

**MINUTES OF THE MEETING
PLANNING BOARD
June 30, 2015
7:00 PM**

MEMBERS PRESENT: Robert Smith, Chairman; Edward Bannister; Ryan Crosbie; Lou Ann Griswold; John LaCourse, Selectmen's Rep. & David Cedarholm, Alternate

OTHERS PRESENT: Sally Novell; Paul Tuck; Attorney, Chris Wyskiel; Jeff Garrett, MJS Engineering; Bonnie Winona; Josh Cilley; Walter Cheney; Walter W. Cheney; Angela Moynihan, Caren Rossi, Planning & Zoning Administrator

Robert Smith, Chairman opened up the meeting at 7:00PM.

Review and Approval of Draft 06/18/15 Meeting Minutes

David Cedarholm made a motion to approve the minutes.
Lou Ann Griswold second.
Vote: all, minutes approved.

Review and Approval of Draft 06/23/15 Meeting Minutes

The approval of this meeting was continued to the next meeting on July 09, 2015 as the majority of the members have not had enough time to read them.

Report of officers and committees

Lou Ann Griswold reported that the Master Plan survey is out with a return date of July 6. Then they will be made available at the town hall, the library, the website and sent out to all who receive the e-crier. They expect results to be back and tallied in August.

Robert Smith, Chairman explained that he wants to schedule a site regulations review workshop at the next meeting on July 9.

Review any correspondence

None

Old Business

A continued public hearing on an accepted Site Review application for a proposed Child Daycare Facility, with 2 rental apartments located on the second floor. The property is owned by Three Swallow Properties, LLC. Ed Bannister is the applicant/agent. The property is known as Lee Tax Map #11-06-0200 and is located at 5 Mast Road, Lee NH. This is a possible final public hearing.

Ed Bannister explained that he had made revisions to the plans that increase the number of parking spaces by 1. He added landscape timbers to the plans as well as the dimensions of the spaces. He met with George at NHDOT and explained to him about removing the hot top in front of the building and added greenery. He is waiting for Georges' written reply. If George approves of him doing this, he will do it.

David Cedarholm asked if the well was a drilled well and if Mr. Bannister was aware that it would be considered a community water system per the states regulations with the proposed occupancy load?

Ed Bannister replied that it is a drilled well that they recently hydro fracked.

Angela Moynihan explained that she will be running the daycare and is fully aware of the community water system requirements for the state. This will be monitored by the state per the licensing agreement.

David Cedarholm discussed with the application the states requirement of the community water system.

Angela Moynihan spoke to the concerns of the number of parking spaces. She explained that she currently has a center on Joe Ford Rd in Lee. She is licensed for 20 kids, and has 4 staff. People come and go quickly; it's very different than stores. She feels that there will be adequate parking at this site, if not; she would not want to move her business here.

David Cedarholm asked when she increases to 32 kids, will she then have enough parking?

Angela Moynihan replied yes, and also during the day when all the kids are there is when she is fully staffed. At drop off and pick up they are not fully staffed. She is there alone for the first hour, then 45 minutes later another staff member comes in etc. When all the kids are there, that is when the last staff member arrives.

John LaCourse asked if he will remove the pavement along the front and plant grass.

Ed Bannister replied yes, he would be doing that. He heard the Boards concerns and will address them.

Public comment

Bonnie Winona MacKinnon, 3 Mast Rd stated that she is happy he will be removing the pavement. Having 30 years of ownership/experience, she doesn't want the entrance to be continuously blocked to her property. Her tenants have a handicap son and they need access. She reviewed the proposed parking numbers. Currently she has a staff of 4 and 20 kids with 8 spaces. Proposed they have a staff of 5, 5 apartments and 32 kids. That is 50% more kids and only 20% more parking.

Angela Moynihan explained that her program has multiple ages in some families. Three families have 3 kids in her program and they all come in one car.

Robert Smith, Chairman asked if she ever has all the spaces full.

Angela Moynihan replied that she always has a parking space available. She explained that she has a manual that she would happily add the parking concerns to it and how they are to handle parking.

Bonnie Winona MacKinnon continued and asked if the concerns of the parking space size at the last meeting had been addressed?

Robert Smith, Chairman stated yes, the spaces have been redesigned.

Bonnie Winona MacKinnon asked if Mr. Bannister will be doing a storm water analysis.

Ed Bannister replied that there is no change to the building.

Bonnie Winona MacKinnon explained that when the building was rebuilt the roof line has been extended and it now drains on her property.

Robert Smith, Chairman stated he feels this is a civil matter and what would she like to see happen?

Bonnie Winona MacKinnon stated she would like the overhang not on her property. She wants to make sure that his overhang does not hurt her property. She feels the property is busting at the seam, it is overused. She also stated that in the regulations parking spaces need to be setback a minimum of 3' from the ROW.

Caren Rossi read the regulations confirming this. She explained that the applicant could request a waiver for this and the Board may or may not grant it.

John LaCourse asked if she would feel more comfortable if they were to put a gutter on her side of the 5 Mast Rd building?

Bonnie Winona MacKinnon felt that would help.

David Cedarholm summarized the parking spaces. A total of 14 spaces. 5 for the tenants/rental, 5 for employees and that leaves 4 for the drop off and pick up of the kids etc. He felt this was very tight quarters. It doesn't leave any place for snow, and when it snows, it will displace the timbers and then there will be no delineation.

Ed Bannister explained he will be plowing the snow into the play areas. He has looked into these concerns as he wants the business to be a success. He is very confident that with the proper property management there will not be any issues.

Robert Smith, Chairman stated that he too is concerned with snow removal and parking.

Ed Bannister commented that he feels by the time the snow arrives the clients will be used to the parking etc.

Angela Moynihan explained that she is in constant contact with the parents and if there is an issue she will immediately address it with the parents.

Bonnie Winona MacKinnon replied that she is sure that Angela will want everything to run as smooth as possible, but what if the business changes hands?

Lou Ann Griswold stated that she respectfully disagrees with Dave. She feels that adding the two more spaces with a few more kids they are keeping the ratio the same. The staff will be staggering in and out as will the kids.

David Cedarholm asked that the septic plan be part of the packet as well.

John LaCourse asked why there is not a vegetated buffer on the town hall side of the property. He doesn't feel there should be just a fence, he feels there should be some vegetation planted.

Ed Bannister replied he doesn't have a problem doing this and will add it to the plan.

Floor closed at 8:10PM.

The Board discussed the waiver requests. It was determined that as the plan is proposed, two additional waivers will need to be requested.

- 1.) V-B Each parking space must be clearly marked
- 2.) V-C 4 No parking spaces shall be located closer than three feet to an abutting structure, sidewalk or public street.

Lou Ann Griswold made a motion to grant the waiver request to the size of the parking spaces, allowing the spaces to be 9' x 18' in size.

Ryan Crosbie second.

Vote: Yes Majority
 No David Cedarholm

The Board discussed the waiver request for the aisle width.

John LaCourse noted that the actual isle width behind the handicap space is 18'.

The Board discussed this and it was determined to send the plan to Jay Stephens at Civil Consultants to give us his opinion on parking.

The Board continued this hearing until July 23, 2015 at 7pm to allow for the applicant to make changes and send the plan to Civil Consultants for review.

A continued accepted Subdivision Application presented by Mike Sievert, MJS Engineering, Agent for Walter Cheney. The properties are owned by Southeast Gravel Corp & Cheney Lee Property, LLC. and are located on Pinkham Rd; Calef Highway and Newtown Plains Rd. They are known as Lee Tax Map #03-04-00; #03-01-00; #03-07-00; #03-09-00 #03-02-00; & #03-08-00. The applicant is proposing an Open Space Residential Development consisting of 31 lots -26 single family lots and 5 duplex lots. This is a possible final public hearing.

Jeff Garrett, MJS Engineering explained the reclamation plan and how it coincides with the phased development. The reclamation will be complete 12 months after the base coat of pavement is complete. Not the final pavement. It will be done in three phases, the different areas per phase are shown on the plan in three different markings. (In file)

The Board felt this reclamation plan was a great improvement. They also discussed the release of the reclamation bond, currently \$100,000. It was determined that it would be released along with the phases at Civil Consultants recommendations.

Jeff Garnett asked the Board if administratively he could work with Caren and Civil Consultants to possibly change the drainage on lots 9 thru 16.

The Board agreed.

Robert Smith, Chairman asked if the applicant would be willing to located the driveway to 44 Pinkham Rd to the new road? This will help with the abutters concerns of access, site distance and traffic.

Walter Cheney said he would be willing to look into doing this and would possibly do this if it was feasible.

John LaCourse asked about the buffer zone that Bob Moynihan was inquiring about at the last meeting.

This area was discussed and it was determined that trees will be planted at the south west corner of Open Space C to ensure a visual vegetated buffer to Civil Consultants satisfaction.

The Board discussed the waivers requested. They had no issues on either of them. They also discussed that they are an actual package and agreed to vote on them as such.

Lou Ann Griswold made a motion to grant the waiver requests as submitted. (In file)

Lee Subdivision Regulations Section V, 5:01 Design Criteria & Section V, Section 5:01. 13.

Ryan Crosbie second.

Vote: majority, waivers granted

The Board discussed the application in general.

Ryan Crosbie commented that he feels the reclamation plan is a great improvement and has no further issues.

Robert Smith, Chairman and the other Board members agreed.

Ryan Crosbie made a motion to approve the application subject to the following conditions.

- Add to Note #4, "Original Tracts"
- All maintenance of the drainage easement is added to the covenant documents and maintenance plan as well as final plan set.
- Covenants and/or homeowner documents are reviewed and approved by the Towns attorney at the applicants' expense.
- Any and all applicable state permits.
- The submitted Reclamation Plan will be completed as submitted and the reclamation bond will be reduced in the phases accordingly per Civil Consultants recommendation.
- The applicant has the option to relocate the existing driveway of the west abutter, currently owned by Josh & Emily Cilley. To access off of the newly proposed road. This is a change that can be made administratively.
- Trees will be planted in the South West corner of Open Space C to ensure a visual vegetated buffer to Civil Consultants satisfaction.
- Drainage changes may be allowed administratively on lots 9-16.

Ed Bannister second.

Vote: all application approved.

Ryan Crosbie made a motion to adjourn at 10:30PM.
Ed Bannister second.
Vote: all, motion carried, meeting adjourned.

MINUTES TRANSCRIBED BY:

Caren Rossi, Secretary

MINUTES APPROVED BY:

Robert Smith, Chairman

Ryan Crosbie

Lou Ann Griswold

David Cedarholm, Alternate

John LaCourse, Selectmen's Rep

Edward Bannister