

**HOOKSETT
TECHNICAL REVIEW COMMITTEE (TRC)
MEETING MINUTES
HOOKSETT MUNICIPAL BUILDING
Thursday, December 11, 2008**

CALLED TO ORDER

D. Tatem called the meeting to order at 9:10 am.

ATTENDANCE

Town of Hooksett

D. Tatem, Stantec, J. Gryval, Planning Board Chair, P. Rowell, Building Dept., D. Boyce, Recycling/Transfer Station, C. Pearson, ZBA Chair, M. Hoisington, Fire Dept., S. Colburn, Fire Dept., D. Hemeon, Highway Dept., S. Agrafiotis, Police Dept., J. Hebert, Village Water Precinct, T. Amato, Village Water Commission, Carol Granfield, Interim Town Planner (arrived @ 9:20am), and J. Duffy, Town Planner (arrived @ 9:30am)

HARMONY PLACE, 1621 Hooksett Road, Map 14, Lot 27

Representing the Applicant

Jenn McCourt, McCourt Engineering, Sonny Sell, owner, and Cindy Lewis, Architect.

1. Harmony Place (plan #08-31)

D. Tatem: Presented an overview. This is a residential site plan to create a 63-unit older person development. We have had one previous TRC already. The application was found complete by the Planning Board. They have submitted conceptual designs. Village Water Precinct reviews are tying into the existing water tank.

J. Hebert: Reviews with Village Water Precinct are still preliminary.

D. Tatem: The enclosed parking has brought this back to the TRC.

J. McCourt: We spoke to M. Hoisington at the Fire Dept. about garage under the buildings. We are planning on accessing garages from one end (one way in and one way out); 24 ft wide. The Fire Truck height is 12 ft and they are requesting a 14 ft. high door. This is a gigantic door, plus the clearance, and the added costs. At this point, it is not feasible for this type of development. Now, we have redesigned the plan to have parking outside again with carports. We would rather have garages underneath. I am looking for any compromise from the Fire Dept. (i.e. length of garage underneath only 100 ft inside?). I understand the Firemen have to get to the person in need. We suggested

having a motorized cart on site to transport the Fire Dept. equipment. We are trying to brainstorm. I think this will continue forever that the first response vehicle in Hooksett is the Ladder Truck.

M. Hoisington: There are no other multi-unit developments, except for Brookview Sr. Housing. They sunk down their garages, so the trucks can get through.

J. McCourt: There are 3x buildings; 24 unit, 15 unit, and 24 unit. The motorized cart we suggested is the like the one at Sam's Club, and Lowe's (utility cart). I don't know if we got one of those for your Fire Truck, if that will work? We know the Planning Board and the environmentalist like the garages underneath. Since Sonny Sell and M. Hoisington have met, we continue to brainstorm.

M. Hoisington: With carports, you can lose several vehicles in a fire. We are not opposed to carports, we just have concerns.

D. Hemeon: I would think a carport is a lot easier to access than a garage.

M. Hoisington: Yes. Brookview's exhaust system for their underground garages could now cause exhaust issues. Lay your carports out and have a roof over the cars. As long as we can access it, we would be fine with this.

J. McCourt: We are disturbing a lot more area with carports. They are not as nice looking as garages underneath.

D. Hemeon: Sonny, would you prefer garages?

S. Sell: The consumer prefers garages, especially in bad weather. There are a lot of buildings with garages underneath in other Towns/Cities (i.e. Nashua), but not in Hooksett. I viewed the garages in Nashua. The whole back wall is all ventilated for exhaust and cars go in and out. That development was 15-18 yrs old.

D. Hemeon: Only an 18 ft door?

S. Sell: For a 24-unit building, the garage doors would be up and down 100 times a day.

D. Hemeon: For your design, is the garage door open or closed?

D. Tatem: Is it a heated garage?

S. Sell: Closed garage, at 50-60 degrees.

D. Tatem: I believe Brookview has open garages.

J. McCourt: Building C has 24 units with a walk outside. It is lowered by 12 ft.

D. Hemeon: Does the garage door provide enough ventilation?

D. Tatem: Would you consider gator equipment vs. driving the truck in?

M. Hoisington: For gator equipment, I would have to take this back to administration.

D. Hemeon: Who is going to maintain it?

J. McCourt: What if the Ladder Truck is not the first responder?

M. Hoisington: Gator equipment could not go on a truck. We would have to be at the site.

S. Sell: Are Fire Inspections completed 2x per year?

M. Hoisington: 1x annually.

S. Sell: The association would be responsible to maintain the cart. These people are 55 yrs and older. They will want to keep the cart maintained.

D. Tatem: There would have to be some type of maintenance agreement.

J. McCourt: They will have to have a maintenance agreement with somebody.

J. Gryval: Will there be emergency generators for the garage doors?

C. Pearson: How would the garage doors open if the power goes out?

S. Sell: They will automatically open if there is a power failure. At the site I viewed in Nashua, all the garage doors were closed vs. opened. Open garages are not very attractive. They are held up with columns. Also a security feature to have closed garage doors. A report could go to Fire Dept. or whoever wants to receive it. Garages underneath and the Ladder Truck requirement to get inside . . . all you have to do is look where the Fire Trucks are stored now, and you are asking us to put this under our buildings.

D. Tatem: Create a maintenance schedule/ log and provide to the Fire Dept.?

M. Hoisington: First I will take this concept to administration. Then I can tell the developer if they should move forward with a maintenance agreement.

D. Tatem: The Planning Board will need something in writing from the Fire Dept. prior the Board's review.

J. Gryval: I agree with Sonny, the buildings on stilts with open garages look terrible.

J. McCourt: We also moved the road down to the pump station. We removed it from next to the detention and swales.

D. Tatem: There is no water main running up the road like the old plan?

J. McCourt: Right.

D. Tatem: Will there be some type of easement for the access road? And will it be gated?

J. McCourt: Yes.

J. Duffy: Since the association will own the booster station, this will need to be in the condo docs.

S. Sell: There is a 10 percent grade going to the tank.

J. Hebert: Has the tank been surveyed?

J. McCourt: Once I get the survey, we can talk about access to the tank.

S. Sell: I would not want to pave the access. Is hardpack OK?

J. Hebert: My new tank has hardpack and it looks good.

S. Sell: But at 10 percent, hardpack won't stay.

J. McCourt: If we have carports, access will only be 50 ft long to get to the pump station.

D. Tatem: Whether parking garages or carports, either will have a drastic change to the design. Mike, what timeframe are you looking at for a decision from administration?

M. Hoisington: Today.

J. Hebert: 12 ft surface. Blue or Stantec, the booster station is closer to the tank. Keep in mind that the water line may not be working forever. Currently the lifespan of a tank is 50 yrs.

D. Tatem: Should they have a secondary connection now?

J. Hebert: We looped the water line in case the tank ever comes down. If the tank goes off line and it is not used any longer, will this affect your project?

D. Tatem: It could change the water criteria?

J. McCourt: Blue has this information, I cannot answer this.

D. Tatem: I will contact Blue for this letter.

J. Hebert: Stantec has informed me that there is only \$250.00 left in the Village escrow account. You are looking for a better letter from Blue?

J. McCourt: A letter was faxed to Sonny. I have asked Stantec to fax this to me directly.

J. Hebert: Dan, you will see Jerry?

D. Tatem: I will have Jerry call Joe on rewriting the letter and getting it to the write person.

J. Hebert: \$4,100 for Stantec review of hydraulics.

J. McCourt: Without having the letter in front of me, I can't do anything.

J. Hebert: Whatever I got from Stantec, I gave to Sonny.

S. Sell: He is talking about \$7,000 for the review of the pump station.

J. Hebert: When I get an invoice, it goes to me, then Tony Oks, then Sonny. I haven't seen invoices on Harmony Place.

S. Sell: I keep writing checks, but I am not seeing invoices.

D. Tatem: I will make sure you get these invoices.

J. Duffy: The name of the drive? There is a form you can get from the Building Dept.

J. McCourt: I submitted the drive name for the new Harmony Place to the Building Dept. I have not seen anything on this.

J. Duffy: Peter, it needs to go to the Council and the Planning Board will need that before their final approval. Jenn, is the meeting room in the garage level of Building C?

C. Lewis: The meeting room in on the 1st floor of Building C.

J. Duffy: We will need a floorplan for Building C.

D. Tatem: Jo Ann, I told Jenn we would need detailed floor plans for all 3 buildings.

J. Duffy: To the right, storage areas need to be shown.

J. McCourt: Peter, if I do go with carports, do they have to be 35ft?

P. Rowell: Yes, this is the minimum building separation.

J. McCourt: I am talking about the distance between buildings.

P. Rowell: The Ordinance says 35 ft.

J. Duffy: Because you are talking about carports?

M. Hoisington: Fire is 30 ft.

P. Rowell: For an accessory structure, you think of something small. We will need to look at the size of the structure.

J. Duffy: Jenn, are you planning to still come into Monday night's Planning Board meeting?

J. McCourt: Yes, I have 5x waivers to discuss with the Board.

J. Duffy: I just asked Donna if David Russell had submitted his funds for the Hydraulic Study. He has not.

J. McCourt: The 5x waivers submitted to the Planning Board:

- Section 3.05.1 Lighting Plan drawn to a scale of 1" = 20' minimum roof pitch
- Section Checklist Scale of 1" = 40'
- Section 3.18 Minimum Roof Pitch of 10/12
- Section 3.18 Siding of Natural Wood
- Section 3.18 ADA Parking of 1 to 4 units (which would be 16 spaces). 88x parking requirement (ADA most people just need space close to the door vs. a wider space. Hooksett requires 10x20 spaces. Environmentalists complaining why more paved space. Visitor vs. ADA space and striping out.

P. Rowell: At a meeting I went to yesterday, the ADA scoping and building appendix from the building code is being reviewed. I think it is in IVC. I have a copy upstairs. It has the requirement for the # of ADA parking for the building.

J. McCourt: 10% has to be handicapped accessible. We are looking at one per unit minimum enclosed.

D. Tatem: I would suggest bringing a sample of the siding to the Board. Only 2x Aesthetic Committee members are on the Board.

J. McCourt: Based on the check you are waiting for from DTR, we are still waiting to start the Hydraulic Study.

S. Sell: What if you don't receive the DTR check?

J. Duffy: Then DTR's project, Brookview Sr. Housing, could be considered scattered and premature.

M. Hoisington: What is the length of the building?

J. McCourt: 160 ft building length.

S. Sell: Mike, motorized carts may work well in the future for other buildings too.

J. Duffy: Mike, will motorized carts slow down the response time, because you are putting the equipment on the cart?

M. Hoisington: It depends. What is called in as the emergency, may not be what is actually the needs of the person at the site.

J. McCourt: The cart is just a thought. We are open for other recommendations. The doors will still be a clearance of 10ft.

D. Tatem: Dale, should we discuss anything about drainage?

D. Hemeon: We can discuss drainage at Monday night's Planning Board Meeting.

J. McCourt: There may need to be fixes for some of the old system down below, but we won't know that until the Hydraulic Study is done.

D. Hemeon: We do not know the complete infrastructure. I will have it on the map by the end of the week. I had my guys go through every manhole.

D. Tatem: At the end of the TRC meeting, we usually go around the room for final questions.

J. Hebert: We will meet with Jenn and get more information on the letter from Stantec for the escrow funds. Sonny gave us \$2,500 for review, now Stantec has exceeded their reviews vs. the available funds. Stantec is now requesting more money. I have the \$2,500, but no invoices from Stantec. Friday, Dec 12th @ 9:00am, would be good for Tony and I to meet with Jenn.

S. Sell: Do we have a new reviewer?

J. Hebert: Jerry Fortin is the new reviewer. Rene LaBranche reviewed it last time. So far, we spent \$5,700 on the first review, then Sonny gave an additional \$2,500. Now that has been used up. Stantec is asking for more money. Rene stated more reviews were needed, because the pump station moved several times.

J. McCourt: The pump station never moved. Will someone from Stantec be at the Friday meeting with Village Water?

J. Hebert: Blue will be there.

J. McCourt: I thought Blue just got laid off?

J. Hebert: Blue will be at Friday's meeting. I had the pipe traced.

ADJOURNMENT

D. Tatem declared the meeting adjourned at 10:05am. The next TRC meeting is scheduled for Thursday, January 8, 2009, Hooksett Municipal Building, **2ND FLOOR ROOM 204.**

Respectfully submitted,

Donna J. Fitzpatrick
Planning Coordinator