

**HOOKSETT
TECHNICAL REVIEW COMMITTEE (TRC)
MEETING MINUTES
HOOKSETT MUNICIPAL BUILDING –Chambers
Thursday, September 1, 2011**

CALLED TO ORDER

J. Duffy called the meeting to order at 9:00am.

ATTENDANCE

Town of Hooksett

Jo Ann Duffy, Town Planner, Dan Tatem, Stantec, Dr. Dean E. Shankle, Jr., Town Administrator, Lee Ann Moynihan, Building Dept., Diane Boyce, Recycle & Transfer Station, Leo Lessard, DPW, Richard Marshall, Planning Board Vice-Chair, Chief Agrafiotis, Police Dept., Deputy Fire Chief Michael Hoisington, Guy Chabot, Manchester Water Works, and Bruce Kudrick, Sewer Dept. (Maurais application only).

1. (9:00 - 9:35am)

**ELWIN BLAKE ESTATE – BETTE L. BLAKE TRUSTEE/EXECUTOR
(plan #11-08)**

**Jennifer McCourt, McCourt Engineering Assoc., PLLC
26 Londonderry Tpke., Map 49, Lot 47**

Proposal to construct a 48' x 80' office building on a 1.1 acre lot in the industrial zone. Special exception was granted by the Hooksett ZBA on 8/9/11.

Representing the Applicant

Jennifer McCourt, McCourt Eng. and Paul Scarpetti, developer.

J. Duffy: We would like to welcome you to the TRC. We will start with introductions. Welcome to Dr. Dean Shankle, Jr., our new Town Administrator.

J. McCourt: The parcel is on the Londonderry Turnpike south of the road to the Beaver Brook development. There is an existing 2-story wood framed house. It is on 1.1 acres. We went to the ZBA for a special exception to have Regency Mortgage on this property. The conceptual plan is before you. We have more parking than required, but what the property owner felt he needed to service his clientele. The architectural elevations are similar to their Stratham, NH location. We need a DOT driveway permit. Water is through Manchester Water Works. There will be a septic system on site. We have more drainage questions for Dan. For the 10 ft landscape buffer we will add some plants on either side. There is a large wetland out back.

L. Moynihan: The building will be 3 stories?

J. McCourt: Yes. The 3rd floor is not a determined use. For parking spaces, they could use the 3rd floor for office use.

J. Duffy: Are the first 2 stories for same business?

P. Scarpetti: Yes.

J. Duffy: Abutting parcels the use is vacant lot; are they all zoned industrial?

J. McCourt: Yes.

D. Marshall: The landscaping north on the plan comes into sight view.

J. McCourt: It should be behind the sight line.

M. Hoisington: The building will be sprinklered?

P. Scarpetti: Yes.

M. Hoisington: The building with dumpster, the fire truck needs to turn around.

J. McCourt: You can turn your truck in the first driveway.

M. Hoisington: For a 100 ft long building, there needs to be 2 ½ or 3-side access.

J. McCourt: We will work with our client on that.

M. Hoisington: The shrub area on the east side by the parking spaces, I want a fire hydrant there. It is within 75 ft. Where is the snow storage?

P. Scarpetti: Snow storage will be in the back and north on either side of the dumpster.

J. Duffy: The zoning is for industrial requirements. Do you need a variance?

J. McCourt: No, it is an existing lot of record.

D. Tatem: Additional parking and impervious?

J. McCourt: I don't have that number, but I believe we meet the requirements.

D. Tatem: For the 3rd story and not knowing the use, you will have to include worse-case scenario use for impact fees and traffic study. Do you anticipate any waivers?

J. McCourt: Not planning on any waivers. Do we need a site specific soil survey?

D. Tatem: By the regulations, yes as an existing condition.

J. McCourt: There will be 4 test pits and wetlands areas (Peter Schauer).

D. Tatem: I wouldn't recommend a waiver for site specific. For water quality, what is your conceptual for drainage?

J. McCourt: There will be a drip-edge out back. We are putting in an underground detention area on the west side of the property. The water table is 3-3 ½ ft. down. The new regulations require 4 ft.

D. Tatem: That may have been changed.

J. McCourt: The AOT water quality is 2 ft.

D. Tatem: For the dumpster, Lee Ann ask Peter the requirement if it is a poured concrete foundation. Parking is 9' x 18'.

J. McCourt: Yes parking will be 9' x 18', except out front it will be 9' x 20' on either side of the handicapped spaces.

G. Chabot: There is a 16" water main on Londonderry Tpke. When you can get me a real set of plans (vs. conceptual), then we can look at in more detail.

J. Duffy: I think this project will be a wonderful addition to the Town and the by-pass area.

D. Tatem: Is the site in a prime wetland?

J. McCourt: I don't think it is, but we will check further. We will apply for the October 3rd Planning Board meeting. Also for the retaining wall, is there an outside setback? South end has a steep bank; short stone retaining wall.

L. Moynihan: No setbacks for retaining walls. It is considered like a fence.

D. Tatem: Look at the buffer requirements. The "green buffer" may require a waiver.

J. Duffy: Impact fees assessed for this project will be for traffic & public safety.

M. Hoisington: What is your timeline for this project?

P. Scarpetti: We would like to build it this fall.

END 9:35AM.

2. (10:00-10:35am)
PAUL MAURAS (plan #09-25)
Doug MacGuire, Woodland Design Group, Inc.
49 Mammoth Rd., Map 45, Lot 33-2
Proposal for 20-unit detached condominium development.

Representing the Applicant

Doug MacGuire, Woodland Design Group Inc., and Ben Maurais, landowner.

J. Duffy: We would like to welcome you to the TRC. We will start with introductions.

D. MacGuire: History of the project:

- 1) 28-unit workforce housing – the Planning Board direction was for us to look at other options
- 2) standard 20-unit multi-family (five 4-plexes) – we went for a variance to the ZBA, but the ZBA and abutters had concerns about devaluation due to town homes in an area of single-family homes. We withdrew the ZBA application,
- 3) AND FINALLY we came back to the ZBA with a new application for a 20-unit detached single-family condo development. We went to the Planning Board with this conceptual and the ZBA granted the variance. We have no design yet; just conceptual.

G. Chabot: You will be required to have a main extension approved by the water commission (multi-unit private water was different; now single-family pushes the project back to public water). What is the subdivision that feeds the site?

D. MacGuire: The original conditional approved 4-lot subdivision. We have not submitted mylars yet for Planning Board signature and recording. This 20-unit detached single-family condo project is contingent on the 4-lot subdivision being signed and recorded. I know I owe Manchester Water Works the 4-lot subdivision plans.

G. Chabot: There is a 6” water main; 600 ft. long stretch of road.

D. Tatem: The discussion with zoning regarding the wetland crossings, was that resolved?

L. Moynihan: They were told by the ZBA that they would have to come back for a new special exception if there are any changes.

D. Tatem: The private road will need a new road name. You have a site plan on a property with no frontage, because the existing 4-lot subdivision has not been signed and recorded.

J. Duffy: The approval for the 20-unit detached single-family condos would need to be conditional that the 4-lot subdivision is signed and recorded AND the road is built.

D. Tatem: Dick, for the Planning Board approval of the site plan, there should be appropriate notes on the plan about the 4-lot subdivision being signed and recorded and the road being built.

D. Boyce: We will provide a condo reimbursement to the condo association, since there is no public trash pick-up.

L. Lessard: The road for the 4-lot subdivision has not been built?

D. Tatem: It is a cul-de-sac with a road coming off that. You can't have a cul-de-sac off a cul-de-sac, however this will be a private site plan.

L. Lessard: Then it is a driveway off a cul-de-sac.

D. Shankle: Do you require private roads be built to Town specs?

D. Tatem: No, then they won't become a Town road in the future.

D. Shankle: Do the voters need to approve Town roads? The Town Council doesn't do that?

D. Marshall: Private roads to become Town roads go before the voters (this is very rare). To accept a road it goes to the Town Council.

J. Duffy: We talked about a condo association. We will need condo docs submitted for Town attorney review and approval. All 4 impact fees will be assessed (school, roadway, public safety, and Parks & Recreation). Frontage will be on a private road.

D. Marshall: The Planning Board's concern will be getting the 4-lot subdivision signed and recorded, and then decide on this conceptual.

D. MacGuire: April 5, 2010 is when we received our conditional approval for the 4-lot subdivision. There are no significant changes to the design once the 4-lot subdivision is recorded.

J. Duffy: Comply with the site plan and subdivision regulations.

D. Shankle: Do developers build recreational facilities for the kids?

D. Marshall: For larger subdivisions, the developer puts land aside for the Town. This one impact fee for Parks & Recreation pools the money for services. Building recreation within the subdivision is not needed.

M. Hoisington: I met with Doug and finalized the hydrant locations. As a condo they will pay yearly fees for the hydrants.

G. Chabot: Because it is a public water main, it becomes public hydrants. Because these are single-families, we will still bill the Town.

D. Tatem: The Planning Board should make a note on the plan it is private responsibility to pay the hydrant bill.

M. Hoisington: Now fire pays out of our budget; \$330.00 per year per hydrant (6 months with Central Hooksett Water Precinct).

G. Chabot: Manchester Water Works is \$250.00 per quarter.

M. Hoisington: They will need two total hydrants; every 500 ft. It should be put in the condo docs the hydrants are paid by the condo association.

L. Moynihan: For the wetland crossing, we heard the appeal to ZBA decision of 8/9/11. A lot of abutters are concerned with drainage. Also, there should be language for no accessory structures in the condo docs, because the site is tight.

B. Maurais: Sheds and decks accessory structures?

J. Duffy: Not decks. I think they are talking about structures not attached.

D. MacGuire: They will have no ownership of land, so there will be restrictions. If we propose every unit has a deck, than that is what they will have – uniform structures.

L. Moynihan: What is the separation of buildings?.

J. Duffy: 40 ft. separation.

D. MacGuire: I believe it is 30 ft. (15 ft. each side). We are proposing 35 ft.

M. Hoisington: For fire code you can go to 30 ft. If your deck is under 30 ft, you may need waivers through the Fire Marshall.

J. Duffy: Check the Zoning Ordinances.

L. Moynihan: Schools and buses?

D. MacGuire: I will contact the SAU.

D. Tatem: Get a letter from the SAU to the Planning Board.

D. MacGuire: 8/9/11 ZBA decision appeal?

L. Moynihan: There is a 30 day appeal timeframe. We have heard that some abutters may appeal. If yes, then it has to be decided if the ZBA will hear the appeal. If no, then it can go to court.

B. Kudrick: They bought gallonage for the first section. They will probably need to buy gallonage for this 20-unit conceptual.

B. Maurais: We have 18 sewer permits on file. We need 5 more permits.

B. Kudrick: Are you using pumps or gravity line?

D. MacGuire: We will utilize gravity sewer and get an easement by the Sewer Commission for 36 Castle Dr. There is potential for upgrading with a generator. We will go back to the Sewer Commission with an updated plan.

J. Duffy: Comments from the audience (Dan Blais 34 Castle Dr., Peter Madison & Janna Wise, 36 Castle Dr.).

D. Blais, 34 Castle Dr.: The road bulb, how far is it to Mammoth Rd.?

D. MacGuire: 600 ft and 1,000 ft.,

D. Blais: You are past the 1,200 ft. that the Town would allow. I don't see 5 lots coming off the cul-de-sac per the Town regulations.

J. Duffy: Your statement would apply if it was a roadway, however this is a driveway.

D. MacGuire: There are two new houses plus a lot in between, plus existing, plus corner at end of road to equal 5.

D. Blais: A cul-de-sac off a cul-de-sac as Jo Ann stated is not allowed.

D. MacGuire: This conceptual is a condo site plan. It is a private road, not a Town roadway.

D. Blais: The Town may want legal advice. This is circumventing the regulations; not within the intent. What are the types of houses; construction?

D. MacGuire: Prudential Verani did the market analysis. They will be cottage style with a built-in garage; most likely 2-story.

D. Blais: Will they be constructed on site?

D. MacGuire: Yes.

D. Blais: What is the acreage of the conceptual lot post 4-lot subdivision?

D. MacGuire: 14.4 acres.

D. Blais: What is the density allowed? Read ZBA minutes; didn't see demonstrated 14 units. I am trying to see where they get to 20 units. There will be significant blasting for water; vernal pool. How can you build drainage adjacent to a vernal pool and not affect the pool?

D. MacGuire: The ledge probes are at what elevation?

D. Blais: Walk the property; the drainage area has 20 ft bedrock at roof tops of Castle Dr. There will need to be extensive blasting.

D. MacGuire: This plan is a conceptual. We will need to meet the State AOT, and I need to go out to perform test pits. The pond is not exactly in that spot.

P. Madison, 36 Castle Dr.: Sewer easement?

B. Kudrick: I will have to look at the plans. It is a 20 ft. easement.

P. Madison: The easement would be between 38 & 40 Castle Dr.

END 10:35am

ADJOURNMENT

J. Duffy declared the meeting adjourned at 10:35am. The next TRC meeting is scheduled for Thursday, October 6, 2011, Hooksett Municipal Building, 2ND FLOOR ROOM 204.

Respectfully submitted,

Donna J. Fitzpatrick
Planning Coordinator