

Official

**HOOKSETT PLANNING BOARD MEETING
HOOKSETT TOWN HALL CHAMBERS (Room 105)
35 Main Street
Monday, June 15, 2015**

MEETING CALLED TO ORDER AT 6:03 P.M.

PLEDGE OF ALLEGIANCE

INTRODUCE MEMBERS OF THE BOARD

PRESENT: D. Marshall (Chairman), P. Scarpetti, and D. Winterton (Town Council Rep.)

ALTERNATES: Michael DiBitetto

EXCUSED: F. Kotowski, Muamer Durakovic, Tom Walsh (Vice-Chairman) and T. Prasol.

STAFF: JoAnn Duffy (Town Planner) and Carolyn Cronin (Assistant Town Planner).

APPROVAL OF MINUTES OF 6/1/15

June 1, 2015 Regular Meeting – D. Winterton motioned to approve the minutes of the June 1, 2015 meeting. Seconded by M. DiBitetto, with amendments. P. Scarpetti abstained due to not being in attendance at the June 1, 2015 meeting. Motion carried unanimously.

COMPLETENESS

1. WESTRIVER REALTY (plan #13-11)

90 West River Rd., Map 29, Lot 72

Site plan for an 8,000 square foot commercial building (6,000 sf retail and 2,000 sf restaurant) with associated parking and septic system.

- **Waiver Request** from Development Regulations (6/4/2012) Part III, Section 3.04, (4)(d)1.a. Landscaped Parking Areas.

D. Marshall: Are there any comments from staff?

J. Duffy: This application is here for completeness only, and they are complete at this time. A public hearing will be scheduled for July 20, 2015.

M. DiBitetto: This is the site adjacent to the Dunkin Donuts?

Chris Rice (TF Moran): Correct. There was one waiver for completeness that I do not believe showed up in Dan's memorandum. One of the completeness items was site specific soils. I talked to Dan about that recently because most of the site is ledge where we are going to be developing. We have done ledge borings.

J. Duffy: We have two waivers, and they would be acted on at the next meeting.

P. Scarpetti motioned to find the site plan for West River Realty (plan #13-11), 90 West River Rd., Map 29, Lot 72, complete. Seconded by D. Winterton. Motion carried unanimously.

D. Marshall: When is the meeting scheduled for?

J. Duffy: July 20. There is only one meeting in July due to the holiday.

COMPLETENESS & PUBLIC HEARING

2. LARRABEE LOT LINE ADJUSTMENT (plan #15-09)

Hackett Hill Rd., Map 13, Lot 57 and Map 17, Lots 5, 7 & 7-1

Lot line adjustment between lots 13-57 and 17-5, as well as between lots 17-7 and 17-1.

D. Marshall: Are there any staff comments on completeness?

J. Duffy: The application is complete.

M. DiBitetto motioned to find the plan for the Larrabee Lot Line Adjustment, (plan #15-09), Hackett Hill Rd., Map 13, Lot 57 and Map 17, Lots 5, 7 & 7-1, complete. Seconded by D. Winterton. Motion carried unanimously.

Open public hearing.

Nick Golon (TF Moran): The applicant, Jeff Larrabee, is in the audience. We were before you in the past looking to rezone portions of these parcels with a specific project in mind. We are here as a culmination of that effort with the lot-line adjustment, which will move just under an acre and a half from Lot 17-7-1 to Lot 17-7, and move 0.87 acres from Lot 15-5 to Lot 13-57. This is the same plan as we presented previously.

D. Marshall: Are there any staff comments?

J. Duffy: No. Everything is all set, has been reviewed, and has met all criteria.

P. Scarpetti: Which one is Sutherland's property?

N. Golon: 13-57 and 17-7 is Jeff Larrabee's lot. The lot directly south of us, which I believe is Lot 17-5, is Sutherland.

Kevin Clark (87 Hackett Hill Road): I am an abutter on the right-of-way that comes up from the sand pit, Lot 7-1-1. I am wondering what this lot-line adjustment does to that right-of-way and that end of the lot.

N. Golon: There are no proposed changes in that area.

K. Clark: You said you are doing this for a specific plan? What area is that plan affecting?

N. Golon: I mentioned the overall master plan which has previously been submitted to the Board. As part of that conceptual master plan, we do not have development shown in that present area.

K. Clark: We have looked at this lot and right-of-way through surveyors and developers and every time it comes up it has been stated that right-of-way would never be used as a trucking route and would be residential access only. I want to make sure that is still part of the concept for this.

N. Golon: As part of this lot-line adjustment, there is no proposal to do anything with that right-of-way.

Tom Asci (93 Hackett Hill Road): Who owns the right-of-way?

N. Golon: Jeff Larrabee.

T. Asci: He owns the land or has a right to the right-of-way?

N. Golon: Relative to the land that is depicted on the lot-line adjustment, the areas as defined per ownership of Jeff Larrabee, comprise the area that provides access to Hackett Hill Road. I am not sure I would use the term right-of-way in this context.

T. Asci: He owns that property?

N. Golon: Yes.

T. Asci: I was not under that impression. A right-of-way is a right to have access.

N. Golon: Relative to what is shown on the plan, which is stamped by our chief surveyor, that land is shown in ownership to Jeff Larrabee. Should this land ever go forward with a development beyond a lot-line adjustment, those are great questions at that time.

D. Marshall: So that everyone has clarification, please outline the property owned by Jeff Larrabee.

N. Golon: Lot 17-7, Parcel B is what he is acquiring, Lot 13-58, 13-57 which we are adding Parcel A to, Lot 13-56, and Lot 15-52, which is the existing barn lot, and across the street Lot 13-54. Mr. Larrabee also has some development options on other land that is in the area.

Phil Ludwig (81 Hackett Hill Road): I am at Lot 17-7-1-4. Does this affect my property line?

N. Golon: No, it does not.

Close public hearing.

M. DiBitto motioned to approve the Larrabee lot line adjustment (plan #15-09), Hackett Hill Rd.,

Map 13, Lot 57 and Map 17, Lots 5, 7 & 7-1, between lots 13-57 and 17-5, as well as between lots 17-7 and 17-1. Seconded by P. Scarpetti. Motion carried unanimously.

PUBLIC HEARING

3. 3B LTD. PARTNERSHIP (plan #15-08)

5 Lindsay Rd., Map 25, Lot 18-3B

Proposed subdivision of Lot 3B to create one new residential building lot. Both lots are to be serviced by municipal water and sewer.

D. Marshall: There are only four members of the Board present. Four are required, and one will be stepping down. The Board cannot take any action on this agenda item. Unfortunately, that puts this off until July 20.

CHANGE OF USE

None.

BOARD DISCUSSION

None.

OTHER BUSINESS

J. Duffy: We received an application for a Board position. Normally the Board would make a recommendation. How would you like to handle this?

D. Marshall: Are the two vacant alternate positions for one year?

J. Duffy: I believe so.

D. Marshall: I am going to suggest the Board recommend to the Town Council that this person be appointed to one of those two positions. A one-year appointment is a great opportunity for them to decide if that is what they want to do.

M. DiBitetto motioned that we refer the applicant, Denise M. Grafton, to the Town Council for consideration to the position of Planning Board alternate for the term of one-year. Seconded by P. Scarpetti. Motion carried unanimously.

J. Duffy: Normally when you have a meeting, and have a quorum, when someone abstains from the vote it still doesn't change the quorum. I am not sure about someone stepping down.

D. Marshall: That is true on the abstentions, but not for stepping down. We should stress that if Board members are not going to be here to let us know.

J. Duffy: I looked into the rules that were adopted most recently, and there is a paragraph about

attendance. It says: “The Town Council may declare a vacancy if a member has three consecutive unexcused absences from regularly scheduled meetings in sequence, or has missed ¼ of all meetings within one (1) calendar year.” Carolyn had a record of when someone calls and is excused. We have that information if you are interested.

D. Winterton: That would be good information for when someone reaches that qualification, if the Town Council is notified.

J. Duffy: For this other application, if you would like, you could schedule a special meeting prior to the July 20th.

D. Marshall: Why don't we have a meeting on July 6?

J. Duffy: A lot of people are on vacation that week.

D. Winterton: I am sympathetic to the applicant, due to any of his future plans, or timetables he may be involved with. I would make an effort to attend a special meeting, to show we are concerned about the applicants time frame, especially during building season.

M. DiBitetto motioned to hold a Special Meeting of the Planning Board on June 22, 2015 for 3B Ltd. Partnership (plan #15-08), 5 Lindsay Rd., Map 25, Lot 18-3B.

D. Marshall: Can we post for next Monday?

J. Duffy: Typically, if you open a hearing and you need to continue, you can announce that evening when it is being continued to, and then there is no future notification, other than the agenda for that next meeting. In this case, the hearing never opened, but the meeting is going on so you can take action as a Board.

D. Marshall: Was there anyone sitting in the audience that was an abutter, and has no idea that we will be holding a special meeting. Should we re-notify everyone?

J. Duffy: If you do re-notify, you would need 12 clear days.

D. Marshall: So the closest date to have the special meeting would be June 29. If the Board is agreeable we will have to re-notify.

J. Duffy: We would do that and have it be at the town's expense.

D. Winterton: That was going to be my suggestion. Do you know how many abutters would have to be re-notified?

J. Duffy: Approximately 5-6.

C. Cronin: There were less than 10.

*D. Winterton motioned to hold a Special Meeting of the Planning Board on June 29, 2015, re-notify the abutters, and have that notification be at the expense of the Planning Board budget. for the public hearing of 3B Ltd. Partnership (plan #15-08), 5 Lindsay Rd., Map 25, Lot 18-3B, Seconded by M. DiBitetto. **Motion carried unanimously.***

D. Marshall: If we are posting for that meeting that will be the sole agenda item, with the exception of discussion items?

J. Duffy: Yes.

ADJOURNMENT

*M. DiBitetto motioned to adjourn. Seconded by D. Winterton. **Motion carried unanimously.***

The meeting was adjourned at 6:27 pm.

Respectfully submitted by,

**AnnMarie White
Recording Clerk**