

**TOWN OF JAFFREY**  
**Jaffrey, New Hampshire**  
**PLANNING BOARD**  
**Meeting Minutes**  
**September 15, 2010**

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

**Absent:** Members Kresge and Grodin

**Staff:** Recording Secretary Lemire, Building Inspector Baron, Jo Anne Carr, Director of Planning and Economic Development

**MEETING MINUTES APPROVAL**

On a motion by McCarthy, seconded by Doane, the June 8, 2010 minutes were approved as submitted. (6-0)

**PRELIMINARY HEARING**

Ed Harrington – Fox Run Lane

Although Mr. Harrington had been placed on the agenda as a preliminary hearing he was not present. Since he was not present to address the board's concerns Chairman Merrell proposed sending a letter to the Board of Selectmen to the affect that until they receive the information regarding erosion control, septic system, grades and filing a hold harmless freeing the town from responsibility should they be unable to make their way down to the property in the event of a fire or other emergency that the Board of Selectmen do not authorize a building permit. There is presently a structure near the water and it is believed that Mr. Harrington intends on expanding it to make a 3 season building. This action would require a building permit.

Ms. Jo Anne Carr, Director of Planning and Economic Development suggested that the letter go over to the Fire Chief, David Chamberlain, for his input/recommendations for the driveway prior to sending it to the Board of Selectmen.

Selectmen's Representative MacIsaac asked if the letter would address the safety issue of the driveway. Chairman Merrell replied only to the point of run-off and erosion. Anything further will depend on comments from the Fire Chief – such as does he have a problem moving his trucks down a 20% grade.

Following discussion amongst the board a motion was made by Doane, seconded by Deschenes to issue a letter to the Board of Selectmen recommending that a building permit, if applied for as indicated in the DES approval, not be authorized. Roll call: Ayes – McCarthy, MacIsaac, Merrell, Doane, Deschenes. Nays – Moore.

Chris Raymond (Intervale Construction) – Plantation Dr.

Mr. Matt Tolman owns and operates Intervale Construction in Dublin. The company has been there for approximately 12 years and recently they found the need for a larger facility and shop. They have been looking in many areas but for one reason or another they have not been able to find the perfect match.

They recently came upon four lots for sale in the industrial park on Plantation Dr. The lots are owned by Eastern Quad and they are interested in possibly the first two cleared lots. With specific questions in mind Mr. Raymond would like to discuss with the board the possibility of purchasing and operating their business at this location.

**TOWN OF JAFFREY**  
**Jaffrey, New Hampshire**  
**PLANNING BOARD**  
**Meeting Minutes**  
**September 15, 2010**

Mr. Raymond stated that the ordinance is not very clear on what is allowed in the industrial district. It seems to mention everything except excavation, storage of large construction equipment and being able to operate a business of that nature.

Some of the questions asked were:

Are there any restrictions on building size, height or type of construction? Chairman Merrell stated that there are setback regulations in addition to a height limit of 45 feet. A variance to either of these can be sought from the Zoning Board of Adjustment.

Regarding outside storage – although they would like to have a structure where equipment is parked inside what type of screening, in addition to parking behind the building, would be required for equipment outside. Chairman Merrell stated that the main concern with equipment storage is leakage of fuels. All outside storage of vehicles with fuel oil must be on an impervious surface and a storm water plan will be required. As for storage of fuels, a containment system, adequate for the size of the tanks, would be required. Member McCarthy suggested speaking with the DPW Director regarding best management practices.

Chairman Merrell asked if there was a slope problem on the property. Mr. Raymond acknowledged that the lots of interest do slope down to a swamp back but he does not believe it to be a problem. That is part of the reason for his interest in these two lots. Chairman Merrell cautioned him about the 75 foot wetland setback requirement and suggested hiring a Wetland Scientist to delineate the area. Member McCarthy mentioned that the property is 2,000 feet more or less from the town well and the swamp area on the subject properties is part of the town aquifer.

Will fire suppression be required? Chairman Merrell replied that the Fire Chief comments to the board on all applications and he may recommend a sprinkler system. Ms. Carr suggested that Mr. Raymond speak with the Fire Chief about what his options may be regardless of where he may decide to build in town.

Landscaping plan – what will be expected? The board felt that being consistent with the surrounding businesses would be appropriate and all lighting must be downcast. Mr. Raymond felt that would be reasonable.

Member Deschenes asked for the number of employees. Mr. Raymond stated that it varies a lot but presently there are five. A year ago he had 16. Member Deschenes mentioned it because they would have to allow for employee parking. Selectmen's Representative MacIsaac asked about the hours of operation. Mr. Raymond estimated regular hours to be 5:00 AM to 6:00 PM but during snow storms it could be around the clock because of plowing. To cover any emergencies he would ask for 24 hours a day.

Member Doane asked how much traffic would be added to the area; how many trips a day did they anticipate their trucks making. Mr. Raymond estimated the average to be between 6 and 12.

Member Doane asked if sand and salt would be stored on site. Mr. Raymond replied that they would like to. Member Doane commented that it would have to be addressed because of the proximity to the wetlands. When asked if it can be done Member McCarthy replied that it probably can but the question may be how expensive will it be to follow the best management practices? Speaking with the DPW may be helpful. When asked about snow storage Mr. Raymond stated that they would not bring snow on-site. Chairman Merrell pointed out that they will need designated areas for storage of the snow plowed on site.

When asked if there would be any other material storage on site Mr. Raymond asked if the storage of bark

**TOWN OF JAFFREY**  
**Jaffrey, New Hampshire**  
**PLANNING BOARD**  
**Meeting Minutes**  
**September 15, 2010**

mulch, hard pack or stone in concrete bins would be allowed and could they sell to other landscapers or would it be limited to their own use. They would not be selling to homeowners. Chairman Merrell did not see an issue but again because the DPW deals with storing such materials it was suggested that he speak with them regarding BMP's.

Mr. Raymond asked if he could have two curb cuts or only one. Ms. Carr thought that the regulations allowed for two and possibly two per lot.

Mr. Raymond asked if the board would frown upon a "hoop house" for storage/shop/office. Approximately 35% would be cold storage with electricity only. They can be purchased as large as you like, they usually deliver within a week's time, they are clear span and they are affordable which would allow him to build something large enough to put everything inside. They are considered a temporary structure and in most towns are non-taxable. Ms. Carr referenced the noise ordinance and asked if it could be adhered to in such a structure. Chairman Merrell mentioned that the board would be looking for an energy efficient structure. Selectmen's Representative MacIsaac asked if they would be using a temporary structure as a permanent structure. Mr. Raymond explained that they can be put on a foundation or directly on the ground with paving underneath. Member Doane asked if a foundation would make it a permanent structure. Chairman Merrell stated that they would prefer a traditional structure.

**CALL TO ORDER**

Chairman Merrell called the public hearing to order at 7:30 p.m. Notice of the meeting 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**

None

**PUBLIC HEARING – NEW**

None

**PUBLIC HEARING – CONTINUED**

None

**DECISIONS**

No Action

**OTHER BUSINESS**

- Road/Driveway Standards - update

Member Moore stated that he and Member McCarthy have had a couple of meetings to discuss road standards. A document titled Town of Jaffrey, Class VI Road Policy was distributed to all members. Moore commented that the more he and McCarthy read the document the more they liked it however they are asking that the board review it and comment.

Member McCarthy pointed out that some of the attachments to the policy need to be looked at and perhaps adjusted as they were unable to verify some of the road distances. Member McCarthy

**TOWN OF JAFFREY**  
**Jaffrey, New Hampshire**  
**PLANNING BOARD**  
**Meeting Minutes**  
**September 15, 2010**

reiterated the suggestion that the board reviews the document. If changes need to be made then they can be addressed. If there are no changes then they can move it forward to the Selectmen with the board's approval.

Selectmen's Representative MacIsaac asked what happens once it goes to the Selectmen. When does a policy become a regulation or an ordinance? Ms. Carr replied that the Selectmen would adopt it and that would be the guidelines for when and how a building permit would be issued on a class VI road. For example, a building permit on a class VI road would not exceed a distance of more than 600 feet from the intersection of a class V road. In addition to the boards review Ms. Carr suggested sending the document to the DPW for clarification and affirmation.

The board discussed class VI roads and the maintenance of them. Chairman Merrell asked members Moore and McCarthy to discuss and agree on language to put into their standard regarding maintenance and responsibility.

Ms. Carr asked if the board wanted to consider defining private roads. There are also private roads, lanes and ways which the board may want to address in some form of definition through the regulations. This would lend clarification when people come in for driveway permits – are they requesting a permit off a class V, class VI or private road?

Member McCarthy asked if driveway standards should be regulations or standards. Ms. Carr recommended they be stand alone regulations. The way they currently are they only apply to subdivisions.

Chairman Merrell reminded the board that the Engineer for Mr. Harrington (Fox Run Ln.) had pointed out that the driveway standards are vague and from an engineering or construction point of view they do not lend any guidance.

**ADJOURNMENT**

The meeting adjourned at 9:30 p.m.

Submitted:

Erlene Lemire  
Recording Secretary

Attest:

Edward Merrell  
Chairman, Jaffrey Planning Board