

**Official
As of 12/15/08**

**HOOKSETT PLANNING BOARD MEETING
MINUTES
HOOKSETT MUNICIPAL BUILDING
Monday, December 1, 2008**

CALLED TO ORDER

Chair J. Gryval called the meeting to order at 7:12pm

ATTENDANCE

Chairman J. Gryval, Vice-Chair J. McHugh, D. Marshall, M. Sorel, R. Duhaime, D. Dreffs, B. Ehlers, Town Council Rep. P. Rueppel, Y. Nahikian (arrived @ 7:20pm), and R. Guay (arrived @ 7:40pm)

Excused: Town Administrator, and D. Hemeon.

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

APPROVAL OF MINUTES OF 11/24/08

P. Rueppel motioned to approve the minutes of 11/24/08 with edits by D. Marshall on pg 6. Seconded by J. McHugh.

Vote unanimously in favor.

DISCUSSION

**1. WILLIAM NORTHRUP, JR.
Don Duval, Duval Survey, Inc.**

Subdivide 20-acre lot out of 105 total acres for estate planning

Don Duval, Duval Survey, Inc.: I am representing Mr. Northrup. He is trying to set-up his estate planning. Briefly, 7 yrs ago something he did something similar when his mother, Anna Northrup, died. We came before the Planning Board and got it approved. There was discussion as to legal frontage. With the Town Attorney's advice, the Board signed it. Mr. Northrup has 2 daughters. He has one 20-acre lot to leave to one daughter. He wants to create another 20-acre lot to go to the second daughter. This leaves about 83 acres. I am asking the Board for your opinion on waivers to the regulations to include but not limited to soils, wetlands, topos, and existing conditions. This lot will not be built on until such time Mr. Northrup is deceased and the land is passed on to his daughters. Sometime in the future, we can discuss a conservation easement. The intent of the 80 acres is that it will never be developed. Basically, I will produce a plan similar to what was done in 2000.

J. Gryval: You are very vague on the waivers.

D. Duval: Waivers on everything other than the boundary. Regulations have existing conditions plan for all houses and septic within 200'. I don't see a need for these items. This is just for estate planning.

J. Gryval: What is lot 26-1?

D. Duval: This is where Mr. Northrup lives. There are 105 acres behind him.

R. Duhaime: There is more than enough frontage to subdivide 20-acre lots later. You are saying not to subdivide now? You would put a note on the subdivision plan?

D. Duval: Some future date, he will make conservation land. Don't know the specifics on that at this time. I just want to leave frontage here, so they can leave the access for the conservation land.

R. Duhaime: Is there a public service right-of-way?

D. Duval: Yes. This is only a sketch plan of what we are proposing. I didn't want to create a plan to get turned down.

J. Duffy: Mr. Northrup is asking for a waiver of site plan review from Stantec. The parcel the house is on now, is there a reason you did not extend it?

D. Tatem: How wide is narrowest point?

D. Duval: 50 ft.

D. Tatem: Make lot 26 a little bigger.

D. Duval: There is a gas line easement. It can't be used for anything.

J. Gryval: If we waiver the topos, we need to make sure it is a buildable lot with no water issues.

D. Duval: Someday, if someone wanted to do something to the 20 acres, they would have to apply to the Board for it.

R. Duhaime: Are there wetlands in there?

D. Duval: There is a small brook on the other parcel.

R. Duhaime: Uplands vs. wetlands.

Y. Nahikian: Did you mention conservation land?

D. Duval: Sometime in the future there may be conservation land. The form is unknown. There are State agencies that will purchase for a nominal fee.

J. McHugh: What type of land and its condition is there for conservation?

D. Duval: I have not been on the back parcel.

D. Dreffs: I used to walk my dogs in that area. There is a lot of wetland and a lot of upland.

D. Tatem: Waivers on a 20-acre lot, the State says after 5 acres test pits are not required. Seems like a reasonable request to us.

J. Gryval: Comments from the Board?

M. Sorel: I do not have a problem with the waivers, as long as they are specific to what has been presented this evening.

D. Duval: I will include language on the 20-acre parcel that it is not to be built upon until they appear before the Board.

M. Sorel: Note on plan or covenant in deed?

D. Duval: No deed passed until Mr. Northrup has deceased.

J. McHugh: You are willing to put notes on the plan for what your intentions are. You can't go with a deed, but Mike's comment certainly can have a note on the plan.

J. Gryval: Does anyone have problems with the waivers?

J. Duffy: You can do it as blanket waivers.

J. McHugh: Work with Jo Ann for specific waivers.

D. Marshall: There may be 50 waiver items requested.

J. McHugh: As long as you come back in with the details of the waivers so we know what they are.

M. Sorel: This awkward lot in the corner, are we comfortable with that? Two lines you can extend so you do not have an awkward lot.

D. Duval: I will extend the back line.

COMPLETENESS & PUBLIC HEARING

2. **Application continued to December 15, 2008**
SNHU – Southern NH University (#08-42)
2501 North River Road, Map 38, Lot 38-1
Non-residential site plan to change use of existing house from residential to office space

CONTINUED PUBLIC HEARINGS

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

D. Marshall & R. Duhaime: We are stepping down from this application.

Peter Holden, Holden Engineering: Where we left off last time, I came and talked about the landscaping along the East side of the property. Referred to plan for trees to be added in. We changed the parking to diagonal parking. We needed to deal with Stantec's comments. We have addressed the engineer review comments.

Waiver #17 Lighting – reconsideration (see original motion Waiver #15 Lighting Plan in 8/18/08 Planning Board Minutes pgs 9 & 10). J. Gryval received and read the waiver into the record.

P. Holden: There may be meetings at night, but no evening events. Everyone parks in the pre-lit area at night. The rest of the parking lot is used during daytime masses. The existing lighting to remain and not add any.

J. Gryval: With the porous finish, it is a better idea to light it up so no one trips. It is possible for a lady to get her high heels stuck in the finish.

P. Holden: No one parks in unlit areas, because there are no events at night.

D. Tatem: From a 100% technical standpoint, we do not favor waiving the lighting. Our last letter, we recommended a note to the plan to restrict the use of the unlit parking area and that this will be "signed".

J. McHugh: I don't know that this limits the liability. Can you add lighting to shine downward away from the abutters? I am concerned with someone possibly getting hurt. Another thing is that type of pavement seems softer.

P. Holden: The unlit parking area is not going to get used. The idea of it running all the time, the Church does not want it. I am sure if they thought they would have evening events, they would want lighting.

J. Gryval: How about if you have additional lighting and have the option to turn them on?

J. McHugh: Is there some type of lighting to add that won't impact the abutters?

P. Holden: You could have a switch and if they are going to have an evening event, they could switch it on.

J. McHugh: 2 different ones?

P. Holden: Just one with a switch and use the existing parking lighting.

J. Gryval: Add note on the plan parking in lit area only.

Y. Nahikian: I think as an engineer, you need to determine lighting needs. I recommend two lights.

R. Duhaime: The State is required to place lights at intersections.

M. Sorel motioned for waiver #17 to add one manually operated light.

M. Sorel withdraws previous motion to waiver #17.

M. Sorel motioned for waiver #17 to add two manually operated lights. Seconded by P. Rueppel.

Vote unanimously in favor.

Waiver #18 – Minimum Pipe Diameter. J. Gryval received and read the waiver into the record.

P. Holden: I am trying to have 100% infiltration into the ground based on a 100 yr storm. We have placed an interconnecting pipe. An 8" pipe leaves the catch basin, therefore we propose an 8" pipe. The minimum Town requirement is a 12" pipe.

Waiver #19 – Minimum Drop from Lowest Invert. J. Gryval received and read the waiver into the record.

J. McHugh motioned to grant waivers #18 & #19. Seconded by M. Sorel.

Vote unanimously in favor.

Waiver #20 – Parking Isle Widths. J. Gryval received and read the waiver into the record.

P. Holden: We are requesting 16 ft. widths. We received a comment letter from Dan. I believe we have met all the technical comments.

J. McHugh motioned to grant waiver #20. Seconded by M. Sorel.

Vote unanimously in favor.

D. Tatem: I have not seen the revised plans yet. They have met all our comments.

J. Duffy: Stantec's letter dated November 26, 2008, note on page 1 needs to be in the record.

P. Holden: The previous waivers were motioned by the Board when Dave Brouillet presented (see motions in August 18, 2008 Planning Board Minutes).

R. Guay motioned to grant waivers per Stantec letter dated November 26, 2008 (waivers 1-1, 1-2, 1-3, 2-1, 2-4, 2-5, 2-6, 2-7, 2-9, 2-10, and 2-16 granted in the August 18, 2008 Planning Board Minutes). Seconded by M. Sorel.

Vote unanimously in favor.

P. Holden: Landscaping, do some portions in a year or two on a project basis.

J. McHugh: Open ended? We need a drop-dead date.

P. Holden: Landscaping completed by December 31, 2012. We would take out 6 trees and fill this in.

Heather Shumway, abutter: Requested an overview of the landscape plan.

J. Duffy: The landscaping bond is for a 2 yr period. We don't want you to come in with separate landscaping bonds.

J. Gryval: Can we have a note on the plan that landscaping will be completed in 2 yrs?

J. McHugh: A December 31, 2010 completion date.

R. Guay: For a stand-alone project, I don't have a problem. However, can we agree on another project that they can complete their landscaping when they can afford it?

P. Holden: The landscaping is dedicated by people. I thought that afforded an opportunity for dedicated landscaping.

R. Guay: I don't have an issue with anything you are saying. I have a concern with Rte 3 saying they can't get it done in 2 yrs.

P. Rueppel: Churches rely on volunteers, commercial is different.

J. Gryval: We have bonding, so we can't lose on this.

J. Duffy: Did you extend the fence per my previous request?

P. Holden: Fence is extended beyond the last parking place and that was done.

J. McHugh: Did you complete a maintenance agreement?

J. Duffy: Stantec required this item. They are in a catch 22 with porous pavement, because of the State. Because they are non-profit, is maintenance going to be a problem? We don't have the staff in Town to assure maintenance is completed.

D. Tatem: A note on the plan protects you. If the note is not on there, we can't enforce it.

J. Duffy: You could request to complete the maintenance within a certain timeframe and send a report to the Building Inspector.

P. Holden: Sweep up and vacuum it. Difference sand can go down into porous pavement. If maintained, it works. For the life of this surface, it is durable.

P. Rueppel: Can the CEO police these things?

J. Duffy: If he submits what he is saying, there is nothing to police. If you make it stricter, then the CEO can go out and check it.

David Richardson, Pastor: Timeframe? We don't know when this is going to begin, so the 2 yrs for landscaping may not work? We need to bring this to the congregation. I would ask for 2 yrs after approval of the construction.

J. Gryval: I don't think we can do it that way. How about 2 yrs from the construction permit?

D. Marshall: They will have to request some type of permit.

J. Duffy: We could get 2 yrs from the pre-con meeting, since there is not a building permit needed.

J. Gryval: We still have 2 yrs for the planting, and that brings us December 31, 2010.

J. Duffy: We collect the bond once plantings are in the ground and hold it for 2 yrs. In this case, if we hold for the first round, you have roughly another 1 ½ yrs to go. Can we take one bond for 2 yrs from the last planting?

R. Guay motioned for landscape installation to be completed by December 31, 2010.

R. Guay withdraws previous motion for landscape installation.

***R. Guay motioned for landscape installation to be completed 2 yrs from the pre-construction meeting. Seconded by M. Sorel.
Vote unanimously in favor.***

***R. Guay motioned for landscape bond to be collected at the last planting and held for 2 yrs.
Seconded by M. Sorel.
Vote unanimously in favor.***

D. Tatem: Last condition, 2 or 3 technical items, see Stantec letter dated November 26, 2008.

J. Duffy: Do you have your shoreline permit?

P. Holden: No, not yet.

D. Dreffs: I think the Sate has 75 days to issue the shoreline permit from the application date.

R. Guay 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 (see letter dated November 26, 2008 from Stantec)
- All outstanding Federal, State, and local permits are obtained and submitted to the Town and Stantec, to include the DES Shoreline Permit
- Note on plan to restrict the use of the unlit parking area and that this will be "signed"
- Add two manually operated lights to the parking lot in the unlit areas
- Note on plan that maintenance of the porous surface will include sweeping and vacuuming within a certain timeframe and a report will be sent to the Building Inspector
- Landscape installation to be completed 2 yrs from the pre-construction meeting.
- Landscape bond to be submitted, collected, and approved at the last planting and held for 2 yrs
- 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 (c) 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 M. Sorel.
Vote unanimously in favor.***

4. BROOKVIEW SR. HOUSING (#07-29)

1631 Hooksett Road, Map 14, Lot 32

Revised residential site plan for a proposed 3-story residential structure, with parking underneath, which will contain 42 2-bedroom units of older person housing.

J. Duffy: Brookview's attorney has asked for an extension of the 65-day clock. Also, he has asked to be continued, we ask for date uncertain and so that abutters to be renotified.

R. Duhaime motioned to extend the 65-day deadline for 60 days from December 1, 2008.

Seconded by P. Rueppel.

Vote unanimously in favor.

J. McHugh motioned to continue application to a date uncertain and the abutters are to be renotified. Seconded by M. Sorel.

Vote unanimously in favor.

OTHER BUSINESS

Beauchesne Drainage Study

J. Duffy: I received an e-mail today from Jenn McCourt, Engineer for Harmony Place. Sonny Sell, owner, is here today, and he has agreed to pay 1/3 of the cost of the Beauchesne Drainage Study. We will have the money from Jenn this week. Planning Board Chair John Gryval, and Vice-Chair Joanne McHugh, and Stantec Sr. Associate, Rene LaBranche will appear before the Council December 3, 2008 for the drainage study request. Dan has Stantec's drainage study proposal.

D. Tatem: We will be digging through Town and Stantec archives for Granite Heights, Harmony Place, Brookview, and University Heights to complete a watershed study. The study will include 2 culverts, area downstream, 6-7 streets within the Beauchesne Development, and underground. We will not be looking at the 40"x40" drainage under the railroad tracks. We will end at Main Street. We will not provide pre and post developments. We will provide what is there now. Under a different contract, item #2 on our proposal, we are preparing a HydroCAD model on the existing drainage. Dale is already collecting data and we are completing the NPT's. We will not address groundwater issues. Will not address any mediation.

J. McHugh: You are not addressing the groundwater, because it is already being taken care of by these plans?

D. Tatem: Surface water is the issue. A lot of people are saying they have water in their basements, however others don't.

J. Duffy: I heard on radio, this is the 4th wettest year in all the years they have been keeping records.

D. Tatem: Storms have changed dramatically. Since 2004, our precipitation has almost doubled. Water is coming from the skies vs. the developments.

J. Gryval: #4 of your proposal states the study is limited to those areas; explain.

D. Tatem: We will complete a study on everything on the mountain, including the Beaulchesne Development. Basically, anything pushing water to the Beaulchesne area.

R. Guay: I don't think a lot of residents will be happy with the scope of work you are outlining. They have had water experiences since 2004-2005. Your work is stating what is coming from where. If the answer to their question is it has been a really wet year, then we need to tell them that. In their minds it is coming from Granite Heights and other developments in the area. Do the study and look at the weather. They already know they are getting water, they want to know why.

D. Tatem: I have had discussion with Sonny Sell for pipes to fix the surface water. For the groundwater, I don't know how to fix this.

D. Dreffs: The perception of the Beaulchesne residents is that the water issues are coming from these developments.

R. Duhaime: #5 in your proposal does not include fieldwork. The fieldwork is between Dale, the archives, and the NPT's contract. You are making the recommendations, but not doing the engineering.

D. Tatem: No recommendations, we will only show what is there now. Example: 200 ft long culvert, no way to tell if culvert is working unless there is a camera check through each pipe.

R. Guay: Are you at least going to say if "X" was updated, this would help?

D. Tatem: Yes.

R. Duhaime: That was the idea having the Hydrologist. Something for the groundwater.

D. Tatem: I don't know if groundwater would cost \$5,000 or \$50,000. I would need to go back to the Hydrologist to determine.

R. Duhaime: Settling over time, silt has caused a higher water table. The Hydrologist can look at soil very easily? You are doing part of the study.

P. Rueppel: The Sewer Dept. has cameras, can we use them?

J. Duffy: Dale said they rent them.

M. Sorel: There are 2 issues; surface water and water tables. This proposal does not address both issues.

J. Gryval: This proposal is for surface water only, because we have two applications we need to decide on.

J. McHugh: We were specific to Mr. Cox what we needed.

J. Gryval: Where would we get the money for a groundwater study? The Granite Hill preserve 7 lot subdivision is going up for auction. Any changes, they would have to come in with the new regulations.

J. Duffy: No, he is taking over an approved subdivision. Oh, if he wanted to make changes, yes he would have to come back to the Board and comply with the new regulations.

R. Guay: Seasonal water over 3-5 yrs has increased. Several years after seasonally high rain, is it usual for the tables to increase?

D. Tatem: I understand what you are saying. We need to determine surface water.

R. Guay: We have to address the groundwater in some way.

P. Rueppel: On the Council, one person nameless, is asking "Why do we have to do this study?". My reply is that we have to do something for the Beauchesne people.

J. Duffy: I have monies I encumbered for engineering from last year's budget. Some of this money has to be used for Development Regulation updates. I can give you a better answer tomorrow.

P. Rueppel: Town Council member, Nancy VanScoy, in the minutes from 11-24-08, asked "What is the expected outcome of the study? And How do we expect it to benefit our community?".

J. Duffy: Last year was the first year I asked for \$5,000 in miscellaneous engineering in the budget. The Town does not put any money towards this. It is currently paid by the developer. The fact the Town does not put money aside for a Town this size is unheard of.

R. Guay: Did Granite Heights pay impact fees?

J. Duffy: Granite Heights is from the 1980s. They did not pay impact fees.

R. Guay: We need to determine Impact Fees and use.

J. Duffy: I talked to Bart, we don't have an impact fee to use for studies.

David Boutin: The Granite Hill Condo Association spent \$60,000 - \$70,000, because the water table had lifted up. The wetness that we had shows it is a matter of nature not the developments. We have had no development around us.

M. Sorel: I don't disagree we have a high water table. It is contributing and it needs to be said and addressed to the Beaubesne Development. I think a 3rd party needs to state this.

J. Gryval: I don't think you are going to get a 3rd party to state anything without a study.

Sonny Sell: Has anyone been down to the Beaubesne Development to see how water is running? I have been down. The catch basins are too high. They need to be cut out and lowered down, or have the roads shaved down. The pipe should be a 48" trunk line.

J. Duffy: I also have been down and the water runs across the road.

Stephen Anfuso, 1630 Hooksett Road: When I moved in 2000 my home was dry as a bone. Now I have a sub pump in my basement and my front lawn is flooded because the water has no where to go. To my right there is a new drainage system, but nothing has been done across the street. It is a really nice catch basin, but a stream is feeding it from the other side. Is this part of the whole study?

J. Duffy: I take it Stantec will modify their contract proposal based on tonight's comments for the Wednesday night Town Council Meeting.

D. Tatem: I will get this information to Jo Ann tomorrow.

D. Dreffs: Do you know if it is even possible to get the groundwater information?

D. Tatem: I do not know.

Town Council Meetings – Rep from Each Board/Commission

J. Duffy: The Council would like to meet with a rep from each Board/Commission. Here is the Council meeting schedule Dec 2008 – June 2009. John needs to pick a date to meet with the Council.

J. Gryval: Jo Ann and I will discuss a date.

December 8, 2008 Workshop Meeting - EDC

J. Duffy: Matt Monahan will present.

ZBA Meetings – Planning Board Rep

P. Rueppel: I am coordinating one Planning Board Rep to attend the ZBA Meetings on a rotation schedule. I need someone for January 2009.

Next ZBA Meeting DECEMBER 2008

J. Duffy: JR Ouellette is requesting a special exception for 55 + housing between 2 residential homes on Nancy Lane.

***J. McHugh motioned to adjourn at 8:40pm. Seconded by B. Ehlers.
Vote unanimously in favor.***

ADJOURNMENT

Chair J. Gryval declared the meeting adjourned at 8:40pm. A Planning Board workshop meeting is scheduled for Monday, December 8, 2008 at 35 Main Street, Hooksett, NH Town Hall Chambers (room 105).

Respectfully submitted,

Donna J. Fitzpatrick
Planning Coordinator