

**HOOKSETT  
TECHNICAL REVIEW COMMITTEE (TRC)  
MEETING MINUTES  
HOOKSETT MUNICIPAL BUILDING – Room 204  
Thursday, September 5, 2013**

**CALL TO ORDER**

**ATTENDANCE**

**Town Staff:** Diane Boyce (Recycling & Transfer), Carolyn Cronin (Assistant Town Planner), Jo Ann Duffy (Town Planner), Mike Hoisington (Fire), Matthew Lavoie (Code Enforcement Officer), Leo Lessard (DPW Director) and Dan Tatem (Stantec)

**Representing the Applicant:** Keith Coviello (Long Beach Development), Keith Martel (Sterling Homes) and Peter Julia (Keach Nordstrom)

**DISCUSSION**

**Project:** Summit View - Plan #13-26 (private well, private septic)  
Sterling Homes, LLC/Keach Nordstrom Associates, Inc.  
South Bow Rd, Map 12, Lots 1 & 24

K. Coviello presented a proposal for a 38-lot subdivision and roadway access off South Bow Road. 8 lots of the subdivision will be in Bow and 38 lots in Hooksett. They have started the process in Bow. The total area in Hooksett is 100 acres, which is enough for 38 lots. The roadway would be in 2 different sections. There will be a 3-foot transition section from Bow to Hooksett. Included in the proposal is 13 feet of travel way in Hooksett with a sidewalk on one side. From South Bow Road, by the wetlands, drainage heads down to lot 38. All drainage would go into a large detention pond behind lots 23 and 24. Will need a waiver for one wetland crossing. Drainage coming down to Hooksett from Bow. L. Lessard does not have a problem taking care of maintenance, will work with Bow.

J. Duffy stated applicant will need Conservation Commission's approval for the wetland crossing. She suggested making a note of the Pike Industries blasting nearby, need to notify future home owners of the blasting.

A meeting with Bow will be scheduled to discuss road maintenance, trash collection, etc. Road design will be based on what Bow and Hooksett would agree on.

There will be 2600 feet of roadway to Hooksett town line. M. Hoisington stated at least three 30,000 gallons cisterns will be needed on the main road, one by the entrance, one at the other end and another one in the middle.

Discussion whether to require sprinklers. J. Duffy stated the Planning Board can rule on required sprinklers, no waivers will be allowed. K. Martel stated home buyers are not usually receptive to sprinklers. This matter will be revisited.

Discussion regarding open space. Will it be public? A paved area will be required for parking and turn-around. Open space connects with Austin Woods and Bow open spaces.

J. Duffy stated the plan will have to be presented to both Hooksett and Bow Planning Boards. Need to provide two signature lines on the plans for both planning boards.

Hooksett has more requirements on paving than Bow. Applicant will follow each town's paving requirements.

The roads are designed and will be posted with a speed limit of 30 MPH. Town Council's approval will be required for speed limits lower than 30 MPH. Traffic study and offsite improvements will be required. D. Tatem suggested checking the Town's Development Regulations for intersections. He also suggested taking into consideration what the Town needs to do in designing the road, i.e., narrow roads will slow down traffic but will make it difficult for plowing, trash collection and Fire to get through.

Not anticipating any issues with abutters.

J. Duffy stated applicant will need to obtain approval from the ZBA, a 2-month process. Will need approval from ZBA by the time the plan is presented to the Planning Board. The plan can be presented to the Planning Board for completeness hearing prior to ZBA approval.

J. Duffy explained the process of site plan approval.

1. Present the plan to the Technical Review Committee.
2. Schedule a completeness hearing with the Planning Board.
3. Provide Stantec and all Town departments with copies of the plan.
4. Site walk is required for all ZBA exception applications.
5. Need approval from the Conservation Commission. Conservation Commission will schedule a site walk and submit recommendations to ZBA.
6. ZBA decision will be based on Conservation Commission's recommendations.
7. On the 2<sup>nd</sup> month, Planning Board Public Hearing is scheduled. Stantec reviews the plans and submit comments.
8. Planning Board final approval will depend on how quickly Stantec's comments are addressed.

#### **OTHER POINTS OF DISCUSSION**

- Plans also include stone walls. J. Duffy suggested checking the Development Regulations for stone walls.
- Will need a copy of the Condominium by-laws, if there will be one. This will depend on Conservation Commission's decision with regards to the open space.

- Cul-de-sac units will have a maximum of 3 bedrooms. Number of bedrooms is based on the size of the septic.
- There will be impact fees for roadway, safety (Fire and Police), School and recreation for each residential unit.
- New roads need to be accepted by the Town Council and road names have to be approved by the Town Council.
- There will be 5-foot wide paved sidewalks on one side of the road with 4-feet of grass area.
- Hooksett's requirements with paving are different from DOT standards. Applicant was asked to check the Town's Development Regulations.
- Will determine what is needed for guardrails after wetlands crossing is addressed.
- Will require rubber boots for catch basins. Drain will come into the basins.
- Will have property lines along the buffers.
- Planning Board may ask for a Bus Stop at end of the cul-de-sac.
- There is a Town ordinance to have street lights at all street intersections.
- There will be one street tree per lot or 1 for every 50 feet out of right of way.
- Utilities have to be out of right of way.
- Conduits can be on the right of way.
- Mail boxes on the other side of the side walk.
- The applicant was asked to keep waivers to a minimum.

**ADJOURNMENT**

Meeting was adjourned.

Respectfully submitted by:

Evelyn F. Horn  
Administrative Assistant