trail network includes the Appalachian Trail (“AT”). Some attention needs to be paid to make sure that disturbance to the AT is minimized.
 - Gorman said the AT is not on the property. Construction will not impact the AT other than visually, where the tower can be seen from the AT, which will only be a fraction of a degree different than existing conditions.
- [Re: condition #5] Propane deliveries were questioned.
 - Gorman said propane deliveries will not change from what currently exists.

It was moved by MAYOR, seconded by SIM, to accept the application as complete with the waivers requested. THE BOARD VOTED UNANIMOUSLY IN FAVOR OF THE MOTION. EDWARDS participated as voting Alternate.

Public Comments/Questions: None

Possible Conditions of Approval: (1) In exchange for preparation of the road by the Town for construction of the tower and for routine maintenance of the road as required, NHPB will provide an agreement which allows the Town of Hanover to place emergency communications equipment on the tower without assessment of lease charges. (2) That after each day’s work the gate at the Moose Mt. Lodge Road corner be locked. (3) A road restoration bond (\$25/LF of the Class V road length), satisfactory to the Director of the Department of Public Works be submitted by the contractor prior to the start of construction. (4) If site development begins prior to June 1, 2015, contractors daily shall seek approval from the Department of Public Works for permission to use the Town roads. (5) The applicant will be required to restore the road(s) to original condition as determined by the Director of the Public Works Department, if, in his estimation, any damage occurs. (6) Prior to the start of construction all necessary zoning permits will have been granted.

There was some discussion whether condition #1 had been formally agreed upon by NHPB. Smith said the Town Manager drafted the conditions and reviewed them with the Public Works Director prior to submitting them to the Board. Hunter said NHPB is in agreement with the proposed conditions. They will draft an MOU.

It was moved by CONNOLLY, seconded by MAYOR, to approve P14-42 for a 395’ broadcast tower and related anchors; install equipment on new tower; and remove existing tower at 55 Moose Mountain Road, Tax Map 10, Lot 30, “F” zoning district with the six conditions noted.

Public Comments/Questions: None

THE BOARD VOTED UNANIMOUSLY IN FAVOR OF THE MOTION. EDWARDS participated as voting Alternate.

5. OTHER BUSINESS

Next meeting: 11/18/2014 (review of zoning amendments)

SIM and MAYOR reported about a recent meeting hosted by Kendal regarding their expansion plans. Neighborhood residents in attendance spoke about public access to the river through Kendal. Kendal administration responded with concerns about liability issues associated with allowing a large number of people to access the waterfront.

MAYOR invited the Board members to attend a photographic display of images from Africa that will be held at Kendal on Monday.

6. ADJOURN: The meeting adjourned at 9:25 PM.

Respectfully submitted,

Beth Rivard