

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

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

**Absent:** None

**Staff:** Clerk Phyllis Symonds, Building Inspector Baron,

**MEETING MINUTES APPROVAL**

On a motion by Grodin, seconded by Dechenes the minutes from the June 9, 2009 public hearing was approved (7-0)

**PRELIMINARY HEARING**

- Mike Guitard – Jaffrey Auto

Member Dechenes recused himself.

Mr. Guitard representing Mr. Ralph Cody owner of Jaffrey Auto located at 26 Fitzgerald Dr. The owner is proposing to expand his existing building 1800 sq feet. The proposed expansion will be to add a garage bay for bus repair and an office for the bus co. Mr. Guitard requested a site review before the August Planning Board Meeting. The site review was scheduled for Tuesday July 21<sup>st</sup> 5:00 PM at Jaffrey Auto.

**CALL TO ORDER**

Chairman Merrell called the public hearing to order at 7:36 p.m. The rules of procedure were read aloud. Notice of hearings PB 09-06 and PB 09-07 was posted in the Town Office building, the Library; copies were sent to the Planning Board, the Conservation Commission, and the Board of Selectmen.

**APPLICATION ACCEPTANCE**

1. PB 09-06; The Ark, Inc., 241 Dublin Rd., Map 219 / Lot 1, Zone: Rural (without town water)

Technical Subdivision - The applicant proposes a lot line adjustment.

On a motion by McCarthy, seconded by Doane the site plan application proposing a lot line adjustment was accepted. (7-0)

2. PB 09-07; Hope Fellowship Church, Prescott Rd., Map 256 / Lot 3.3, Zone: Rural (with town water)

Site Plan - The applicant proposes a multi-use building (church) with associated parking and drives.

On a motion by McCarthy, seconded by Doane the site plan application proposing a multi-use building (church) with associated parking and drives was accepted. (7-0) Member Grodin recused himself. Member Moore voted.

**PUBLIC HEARING – NEW**

1. PB 09-06; The Ark, Inc., 241 Dublin Rd., Map 219 / Lot 1, Zone: Rural (without town water)

Technical Subdivision - The applicant proposes a lot line adjustment.

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Norman Soney of Vorce and Soney was present stating he has a problem with interpretation of the definition of a technical subdivision and requested a letter be read into the record waiving that paragraph due to possibility of restricting future subdivision of these large lots. Board feels there is no problem. Mr.Soney went on to clarify the portion of one lot being subdivided to be merged with the second lot.

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

2. PB 09-07; Hope Fellowship Church, Prescott Rd., Map 256 / Lot 3.3, Zone: Rural (with town water)

Site Plan - The applicant proposes a multi-use building (church) with associated parking and drives.

Presentation: Kirk Stenerson of Higher Design, PLLC

Appearance:

Member Grodin recused himself. Member Moore voted.

Kirk Stenerson representing Hope Fellowship Church gave a presentation of the proposed site plan for a multi-use building (church) with associated parking and drives.

Hope Fellowship Church is proposing a site plan for a 10,400 sq ft multipurpose building (Church) and parking located on the west side of Prescott Road. This is a multipurpose building for Church activities. The plan shows a future 10,000 sq ft addition in light tan. The property is a 20 acre parcel, currently a wooded site. The driveway to the site is 24 ft wide with 2 foot shoulders. The driveway does cross wetlands however a Special exception was granted by Zoning Board in April of 2008. DES wetlands permit was issued in the spring of 2008. The water runoff from the building is directed to a closed drainage system. Septic system is proposed to go in the front of the building and Water is proposed to tie in with the water system.

Chairman Merrell referred to DPW Randy Heglin's letter with a lot of questions. Mr.Stenerson did meet with Doug Starr today to go over the list of questions.

- (1) Grease trap
- (2) Lack of information as to the water requirements for domestic use and fire flow. He (Mr.Stenerson) will have to look at this to make sure in compliance with fire code. Fire Chief Chamberlain didn't see it as an issue. He has a copy of the application for connection to water system that was made in April 08. The Church is looking for the cancelled check for proof. He will sit down with Chief Chamberlain and Director Heglin to see what they want for separating the domestic water service from the sprinkler system.
- (3) Size of supply line for the sprinkler system should be certified by an engineer. He will have this done as he cannot certify it himself
- (4) Addition of an 8" gate valve at the exterior of the building. He will make this modification
- (5) Hydrant location. He will go over this with Fire Chief
- (6) Specifications relative to the water main, hydrant or gate valves. Doug Starr will supply him with a copy of DPW standards.
- (7) 90 degree bends in the water main. He will go over this with the Fire Chief and Director Heglin

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- (8) Elevation and topographic data tied to a known existing datum. He will meet with Director Heglin to go over this.
- (9) Information as to the benchmark. This is on sheet 7 as part of the septic system
- (10) Driveway permit. This application was submitted at the same time as the wetlands permit.
- (11) Management practices during construction of the driveway parking lot and drainage construction. This is outlined on Sheet 8
- (12) Catch basins mislabeled. This will be modified.
- (13) Diameter of the drainage pipes are shown off to the side on the plan
- (14) Offsite flows are actually reduced and does not come close to overtopping of roadway in the event of a 50 year storm. It is explained in the drainage report.
- (15) test pit information. Numbered on sheet no 2 actually submitted on an 8 ½ x 11 paper attached.
- (16) Underground or aboveground fuel storage. This has not been determined at this time.
- (17) Low energy lighting. There is a note on sheet 4.

Comments made by the Building Inspector have been addressed. Richard Drew is the surveyor and he will have his stamp applied concerning bounds and dimensions. The Zoning District boundary will be shown for the proximity to the Industrial Zone. State Site Specific Permit is pending, submitted early in June, expects to receive within the next 15 days.

Member Moore asked about elevations on the basement. Small section of the building has a basement approximately 2300 sq ft where utilities will be located. It is on the back side of the building.

Member Moore asked how many people this space allows. Sanctuary is 351. Parking is for 200.

Member Doane asked about snowmelt runoff. Mr. Stenersen pointed out the woodland buffer of well over 75 feet will treat the runoff. Member Mac Isaac asked about the strategy of storm runoff through the drainage system.

Member Moore asked how the size of the septic system is determined. It is determined by the number of people, in the sanctuary. It is 3 gals per day per person and for church suppers is 12 gals per person. He also asked what if it is changed to a school. He did not have that number but it would be based on number of students. The capacity of this system is 3600 gals per day.

Member Kresge asked what the procedure is for getting permitted for fuel storage. It is governed by DES.

Member Moore asked who is responsible for maintenance of the retention ponds over the future years. It is the responsibility of the owners. The Town has the right to inspect.

Member Dechenes asked what the plans of usage is. Mr. Stenersen explained Sunday morning Service and sporadic usage evenings for committees and social events.

Member Kresge suggested hours of operation, perhaps 8AM to 11PM.

Member MacIsaac asked about the distance of the proposed driveway to the entrance to Millipore. Building Inspector has not measured it but expects it will be 150 to 200 feet apart. At times large Millipore traffic would be entering and exiting it would not coincide with the Church's large usage time. i.e. Sunday mornings or church suppers.

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Member Doane asked if there are any existing easements not shown on the plan. Building Inspector stated there are none to his knowledge.

Richard Grodin commented as a member of the audience, not an abutter but living on Prescott Street. He favors this proposal but Prescott Road intersection with Route 124 needs to be looked at.

A letter was received from Roberta Grant, 448 Turnpike Road stating concerns with traffic as there have been numerous accidents at this intersection. She commented on her backyard privacy and her sharing the quiet with wildlife. She is also concerned about noise, shutting of car doors and outside activities.

The board has concerns of future multiuse as a school and for items on DPW Directors and Building Inspectors checklists.

**There being no further questions Chairman Merrell continued the public hearing.**

**DECISIONS**

1. PB 09-06; The Ark, Inc., 241 Dublin Rd., Map 219 / Lot 1, Zone: Rural (without town water)

Technical Subdivision - The applicant proposes a lot line adjustment.

On a motion by Deschenes, seconded by Doane the application was approved as presented and in accordance with testimony given. (7-0)

2. PB 09-07; Hope Fellowship Church, Prescott Rd., Map 256 / Lot 3.3, Zone: Rural (with town water)

Site Plan - The applicant proposes a multi-use building (church) with associated parking and drives.

The hearing was continued to the August 11, 2009 meeting.

**PUBLIC HEARING – CONTINUED**

None

**OTHER BUSINESS**

- Sign ordinance – revisions

Mark Kresge pointed out three changes made to the ordinance revisions:

- (1) section 14.6 deleted replaced with Reserved, This is picked up in 14.12
- (2) Section 14.12.3 there is an addition -Upon review of application, the Board of Selectmen, or their designee shall approve the sign permit provided that the sign meets all requirements of the ordinance and all other applicable electrical, life safety and building code requirements.
- (3) Section 14.13 Appeals. This had been simplified now reading – shall have the power to review the administrative decision and determine whether the permit criteria specified in the ordinance have been applied correctly.

A public hearing should be scheduled for the August 11<sup>th</sup> Planning Board Meeting

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- Wind Turbine Ordinance – Jim Dumont, Small wind Energy Committee was present.

Members Grodin, Merrell, Dumont and Kresge reviewed the proposed ordinance.

Chairman Merrell stated he found there is an International Technical Commission for construction standards for wind turbines and he wondered if this should be referenced in the ordinance. This is to insure manufacturers and users are on the same page.

Mr. Dumont feels manufacturers probably have copies of these standards and therefore he does not feel they need to be referenced in the ordinance.

Member Grodin feels we should go ahead with the way the proposed ordinance is now and if necessary this could be reviewed later. Member Grodin asked if this draft addresses small units; what happens with large commercial units. They would come under the State.

Chairman Merrell will distribute copies of the International Technical Commission 61400. He will also distribute Procedures for conditional use permit and a checklist of requirements.

A discussion was held as to what size comes under Small Wind Turbine and number of units. Mr. Dumont feels this is covered under the State Law. A discussion was also held concerning giving power back to PSNH grid. This is another procedure which has to be done through PSNH.

Member Grodin felt we should put the allowable size back into the ordinance.

Member Deschenes suggested we address other ordinances restricting structure height exempting small wind energy systems.

- Capital Improvement Plan is being worked on. A draft will be presented for approval of the Planning Board in October as an advisory document.
- Downtown Master Plan Committee is scheduled to meet July 30<sup>th</sup>. A public meeting will be held at the Civic Center on 27<sup>th</sup> of August for input from Business and Residents.

**ADJOURNMENT**

The meeting adjourned at 9:14 p.m.

Submitted:

Phyllis Symonds  
Recording Secretary

Attest:

Edward Merrell  
Chairman, Jaffrey Planning Board