

**Official
As of 11/24/08**

**HOOKSETT PLANNING BOARD MEETING
MINUTES
HOOKSETT MUNICIPAL BUILDING
Monday, November 17, 2008**

CALLED TO ORDER

Chair J. Gryval called the meeting to order at 7:02pm

ATTENDANCE

Chairman J. Gryval, Vice-Chair J. McHugh, Town Administrator D. Jodoin, D. Marshall, R. Guay, M. Sorel, R. Duhaime, D. Hemeon, D. Dreffs, B. Ehlers, and Town Council Rep. P. Rueppel.

Absent: Y. Nahikian.

D. Tatem, Stantec Engineer, and Town Planner, Jo Ann Duffy representing the Town of Hooksett

APPROVAL OF MINUTES OF 11/03/08

D. Hemeon motioned to approve the minutes of 11/03/08. Seconded by R. Duhaime. Vote unanimously in favor.

WAIVER

- 1. MANCHESTER SAND, GRAVEL & CEMENT CO. (#07-05 & 07-42) HEAD'S POND**, Map 3, Lots 1 through 11, 17, 19 through 24, 26 **AND** Map 14, Lots 2 through 5
Waiver on the need to provide cross sections at all catch basins or culverts as stipulated in Hooksett Development Regulations, Part II – Subdivision Regulations, Article 3 – Subdivision General Requirements and Design Standards, Paragraph 3.03 – Cross Sections

Bill Rossignol, Holden Engineering: Presented overview of waiver request. This waiver has been discussed with Stantec in detail.

D. Hemeon: I have no problem with this waiver.

D. Tatem: I have no problem with this waiver.

Open Public Hearing

No comments.

Close Public Hearing

*J. McHugh motioned to grant waiver for cross sections at all catch basins or culverts. Seconded by R. Guay.
Vote unanimously in favor.*

COMPLETENESS

2. **HARMONY PLACE (#08-31)**
1621 Hooksett Road, Map 14, Lot 27
Residential site plan to create a 63-unit older person development

D. Tatem: The plan is complete.

J. Duffy: The public hearing for this application is scheduled for December 15, 2008.

*J. McHugh motioned to find the plan complete. Seconded by R. Guay.
Vote unanimously in favor.*

J. Duffy: There is a special meeting date of November 24, 2008 at the Hooksett Library for the Brookview Sr. Housing application.

CONTINUED PUBLIC HEARING

3. **CONGREGATIONAL CHURCH OF HOOKSETT (#08-26)**
5 Veterans Drive, Map 9, Lot 35
Non-residential site plan for a parking lot

Continued to December 1, 2008.

PUBLIC HEARING

4. **PSNH - Public Service Company of NH (#08-39)**
1250 Hooksett Road, Map 31, Lot 96
Non-residential site plan for construction of a 2-story warehouse (lower level 9,220 sq ft, upper level 11,445 sq ft, and mezzanine 2,775 sq ft) for relocation of existing company assets on-site.

Nick Golon, TF Moran: Presented an overview of the plan for a proposed 2-story warehouse building on the Western side of the property. The impact is under 2 acres (approximately 1 ½ acres). Outside of the warehouse, there is leased parking. To comply with the Town Ordinance for dust control, we propose paving. We are requesting a waiver for the isle widths and landscaping. This area can't be seen from the surrounding areas. As part of this project, we propose to swap the right-of-ways from the West side of Hooksett Road for the expanded area on Martin's Ferry Road. We will be back before this Board for a lot line adjustment. Drainage for the site has been reviewed by the Town engineer. It is important

we manage storm water as much as possible. Another waiver request is for the 49 % TSS Town Requirement. We have been in contact with Janet Levy for the water design.

D. Dreffs: Lot line adjustment?

N. Golon: The NHDOT has taken 18 ft from the roadway area in their master plan. Taking the section of the main entrance eliminates parking and the entrance. We need to relocate the doorway entrance to the North or West side of the property. We will add a note on the plan that PSNH will be willing to make an agreement with NHDOT and that the language will be submitted to Jo Ann for review.

D. Dreffs: Is the 18 ft bump-out Town property?

N. Golon: Yes.

J. McHugh: If they grant this to the State, and go onto Martin's Ferry Road, how much of an ability as a Town can we control the traffic on this road? What happens to the road?

D. Hemeon: It doesn't affect the Town. We are not losing anything and the State can still build their intersection.

N. Golon: Referred to the NHDOT roadway improvement plan on bulletin board in Chambers.

J. Duffy: I sent Nick's proposal to NHDOT and they stated they were satisfied with PSNH's plan.

D. Marshall: When we approved CVS, they had land to shift Whitehall to the North.

J. Duffy: Whether the Town owns the Martin's Ferry easement in fee or just as an easement?

D. Hemeon: State claims a certain amount of right-a-way.

J. McHugh: What are the impact fees?

J. Duffy: Impact Fees: Warehouse use – Roadway Impact Fee: office – 1,772 sf x \$1.54 = \$2,728; warehouse - 21,668 sf x .66 = \$14,300. Public Safety Impact Fee: office – 1,772 sf x .90 = \$1,594; warehouse – 21,668 sf x .49 = \$10,617. GRAND TOTAL: \$29,239.

J. McHugh: No sidewalks in this area?

J. Duffy: NHDOT talked about eliminating sidewalks.

R. Duhaime: Parking spaces in front of the building?

N. Golan: 13 spaces are for visitors. When we come back to the Board, we will have to relook at parking.

R. Duhaime: We are trying to tree-line DW Highway within the Performance Zone. In the future, I would hope PSNH would want to add landscaping.

N. Golan: Yes, this is an opportunity for very attractive landscaping.

Open Public Hearing

John Piazni, abutter to Western portion: How much will this plan add to the water impact?

N. Golan: We looked at storm water runoff. Calculations show a reduction in the peak runoff and volume. Porous asphalt recharges into the groundwater keeping it on the site.

J. Gryval: Dan, any issues with the water runoff?

D Tatem: I agree with Nick.

R. Duhaime: I encourage you to add hedge on the other part facing DW Highway.

N. Golan: We will take your comment into consideration.

Close Public Hearing.

J. Duffy: 65% impervious surface requirement in the Performance Zone. They are proposing 71.3%. They can voluntarily agree to give the right-a-way for Rte 3 to the NHDOT.

Waiver #1 – Section 15.01.23 for parking aisles widths. J. Gryval: Received and read the waiver into the record.

***J. McHugh motioned to grant waiver #1. Seconded by R. Guay.
Vote unanimously in favor.***

Waiver #2 – Section 3.03 for landscaping design criteria. J. Gryval: Received and read the waiver into the record.

***R. Duhaime motioned to grant waiver #2. Seconded by J. McHugh.
Vote unanimously in favor.***

Waiver #3 – Section 11.13.2.9 to provide 49% TSS removal where 80% TSS removal is required. J. Gryval: Received and read the waiver into the record.

***R. Duhaime motioned to grant waiver #3. Seconded by J. McHugh.
Vote unanimously in favor.***

Waiver # 4 – Allowable impervious.

J. McHugh motioned to grant waiver #4 conditional that PSNH convey the right-of-way to NHDOT. Seconded by R. Guay.

Vote unanimously in favor.

D. Tatem: Central Water Precinct, Sewer Commission, and Fire Dept. need to review the technical plans. The building to have sprinklers, fire alarms, and the fire hydrant with 75' of connector to the sprinkler.

Dave Udelsman: The water main ties into the pump house for the sprinkler hook-up. We spoke to the Fire Dept. on this.

N. Golon: Our intent now is to add a note on the plan stating PSNH will provide an easement for the conveyance of the right-of-way to NHDOT. Later, we will follow-up with the easement language.

J. Duffy: You can tie easement and conveyance language to CO vs. holding up construction.

M. Sorel motioned to approve plan conditional:

- All review fees are paid-in-full
- \$25.00 LCHIP check payable to Merrimack County Registry of Deeds is submitted to the Planning Dept.
- 2 mylars, 11 paper copies (22x34), 1 paper copy (11x17), and 1 digital
- All outstanding comments from Stantec are addressed to Stantec's satisfaction
- PSNH easement and conveyance language to NHDOT is submitted for Town Attorney review and approval prior to issuance of Certificate of Occupancy (this statement must also be noted on the plan)
- All outstanding Federal, State, and local permits are obtained and submitted to the Town and Stantec
- Letter from Hooksett Central Water Precinct stating they have capacity and approve this project
- Letter from Hooksett Sewer Commission stating they have capacity and approve this project
- Letter from Hooksett Fire Department stating they approve this plan
- Applicant agrees to attend a required pre-construction meeting after (a) all bonds are submitted and approved, (b) site plan compliance monitoring escrow is in place and the Inspection Funding Agreement is signed and submitted and (3) the plans are signed and recorded
- Applicant agrees to site plan compliance monitoring
- Applicant agrees to remit *\$29,239 in impact fees 10 days prior to the issuance of the Certificate of Occupancy subject to NHRSA 674:39
(Impact Fees: Warehouse use – Roadway Impact Fee: office – 1,772 sf x \$1.54 = \$2,728; warehouse - 21,668 sf x .66 = \$14,300. Public Safety Impact Fee: office – 1,772 sf x .90 = \$1,594; warehouse – 21,668 sf x .49 = \$10,617. GRAND – TOTAL: \$29,239.)
- All waivers noted on plan
- Note on plan “Approval of this plan shall expire three (3) years from the date of the Planning Board approval, as recorded in the Planning Board Minutes, unless the right to develop has vested.”

Seconded by P. Rueppel.

Vote unanimously in favor.

COMPLETENESS AND PUBLIC HEARINGS

5. GRANITE STATE SHUTTLE SERVICE (#08-38)

1158 Hooksett Road – Unit 2, Map 39, Lot 39

Proposed project for the conversion of the existing building shown as unit 2 and the surrounding convertible land into a shuttle delivery business.

J. Gryval: Has this plan been stamped?

J. Duffy: Yes.

J. Gryval: Is it complete?

D. Tatem: Yes.

***J. McHugh motioned to find the plan complete. Seconded by M. Sorel.
Vote unanimously in favor.***

Joe Wichert, Joseph M. Wichert, LLS, Inc.: Representing applicant. Last year this site became condos: Unit 1 - Log House Antiques, and Unit 2 - outback. Unit 2 is the plan presented tonight. This has been used for a variety of uses. Granite State Shuttle currently has 3 locations; Dover, Manchester, and Laconia. He wants to relocate from Manchester to Hooksett. Phase I - retrofit the existing building and parking as is. Depending on the economy, we may come back in front of the Board for an expansion. Provided overview of intent for the waivers.

J. Gryval: Reconfigured?

J. Wichert: This plan has been updated per the TRC comments. Same # of parking, however it is reconfigured not to look like Boston parking. South side has loose asphalt; it is not rolled and not compacted. If it is an issue, we are willing to remove the loose material. Granite State shuttle business operates as follows: employee goes to a vehicle and drives a route (employee car parked on site and shuttle vehicle taken out for the day). Employees have different routes throughout the day. No traffic build-up on Zachary or Rte 3. The reason we are not providing a landscaping plan is this part of the property is not visible from Rte 3. There are some hardwoods and a couple of soft woods on site. Lighting, there are a couple on the building and for security; also one non-functioning. We are looking for input on lighting. At the TRC, Dan requested a 24 ft travel way; we have done that. We have located offsite utilities. Plans have been stamped by the wetland scientist. I went by the site this evening, I only saw one puddle. Again, we hope to come back before the Board for an expansion. Bollard detail will be provided. Jo Ann sent us a comment sheet and I believe we have met all except for the signage. We would be happy to provide a sign detail, if needed.

J. McHugh: For the shuttle business, do the employees shuttle individuals?

Mark Johnstone: We transport packages.

J. McHugh: Size of parking spaces?

D. Tatem: We do not have a problem with their parking. It is storage of cars, not for parking. They should contact the Fire Dept. to determine if there are any safety issues.

M. Johnstone: Hours of operation, are 5:00am to 10:00pm.

J. Wichert: Dispatch will have typical business hours of 7:30am to 5:00pm.

J. McHugh: Business later at night, will the abutters have noise level concerns?

J. Wichert: Employees will either be driving their own vehicle or the shuttle vehicle.

M. Johnstone: No trucks.

J. Wichert: Our customers are banks, legal offices, etc.

J. Gryval: If not open to public, why such a large sign?

J. Wichert: 4x8 is what is proposed. If the Board would like it smaller, I will just need to pass this by Mr. Johnstone.

R. Duhaime: This site has been before the Board before (i.e. auto dealer). Here is another development to this site, and they are asking for a landscape waiver. No landscape and traffic at night? If you waive landscape this time . . . some landscaping is necessary.

M. Sorel: Define some landscaping.

R. Duhaime: Previous site use was 10 spaces to have cars with one space taken to buffer with a berm or trees to separate from the log house.

M. Sorel: If waiver not granted, does he get together with the Aesthetic Committee?

J. Gryval: Yes.

J. Duffy: This site is a condominium and this applicant is the back unit 2.

D. Hemeon: Landscaping off of Zachary? How can we make them do this, it is a private road.

D. Tatem: Regulations do not reference private roads, it references zones.

D. Marshall: The concrete slab in front will eventually be developed. Then landscaping would be required.

D. Hemeon: Rte 3 view to unit 2 site?

J. Wichert: None, only Zachary road condos and the daycare will see the unit 2 site.

R. Bruce Letendre, unit 2 owner: I have been maintaining this property for 25 years and it is well maintained. My Dad and I planted trees and we have a well maintained lawn. We are downsizing to something much smaller than what we have been previously approved for.

Waiver #1 – Section 3.03(4) proposed landscaping and screening. J. Gryval: Received and read the waiver into the record.

***R. Duhaime motioned to grant waiver #1. Seconded by M. Sorel.
Vote 4 in favor, 5 opposed – not granted; applicant to provide landscape plan and meet with the Aesthetic Committee.***

Waiver #2 – Section 16.04(2) proposed exterior lighting plan. J. Gryval: Received and read the waiver into the record.

D. Tatem: This is a gated site. I do not recommend waiving lighting.

***P. Rueppel motioned to grant waiver #2. Seconded by D. Hemeon.
Vote unanimously opposed; applicant to provide lighting plan.***

Waiver #3 – Section 11.13(2) drainage design. J. Gryval: Received and read the waiver into the record.

D. Tatem: I have no problem with the drainage waiver.

***D. Dreffs motioned to grant waiver #3. Seconded by M. Sorel.
Vote unanimously in favor.***

Waiver #4 – checklist for site plan review. J. Gryval: Received and read the waiver into the record.

D. Tatem: I have no problem with the checklist waiver.

***D. Dreffs motioned to grant waiver #4. Seconded by M. Sorel.
Vote unanimously in favor.***

D. Tatem: The front puddle should be shimmed.

J. McHugh: Jo Ann's comment states the pavement is in poor condition and should be repaired. Dan, you state only a section should be repaired, and that all the parking lot doesn't need to be paved?

D. Tatem: The pavement is cracked. They need to come back with a landscape and lighting plan.

B. Letendre: I have been paving. We are in process of cleaning up Stewart paving materials on the site.

J. Gryval: #8, #9, and #11 comments need to be taken care of before we vote on the plan.

J. Wichert: We will come back with a sign design.

D. Marshall: Waiver of checklist for site plan review?

D. Tatem: The waivers that were voted on makes the plan complete.

J. Gryval: He will complete the bollards.

D. Tatem: You need approval from the Fire Dept.

J. McHugh motioned to continue to December 15, 2008. Seconded by P. Rueppel. Vote unanimously in favor.

Continued to December 15, 2008.

- 6. WAL-MART WASTEWATER TREATMENT FACILITY (#08-37)**
3 Commerce Drive (corner of Bemis Road & Rte 3A), Map 37, Lot 43
Amended site plan as of 9/29/08 for the proposed addition of a wastewater treatment plant, decrease in the number of parking spaces, relocation of the outdoor sales area, and changes to the building signage on the store.

D. Tatem: We recommend waiving completeness.

R. Duhaime motioned to waive completeness. Seconded by D. Dreffs. Vote unanimously in favor.

Amy Manzelli, Attorney @ Sulloway and Hollis: We request that you approve the site plan for the wastewater treatment plant. We are removing the "supercenter" from the signage and changing to plain "Wal-Mart" sign (will still include grocery sales). The sign will have white lettering and the size of the spark symbol will increase. We submitted a written application and this should be part of our presentation tonight. Our first stop began in October with the Conservation Commission where we received unanimous support. Next we went to the TRC and received recommendations from M. Hoisington that the Fire Lane Ordinance requires a sprinkler system for this building. The sprinkler design has been submitted to the Deputy Fire

Chief over the weekend and we are waiting for his comments/approval. At the TRC, the issue came up about the life safety repeaters (equipment to communicate for safety personnel). We will contribute to this purchase. Also at the TRC, there was a request for material data safety sheets for chemical storage and use on the site. We have submitted these sheets to the Fire Dept. and Dan. At the ZBA meeting, we requested a special exception, then came to the Planning Board for their comments, then back to the ZBA where we were granted the special exception. Now, we are here tonight for the wastewater treatment plant.

Steve DeCoursey, Bohler Engineering: Presented overview of plan. Compared large store building to approved smaller store building. We are submitting an amended site plan for the wastewater treatment plant to be located in the top right corner of site. Our parking went from 814 space to 777 spaces; 4.78 ratio for parking per 1,000 customers. We are relocating the outdoor sales area to be closer to the garden center. The septic system was originally approved with leach fields; flow directly out of the building into septic. Our proposal is for the wastewater treatment facility. We are in the process of a permit from the State (Bill Evans @ DES). There is no negative impact aesthetically. It will have Evergreen Trees. In the many meetings, there were comments about noise level and odor. We went to a site in Westford Mass to view a similar system. There was no noticeable odor outdoors and just a hum. Indoors has a musty smell and was louder. Going forward, our system will be 7 years newer than the one we saw. Ours looks more like a washing machine. Noise will not be a factor here; you have Rte 3A and 293 traffic noise. We did receive a letter from Stantec; Jeff Barnard and I have reviewed it.

J. Barnard: We have designed the wastewater treatment facility. Mr. Chairman, Ms. Vice-Chair, Jo Ann and Dan all went to the site at Westford Mass. The tank at Westford has old technology and I would not recommend this specific design. Wal-Mart tanks are in a separate room and have a separate ventilation system from the electronics and other facilities. Westford has a different pre-treatment system. Our wastewater system has a fine screen to the tank. The screen takes out particles ¼ inch in size and oil and grease are removed here. The plant wants a steady flow. The pretreatment room is separate from the other areas and you would not hear noise from the blowers. It will be emptied weekly. To counteract the bugs, more air will be piped in.

J. Gryval: I was very impressed with the Westford site. I wish we had a picture to show how close the residents were. There were no odor or noise issues.

J. Duffy: Why would an association spend all this money to install a treatment facility?

J. Barnard: Required in State of Mass.

J. McHugh: On this site, it is too bad that both Lowes and Wal-Mart did not agree to this treatment facility.

R. Duhaime: I noticed no off pavement snow storage. Will the back of the building be used? Does this facility impact the snow storage and will the access to the snow storage be blocked out?

S. DeCoursey: No block out.

J. McHugh: Lowes to Wal-Mart site, your site seems so much lower (topography). Are the white fences part of the permanent landscaping?

R. Duhaime: The retention ponds must be fenced per code.

J. McHugh: Ok, so the white vinyl fence will remain.

Open Public Hearing

No comments.

Close Public Hearing

P. Rueppel motioned to approved plan conditional:

- All review fees are paid-in-full
- \$25.00 LCHIP check payable to Merrimack County Registry of Deeds is submitted to the Planning Dept.
- 2 mylars, 11 paper copies (22x34), 1 paper copy (11x17), and 1 digital
- All outstanding comments from Stantec are addressed to Stantec's satisfaction (see letter dated November 14, 2008 from Stantec)
- All outstanding Federal, State, and local permits are obtained and submitted to the Town and Stantec
- Treatment facility to be sprinklered to comply with Town's Fire Lane Ordinance
- Applicant agrees to attend a required pre-construction meeting after (a) all bonds are submitted and approved, (b) site plan compliance monitoring escrow is in place and the Inspection Funding Agreement is signed and submitted and (3) the plans are signed and recorded
- Applicant agrees to site plan compliance monitoring
- All waivers noted on plan
- Note on plan "Approval of this plan shall expire three (3) years from the date of the Planning Board approval, as recorded in the Planning Board Minutes, unless the right to develop has vested."

Seconded by R. Duhaime.

Vote unanimously in favor.

D. Hemeon: When do you anticipate opening?

S. DeCoursey: Summer 2009.

Emi Gwen, Architect: We have a reduction in the sign square footage.

A. Manzelli: Wal-Mart's sign – we received a notice today from Wal-Mart that they may change the spark and reduce the overall signage again. We are waiting for corporate to respond. When we know, this will be a minor revision. We request just to request a permit on an administrator level with the CEO vs. coming back before the Board.

*J. McHugh motioned to approve signage changes for the store, including returning to the preference of white lettering, and increasing the size of the spark symbol next to the word "Walmart". Also should the signage change again for the spark and to reduce the overall signage, a permit on an administrator level can be requested with the CEO vs. coming back before the Board. Seconded by M. Sorel.
Vote unanimously in favor.*

OTHER BUSINESS

Town Planner Comments

P. Rueppel: Town Planner comments used to have your comments by Jo Ann. This was very helpful.

J. McHugh: I would like to see Jo Ann's comments/recommendations.

P. Rueppel: I would like to see Dan's comments as well as the Town Planner Comments.

November 24th Planning Board Meeting:

D. Marshall: If there is a need for a water study, how is this going to be paid for?

J. Duffy: We don't have anything in place to pay for the study. We can't use impact fees. Dale, Dan and I recently walked this site.

D. Hemeon: The Gagnon site is due to 3A Development not the Brookview Sr. Housing development.

J. Duffy: Other areas such as Granite Hill may have contributed to Morgan.

D. Tatem: The Harmony Place development might impact Morgan.

J. Duffy: The rising of groundwater or problems from Morgan or the Gagnon's house, I don't think this is the issue of Brookview Sr. Housing.

D. Tatem: 90% of water issues is coming from Granite Hills. On Monday, Nov 24th, our Hydrologist is coming to the Planning Board Meeting for the Brookview Sr. Housing site only. Brookview Sr. Housing developer is paying for their site only. We think you have a townwide issue with Granite Hill, 3A Development, and Harmony Place. The townwide issue should not be on the Brookview Sr. Housing developer costs. Granite Heights did not have construction monitoring. Maybe their detention ponds were not built correctly. Site compliance monitoring was not a requirement back then.

J. McHugh: Did you have a conversation with Bart about a study that needs to be done outside of the Brookview Sr. Housing development and where to get the money?

J. Duffy: It could be a Warrant Article for next year's Town meeting.

J. McHugh: If regulations were not in existence, what recourse do we have now to go on site to these other developers to make sure they are in compliance and the site was built accordingly.

J. Duffy: Except that we have no money to pay for it.

J. Gryval: Shouldn't Brookview Sr. Housing complete the study up hill?

D. Tatem: Up hill is not on their property. They should not be responsible for it.

J. Duffy: Granite Heights was approved back in the 1980's.

D. Marshall: Is it a civil suit between residents and Granite Hills?

J. Duffy: They would have to prove where the water is coming from.

D. Tatem: The main pond at Granite Hill needs to be restructured.

D. Hemeon: Short Ave. has some pipes coming from drainage, and other parts have no pipes.

M. Sorel: I walked where these other developments are located. I was surprised how much water was up there.

P. Rueppel: I understand you walked these areas, could some of these drains be blocked?

D. Hemeon: The Harmony Place will cause Beauchesne to have more problems.

D. Tatem: Nov 24th meeting is about Brookview Sr. Housing, but I think this is a townwide issue.

D. Hemeon: Do we have plans on Granite Heights, any retention ponds?

D. Tatem: Yes, but no decrease in volume, it wasn't a requirement. Myself, or someone from my office, should walk all these developments.

ZBA Meetings

J. Gryval: A representative from the Planning Board should go to the ZBA Meetings. The ZBA approved the excavation variance. Something needs to be done. Maybe the ZBA needs to be more informed.

J. Duffy: I talked to Paul Loiselle and the Council may be appealing the excavation decision.

B. Ehlers: I was at the ZBA meeting.

D. Tatem: We submitted a letter to the ZBA and reviewed this letter that day with the CEO. Bob, did Peter say anything? We also had a discussion with Chris Tymula, MHF Designs. I assumed Peter talked about it at the ZBA meeting.

J. Duffy: Council can ask for a rehearing. ZBA then gets to decide if they will complete the rehearing. If they don't, Council can appeal with Superior Court.

Watershed

R. Duhaime: Granite Heights and a watershed study, do we want Jo Ann to look into this?

D. Marshall: I think State Law will limit the use of impact fees. We need to check with Bart.

Developer Letter in response to 6/23/08 Developer Meeting

M. Sorel: Has this draft been reviewed and sent out?

J. McHugh: No, it will be reviewed at our workshop on December 8, 2008.

CIP Committee

J. Gryval: Update on the CIP Committee?

J. Duffy: We have 4 members. Meetings are at 6:00pm on Nov 24th, Dec 1st with deliberations on Dec 8th.

ZBA Meetings – Planning Board Representative

J. Gryval: If the ZBA votes with information, maybe things would change.

D. Tatem: We would be glad to update the Planning Board person on what we know.

J. McHugh: I thought we would send someone from this Board like we do for the Conservation Commission.

J. Duffy: Would you like another joint meeting with the ZBA after the Holidays?

D. Marshall: The difference between the Planning Board and ZBA is that the ZBA only has to be concerned with abutters and we have to listen and be concerned with everyone.

J. McHugh: The ZBA is supposed to make a decision based on the 5 part criteria. ZBA used to adhere to the 5 part criteria.

D. Marshall: They used to, but not now.

D. Jodoin: Severino purchased the subdivision and can get driveway and cutting permits, etc.

J. Duffy: The appeal must be made within 30 days.

P. Rueppel: And the Building Inspector did not make comments to the ZBA?

J. Duffy: I think the Council is making their decision this Wednesday. After New Year's, we could have a joint meeting with the ZBA. The Council can request a rehearing stating the ZBA did not meet all 5 criteria. The ZBA does not have to grant a rehearing.

M. Sorel: I thought they need an excavation permit.

B. Ehlers: They got a waiver on the water.

J. Duffy: Originally, they went to the ZBA for an excavation permit. Then they went to TRC. They needed a variance, because it was in the groundwater protection.

M. Sorel: In Other Ordinances, there is a regulation for bonding and excavation.

J. Duffy: Pine Street is not the only road affected for Bonding.

D. Jodoin: Who is going to the ZBA from this Board?

M. Sorel: It is a 5 page ordinance.

P. Rueppel: I will send out an e-mail to coordinate a member of this Board to attend the ZBA meetings.

J. Duffy: With David leaving, we will be down one member on this Board.

Accessory Apartment Impact Fees

J. Duffy: Accessory Apartments are not listed in our impact fees. I talked to Bart and he suggested to charge the same as a 2-family and amend our schedule.

Taxes

J. Duffy: IRS looks at appointed and elected officials as employees, which means you have to pay taxes. I can't issue you checks, until you get the forms into Liz Dionne.

R. Guay: Employees are appointed to sit on this Board.

D. Marshall: IRS says if you are appointed you become an employee.

M. Sorel: Do we get funds?

J. Duffy: \$200 for a full member, and \$100 for an alternate.

NHDOT – Berry Hill

J. Duffy: Thibeault is arguing with the State.

Search for a new Administrator

P. Rueppel: Council has hired MRI to bring in a temporary Administrator, Carol Granfield and to hire them for the search.

*D. Dreffs motioned to adjourn at 9:35pm. Seconded by R. Duhaime.
Vote unanimously in favor.*

ADJOURNMENT

Chair J. Gryval declared the meeting adjourned at 9:35 PM. The next meeting is scheduled for Monday, November 24, 2008 at the Hooksett Public Library, 1701B Hooksett Rd (Hebert Media Center – lower level), Hooksett, NH.

Respectfully submitted,

Donna J. Fitzpatrick
Planning Coordinator