

TOWN OF JAFFREY
Jaffrey, New Hampshire
PLANNING BOARD
Meeting Minutes
April 14, 2009

Present: Chairman Merrell, Members Deschenes, Grodin, Kresge, Moore and Selectmen's Representative MacIsaac

Absent: Members Foley and McCarthy

Staff: Recording Secretary Lemire

MEETING MINUTES APPROVAL

On a motion by Grodin, seconded by Deschenes the minutes from the March 11, 2009 public hearing were approved as amended. (6-0)

Amendment was as follows:

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limit in that ~~are~~ **area** could be considered.

PRELIMINARY HEARING

Jim Dumont – Small Wind Energy Systems

At the February 10, 2009 meeting the board had a brief discussion regarding windmills. It was the feeling of the board that windmills are a fast rising issue and Jaffrey's zoning ordinance is currently without provisions for them. Mr. Dumont along with members Merrell and Grodin made a visit to the wind farm in Lempster, NH. At the request of Member Grodin Mr. Dumont submitted to the board a packet of information which contained a proposed ordinance with respect to windmills. The board was asked to review the proposal and bring any comments/changes to the next meeting for discussion. The hope is to iron out all of the issues and take it to a public hearing.

Member Grodin stated that the 2009-2010 New Hampshire Planning and Land Use Regulations contains a section pertaining to small wind energy systems. These regulations will become effective as of July 11, 2009.

Member Grodin asked where one could find a small turbine locally. Mr. Dumont stated that there is one in Peterborough at Upland Farm and one in Temple.

CALL TO ORDER

Chairman Merrell called the public hearing to order at 7:30 p.m. The rules of procedure were read aloud. Notice of hearings PB 09-02 was posted in the Town Office building, the Library; copies were sent to the Planning Board, the Conservation Commission, and the Board of Selectmen.

Member McCarthy is absent. Member Moore will vote.

APPLICATION ACCEPTANCE

1. PB 09-02 Pelkey, Stephen (property of Nineteen Stratton LLP), 19 Stratton Rd., Map 239 / Lots 107 & 108, Zone: General Business

Site Plan - The applicant proposes a six unit multi-family structure.

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On a motion by Grodin, seconded by Deschenes the site plan application proposing a six unit multi-family structure was accepted. (7-0)

PUBLIC HEARING – NEW

1. PB 09-02 Pelkey, Stephen (property of Nineteen Stratton LLP), 19 Stratton Rd., Map 239 / Lots 107 & 108, Zone: General Business

Site Plan - The applicant proposes a six unit multi-family structure.

Presentation: Norm Soney - Vorce, Soney and Associates

Appearance: Stephen Pelkey

Mr. Pelkey is representing Hope Alliance, LLC and they are proposing a six unit structure. The site is currently empty due to a fire in May of 2007 which destroyed a 12 unit structure.

The proposed structure will contain 4 two bedroom apartments and 2 one bedroom apartments. Per the zoning regulations stated in section V, 5.10 of the Jaffrey Zoning Ordinance 10 parking spaces have been allocated. Guests will park at the Blake Street municipal lot. The property consists of two lots which will be combined via a voluntary merger. Town water and town sewer are available however there is no drainage in this section of the street. At this time all run off flows down the street towards Main St.

Mr. Pelkey stated that the original driveway was basically a 120 foot curb cut. The new driveway will be circular with a single entry and a single exit. There is also a right of way on the east side edge of the property which was established about 25-30 years ago.

Member Grodin asked if the units would be rental or condominium. Mr. Pelkey stated they would be rental.

Member Grodin asked if there is an approved driveway permit. Mr. Soney stated that the permit had been submitted however the current status is not known.

Mr. Pelkey interjected that he meet with Randy Heglin of the DPW and it was recommended to take out a small radius of the planting/garden area expanding the opening from 11 to 15 feet. This would allow easier access for traffic making a left hand turn into the property.

Member Grodin asked if a written permit has been issued. Mr. Pelkey reiterated that the application has been submitted and a discussion took place but nothing has been received saying it has been approved.

Chairman Merrell stated that a lengthy discussion took place with Fire Chief Chamberlain and there is concern about the 3.5 foot setback on the rear lot line. Specifically, how would they access the building from the rear if there were a fire? Chairman Merrell suggested moving the building 15 feet forward on the lot and put the parking in the rear.

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Mr. Soney stated that Chairman Merrell's suggestion was the first option considered. The problem was that there would not be enough room to turn a car around and because of the configuration of the lot a drive through was not possible.

Mr. Pelkey added that he spoke with Fire Chief Chamberlain the day prior and they went over his concerns. Mr. Pelkey gave two reasons why they were opposed to parking in the rear. One, there was not ample room for cars to turn around and two, if there were a family with small children placing the building so close to the road could create a more of a hazard condition than allowing it to be set back. Mr. Pelkey and Chief Chamberlain did speak of sprinkling the building and according to the Fire Chief if the building had a level III sprinkler done by a Fire Engineer with plans certified through the State he would not have a problem with the close proximity to the rear property line.

Chairman Merrell asked Mr. Pelkey if he was considering sprinkling the building. Mr. Pelkey stated that there are a lot of advantages to sprinkling the building and if the other option is to move the building forward then yes.

Member Doane asked if having a sprinkler system would require an increase to the size of the water main going into the building. Mr. Pelkey replied that there must be a dedicated line. An additional requirement is to have a Knox box for the utility room. The utility room will contain one furnace, 6 individual water heaters with one meter and an emergency shut off. Chairman Merrell asked if each unit will have their own disconnect. Mr. Pelkey stated that each unit will have their own electrical panel.

Chairman Merrell asked for the height of the building. Mr. Soney replied it is 20.8 feet from the ridge line to the ground.

Regarding the dumpster pad, Member Doane asked how they planned to contain any leakage and suggested a gravel trap in the middle of the pad. Mr. Pelkey did not see a problem with doing it however he is not sure that this is the right solution.

Member Grodin asked if water and sewer permits have been obtained. Mr. Pelkey replied that applications have been submitted but the permits have not yet been issued.

Member Doan asked if snow will be removed from the site. Mr. Pelkey confirmed it would be removed.

Member Grodin asked about outside lighting. Mr. Pelkey stated that there will be lights at the entrance for each residence and one down lit low intensity security light on the back of the building.

Member Grodin asked about lights for the parking area. Mr. Soney replied that there is a street light in front of the building.

Member Moore asked how they planned to maintain the back of the building without crossing onto their neighbors land. Mr. Pelkey thought there was enough room to put a ladder up while remaining on his own land. The board asked Mr. Pelkey if he would be willing to remove up to 2 feet from the front flower bed area allowing the building to shift forward 2 feet. This would increase the rear setback to 5.5 feet.

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Mr. Soney suggested that the board may want to review their regulations regarding the downtown area and setbacks. This particular situation seems to prove that you cannot build on the property line.

Selectmen's Representative MacIsaac asked Mr. Pelkey if he had a copy of the comments submitted by the DPW. Mr. Pelkey stated that he had a conversation about them but he did not have a copy. Selectmen's Representative MacIsaac brought it up because in the comments it mentions as a condition of approval that they be involved with drainage and with the water hook-up as it has to be a certain size.

Ms. Elaine Henderson owns rental property at 14 Stratton Rd. and she feels that parking is a real issue. In this economy you cannot guarantee that a one bedroom apartment will be rented by one person needing only one parking space. There is no parking on the side of the street where the structure is being proposed which means the only available parking for overflow is on the opposite side. As for parking at the Blake Street parking lot it has been Mrs. Henderson's experience that her tenants will not use it for parking a second vehicle. Mrs. Henderson also brought up the issue of snow removal. How often will it be removed? If it is not done regularly it will become an issue.

Mr. Pelkey stated that each lease will state that a one bedroom will have one parking space, a two bedroom two parking spaces and so on. As for snow removal it will be done with each snow fall.

Ms. Pauline Rivard is an abutter with a couple of concerns. Will the snow from the parking lot continue to drain onto her property causing her to pump out the basement of her outbuilding and in the past the snow has been pushed up against her building causing damage that she ended up paying for; will this happen again?

Mr. Pelkey stated that if he causes any damage he will be responsible for the repair.

On a motion by Grodin, seconded by Doane the board determined that the application was not one of regional impact. (6-0)

There being no further questions Chairman Merrell closed the public hearing.

PUBLIC HEARING – CONTINUED

None

DECISIONS

1. PB 09-02 Pelkey, Stephen (property of Nineteen Stratton LLP), 19 Stratton Rd., Map 239 / Lots 107 & 108, Zone: General Business

Site Plan - The applicant proposes a six unit multi-family structure.

On a motion by MacIsaac, seconded by Doane the site plan application proposing a six unit multi-family structure was approved as presented and in accordance with testimony given subject to the following conditions. (6-0)

Conditions:

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1. Lots 107 and 108 to be merged by a Voluntary Merger.
2. Driveway permit to be obtained.
3. Water/sewer permit to be obtained.
4. The structure will be moved forward 24 inches.
5. The drainage plan is to be reviewed and approved by the Department of Public Works prior to issuing the certificate of occupancy.
6. Must adhere to the April 10, 2009 letter from Fire Chief Chamberlain.
7. As built plans to be submitted.

OTHER BUSINESS

- Local Officials Workshop will be held on June 9, 2009 at the Rindge recreation building.
- Chairman Merrell asked Secretary Lemire if Building Inspector Baron had followed up on any of the issues discussed at the March meeting (i.e.: excavation on Lehtinen Rd and Kimball's parking lot). Recording Secretary Lemire stated that Mr. Mike Kimball of Kimball's Ice Cream, Building Inspector Baron, Interim Building Inspector Jim Dumont, Jaffrey Fire Chief David Chamberlain and JDK Striping all met at the Kimball's site to discuss striping the lot. Although a date was not set it was agreed that the striping was necessary and it would be done. As for Lehtinen Rd., a letter has not been sent.
- CIP –
Chairman Merrell reminded the board that back in December the Capital Improvement Plan was presented to the board and at that time they spoke of forming a committee to review the plan and offer recommendations for next year. Central NH Regional Planning Commission came up with a CIP program which consists of a committee meeting approximately eight times to address various issues (i.e.: how the CIP relates to the Master Plan).

The Budget Committee meets in December and any approval by the Planning Board should be to the Town Manager no later than October so there is time to review it and pass it on to the Budget Committee. Chairman Merrell suggested that if a committee is formed that the Planning Board should be in a position to act on it by September, no later than October. This gives the committee approximately 4 months to do the necessary work.

The job of the committee will be to review the requests by the department heads for capital expenditures for the next five years, establish priorities for the various projects, establish the connection with the master plan and interview the department heads to determine what is real.

Following the discussion it was determined that the committee would consist of Planning Board members John McCarthy and Rob Deschenes. Invitations to join the committee will be extended to Joanne Carr, Director of Planning and Economic Development and Town Manager Mike Hartman. Selectmen's Representative MacIsaac will speak with the Town Manager on the subject. The board would also like to have an interested citizen on the committee so a press release will be placed in the local newspaper.

- Density in the General Business Area –
Member Kresge mentioned the Pelkey project and asked what would happen if it was not in the Main St. area. In terms of density, GB has one acre zoning and grows from there so a 16 unit building

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would require two acres. Typically the general business area is where you want it to be dense. Member Kresge used the WW Cross site as an example stating that if a mixed use project was planned for the site, as nice as it may be, the applicant would have to seek a variance if reasonable density was being sought. Member Kresge did not have a specific proposal at this time but rather wanted to put it out there for the board to think about.

ADJOURNMENT

The meeting adjourned at 8:45 p.m.

Submitted:

Erlene R. Lemire
Recording Secretary

Attest:

Edward Merrell
Chairman
Jaffrey Planning Board