

**HOOKSETT  
TECHNICAL REVIEW COMMITTEE (TRC)  
MEETING MINUTES  
HOOKSETT MUNICIPAL BUILDING – room 204  
Thursday, March 12, 2009**

**CALLED TO ORDER**

D. Tatem called the meeting to order at 9:05am.

**ATTENDANCE**

**Town of Hooksett**

D. Tatem, Stantec, P. Rowell, Building Dept., M. Hoisington, Fire Dept., Carol Granfield, Interim Town Administrator, T. Amato and J. Hebert, Village Water Precinct, and J. Duffy, Town Planner (arrived 9:10am).

**GREEN MOUNTAIN COMMUNICATIONS, West River Rd, Map 24, Lot 57**

**Representing the Applicant**

Joe Maynard, Benchmark Engineering

**1. Green Mountain Communications (NERR) (plan #09-06)**

J. Maynard: Green Mountain Communications is looking to purchase 3 acres from the existing NERR property, which is a 40-acre parcel across from Sunrise Blvd. There is a common driveway at the existing site. We have applied for a Dredge and Fill Permit for access to the driveway to our portion of the property. For the second parcel, we are not sure how they are going to divide the property. There is a large wetland on 3A. They may try to market and sell approximately 3 acres on that side too. The common driveway is between ours and the marketable 3 acres. We want them to give access to the host building for Green Mountain Communications. Green Mountain has a telecommunications business in Wolfeboro, NH, and they rent space in Manchester, NH. They are looking for something centrally based, and this is where they want to be. Hooksett would be their administration office, and a large storage area. Trucks would bring and install large spools of cable. The NERR property, if you drive by, has leveled an area on the Southerly side of the driveway. There was an understanding when they were building that there was a lot of ledge. Midway used to own this site as a gravel operation. Our side is one of the undisturbed areas (gravel and sand). The berm pushed up to 3A. 70 ft back from the actual road extends the two parcels.

D. Tatem: Like a mound?

J. Maynard: Yes. With the berm, the majority of the water stays within the site.

P. Rowell: Visually shield the dirt.

J. Maynard: We will maintain a good portion of vegetation of the 50 ft, 3A frontage, with deciduous trees (12-13 inches in diameter). Another access North is just a driveway. We would install a detention basin in the old driveway area. We would add substantial landscape on top of the berm for less building impact on Rte 3A. For the building, there will be parking for employees, and parking on the westerly side. For the one-ton trucks with 20 ft trailers, we will need deep parking spaces. We will have a loading area for cabling and communication material to unload into the storage area. This material is packaged and we will need a large dumpster. A lower area infiltration is proposed. The outside storage area will have cables on spools and we will line them up for easy access. We will add a visual barrier and we propose additional landscaping for a detention basin. You won't see the stockpile of storage. That is what they are proposing. The building arch and design, we are talking to Morton Builders. We are also talking to others regarding a concrete block structure.

J. Hebert: For Water, we have a bunch of forms for you to fill out (i.e. application for water).

J. Maynard: There was a completed flow test for fire protection for NERR?

T. Amato: We would prefer you do your own flow test.

J. Hebert: We require the standard specs. We go with the Town's blue book. A P.E. stamped set of plans is needed.

J. Maynard: For fire protection, does the size of the building need to be sprinklered?

M. Hoisington: Yes, and one hydrant within 75 ft for fire protection (on the parking side) to run hose, so it is not blocking other trucks coming around.

D. Tatem: 100 ft vehicle access?

M. Hoisington: There needs to be a lock box on the gates and the building. Once we are in the area, we should be able to turn around OK. There are also Impact Fees. For the street address, name the road going into NERR, renumber NERR, and renumber these new sites as appropriate. The Town Council has to approve the street name.

J. Maynard: How many street names should we come up with?

M. Hoisington: The Council likes 3x names to choose from.

P. Rowell: The driveway will be shared by 2x businesses?

J. Maynard: Yes.

M. Hoisington: The signage at the driveway going in, will it say numbers 35 & 37 in this area?

J. Maynard: The street sign at 3A?

P. Rowell: The Business sign.

J. Maynard: In that area in general, there is a buffer to the wetland complex. There is a sign restriction.

P. Rowell: Just have a small sign with the street number(s).

D. Tatem: You could have NERR at the entrance, and then have details of other businesses within the site.

J. Maynard: We can have a street address delineation, and then more details within the site.

P. Rowell: We can give you the existing street names.

D. Tatem: Peter, do you take the street names to the Council?

P. Rowell: Yes.

M. Hoisington: The squares on the plan (dumpsters), make sure they are 10 ft away from the building.

J. Hebert: Will you irrigate the landscaping? On the water application, we will need to know how many gallons will be needed per day.

J. Maynard: They are talking with their landscaper for an extensive landscaping plan.

M. Hoisington: Tie into the water off NERR's line.

J. Hebert: Yes, there is a 10" line with a "T" already there.

J. Maynard: For the sprinklers, etc., they are 8" anyway.

M. Hoisington: Water Pressure?

J. Hebert: At the street 125-135 psi, then going up hill is less.

T. Amato: You may need a fire pump.

J. Maynard: Water lines are 12" on 3A, and 10" going across the highway.

J. Maynard: Yes, we will check the pressure.

M. Hoisington: For the 100 ft fire lane access, have a hammerhead or something for adequate turn-around. It is Other Ordinances Fire Lane Ordinance # 00-29.

J. Maynard: What size is the fire truck?

M. Hoisington: It is a 40 ft truck.

D. Tatem: It has no joint.

M. Hoisington: It is a ladder truck, but it is one piece totaling 40 ft.

J. Maynard: For the lower parking storage area, where is the 100 ft?

M. Hoisington: We need 2x side access, and sometimes 2 ½ depending on the use.

J. Maynard: It is ample for the front and side.

M. Hoisington: Make sure you look in front for us to spin around.

P. Rowell: Your use will be office and warehousing?

J. Maynard: Yes. The use is very similar to NERR, who stores paper. We will store cable.

P. Rowell: It is in the commercial zone?

J. Maynard: Yes.

P. Rowell: For outdoor storage, what is the no cut buffer?

J. Duffy: It is a 25 ft no disturb buffer out front. Discussion on the detention pond, if you won't be able to do a 25 ft buffer, then you will need a waiver.

J. Maynard: There is an existing tree line on the landscaping plan.

J. Duffy: How dense is it?

J. Maynard: There is a lot of deciduous. At this time of year, you can look up into it.

J. Duffy: Either have the 25 ft buffer or you will need a waiver.

J. Maynard: We will vegetate the top of the berm on the street side, and re-vegetate a good portion of the area.

J. Duffy: They may make you add additional landscaping.

J. Maynard: The slope will have additional evergreens. My client is working with a landscaper.

P. Rowell: Can you add the 25 ft no cut buffer on the plan?

D. Tatem: Add the buffer and that there is a restriction there.

P. Rowell: If it is on the plan, it is better to enforce.

J. Maynard: The grade is 252 to 243 to the street. They won't build a driveway.

P. Rowell: There is storage in front of the building, and you do antenna work. These spools get unattractive looking. Do we want to limit storage?

D. Tatem: There are Performance Zone (PZ) limits for outdoor storage, however not in this area. There could be something when the applicant meets with the Board.

P. Rowell: This site is in the main access route, and we are looking to get nice commercial sites here. You will have a huge storage area up front.

J. Maynard: The site is 12 ft up. We would have to crane our neck to see up there.

J. Duffy: Can the houses across the street see the site?

J. Maynard: With the berm and plantings, the houses across the street can't see the site.

J. Duffy: NERR was approved in 1996.

P. Rowell: Are you filling in the wetland?

J. Maynard: It has been graveled and stripped out too much. Now it is jurisdictional soil.

P. Rowell: Soil?

D. Tatem: It is poorly drained. Section 3 states no filling of wetlands.

J. Duffy: You will need a special exception for the crossing and a variance for the fill.

D. Tatem: For the State wetland impact, they say no more fill on property.

P. Rowell: A special exception was granted on this.

J. Duffy: If it is not paved, and there are changes for this site, I think it should be discussed with the ZBA.

P. Rowell: Wetland filling in, it is a mundane wetland. There is no ordinance for reconstruction.

J. Duffy: There is a new ordinance, posted not voted, for mitigation under 10,000 sq ft. This ordinance will depend if it is voted in May. If it is posted, it goes into effect. If it is voted down, you get your money back.

D. Tatem: 1,000-9,999 sq ft is Town mitigation.

J. Duffy: There is no mitigation like the State where they either pay or provide land.

P. Rowell: Why can't we move the detention pond?

D. Tatem: The drainage structure is manmade for the infiltration pond. The basin is in the center. My thought is that it will not become a wetland.

P. Rowell: Can they construct it to make it a wetland?

J. Duffy: I don't think so.

D. Tatem: There is no water table close enough to become a wetland.

P. Rowell: They would need a clay bottom, etc. to turn it into a wetland. It would not be a highly functional wetland. They would contact the ZBA to fill it in, and pay appropriate money to the Conservation Commission.

J. Duffy: I think they pay the conservation at the time of the Building Permit.

P. Rowell: They should pay at the time of the variance. The ZBA would need to put in a timeframe.

D. Tatem: If it has already been posted, you will pay mitigation. If the Town voted it down, then you would get the money back.

J. Duffy: Apply for a variance and a special exception.

P. Rowell: So he needs a variance and a special exception.

J. Maynard: We will have a minor disturbance to tie the drainage together.

D. Tatem: Jack, your partner, and I went through this to see if there is a way not to go through the wetland, and this proposed plan is the best way. The flow off-site is almost zero. Infiltrate the entire site.

J. Maynard: Are there concerns about drainage?

D. Tatem: I thought running drainage under the building is a bad idea.

P. Rowell: How will you collect oil?

D. Tatem: They will pick up solids, and have grease hoods to collect oils. The isolator row is lower than the infiltration system, it sits in there. Per design, the chambers should stay clean.

J. Duffy: We are seeing more and more of these infiltration systems. There should be a maintenance plan, and the Town receives a copy.

P. Rowell: Who monitors the maintenance plans?

D. Tatem: Someone from the Town.

P. Rowell: How do we pick up petroleum products?

D. Tatem: The grease hood.

P. Rowell: What happens if you keep it open and oils run into the ground?

D. Tatem: With the grease hoods, the grease will float on the water.

J. Maynard: I can add grease hoods to these basins.

P. Rowell: The whole underground infiltration system is getting popular.

J. Maynard: The guideline is being pushed from all angles (State, etc.)

J. Duffy: The Aesthetics Committee, you need to meet with them for the building and landscaping. Donna can set-up a meeting with you. Typically this is done the same night as a Planning Board Meeting. Do this Aesthetics Committee meeting once you are found complete. Easements for driveways, you will need to provide copies of these for the Town Attorney to review and to be recorded with your plans at time of approval.

D. Tatem: With the site plan, the easements are recorded.

P. Rowell: You submitted us a plan with wetlands.

D. Tatem: This is the road. The only way to get to the site is to cross the wetland.

P. Rowell: He showed us a site plan, and it is not impacting the wetland here.

D. Tatem: The ZBA may not need the variance. It is an existing wetland pocket.

J. Maynard: I reviewed the lot lines proposed.

P. Rowell: Maybe the Planning Board should see the master plan of this property.

J. Maynard: It is a variable.

D. Tatem: The ZBA and Planning Board's intent is to minimize impacts across the board. I do think you need to explain to the ZBA and the Planning Board why you are impacting wetlands.

J. Maynard: I already met with the State, it is manmade. We need to be able to turn the fire truck around 100 ft on either side. If it was functional, or I would have avoided it.

P. Rowell: Do we have the hourglass rule that you can't do this?

D. Tatem: No. The road will not get taken over by the Town (Dale has stated this).

T. Amato: What is your timeframe?

J. Maynard: Dredge and Fill Permit, we are 3 months out before the Planning Board process. I think he would like to start this Summer-to-Fall. The site work prep is not a long time.

D. Tatem: Other developers have asked for costs.

J. Maynard: I met with Jo Ann last Fall.

J. Duffy: I didn't give you anything for water fees. The fee list includes:

- Water
- Dredge and fill
- Stantec (\$2,500 Site Plan Reviews - SPR)
- Stantec (Site Plan Compliance - \$3,000-5,000, probably closer to \$3,000)
- Planning Board application fees
- Impact fees: roadways, public safety (by sq ft). Jo Ann can review and the Planning Dept. assesses these at time of approval. You will receive an invoice when these fees are paid 10 days prior to CO (i.e. office use has a different fee than warehouse use).
- Bond for the site is at full value of all the site work, due at pre-con meeting and it is 30%. It must be self renewing, irrevocable, etc. refer to the regulations
- Bond landscaping is at 100% for 2 yrs, and an itemized estimate is needed

D. Tatem: I met with Jack on the drainage. Look at the checklist.

J. Maynard: We haven't done the checklist yet. We just wanted to get comments from the TRC. If we do not provide what is on the checklist, we will ask for a waiver(s).



P. Rowell: Small items missing and a bond required to get the CO it is fairly common. Also, there is a Building Dept. permit fee, and Fire Dept. fees.

M. Hoisington: Fire has a plan fee, sprinkler fee, etc.

**ADJOURNMENT**

D. Tatem declared the meeting adjourned at 9:05am. The next TRC meeting is scheduled for Thursday, April 9, 2009, Hooksett Municipal Building, **2<sup>ND</sup> FLOOR ROOM 204.**

Respectfully submitted,

Donna J. Fitzpatrick  
Planning Coordinator