

1 **LONDONDERRY, NH PLANNING BOARD**
 2 **MINUTES OF THE MEETING OF NOVEMBER 4, 2015 AT THE MOOSE HILL**
 3 **COUNCIL CHAMBERS**
 4

5 Members Present: Art Rugg, Planning Board Chair; Lynn Wiles; Chris Davies; Jim
 6 Butler, Ex-Officio; Giovanni Verani, Ex-Officio; Rick Brideau, CNHA, Ex-Officio;
 7 Scott Benson; Leitha Reilly; Al Sypek, alternate member; Ann Chiampa, alternate
 8 member; and Ted Combes, alternate member
 9

10 Also Present: Cynthia May, ASLA, Town Planner and Planning and Economic
 11 Development Department Manager; John R. Trottier, P.E., Assistant Director of
 12 Public Works and Engineering; and Nicole Doolan, Planning and Economic
 13 Development Department Secretary
 14

15 Attachments: Refer to Pages 15 to 19.
 16

17 A. Rugg called the meeting to order at 7:00PM. He appointed A. Sypek to vote for
 18 M. Soares until she arrives.
 19

20 **Administrative Board Work**
 21

22 A. Approval of Minutes – October 7 and October 14, 2014
 23

24 **L. Wiles made a motion to approve and sign the minutes from the**
 25 **October 7, 2015 meeting. R. Brideau seconded the motion.** No
 26 discussion. **Vote on the motion: 9-0-0.**
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28 **L. Wiles made a motion to approve and sign the minutes from the**
 29 **October 14, 2015 meeting. R. Brideau seconded the motion.** No
 30 discussion. **Vote on the motion: 7-0-2.**
 31

32 **(J. Butler and G. Verani abstained as they did not attend the October**
 33 **14, 2015 meeting).**
 34

35 Minutes for October 7 and October 14, 2015 were approved and signed at the
 36 conclusion of the meeting.
 37

38 B. Regional Impact Determinations – 71 & 77 High Range Road Subdivision Plan,
 39 Map 5 Lots 50-4 and 50-5; and Planeview Self-Storage Facility Site Plan, Map
 40 14 Lot 13-4
 41

42 C. May stated that Staff recommends the aforementioned projects are not
 43 developments of regional impact, as they do not meet any of the regional
 44 impact guidelines prepared by Southern NH Planning Commission (SNHPC).
 45

46 **L. Wiles made a motion to accept Staff’s determination that this**
 47 **project is not a development of regional impact. R. Brideau seconded**
 48 **the motion.** No discussion. **Vote on the motion: 9-0-0.**
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C. Discussions with Town Staff

J. R. Trottier had no comments.

A. Rugg inquired about Pettengill Road. J. R. Trottier stated the wearing course of pavement has been placed and the new traffic lights should be working shortly.

o Plans signed:

o Market Basket Redevelopment Site Plan (on October 9, 2015)

She stated Eversource inspected the Market Basket property for the best placement of electric service. It was determined best to begin the placement of it at the back of the existing Market Basket store. Several poles will be set along the back to service the new addition from that point underground. She also asked the Board to consider approval to allow staff to handle administratively and stated it would be accounted for in the as-built plans. A. Rugg stated it was the consensus of the Board to approve handling this administratively.

o Towne Fair Tire Site Plan (on October 9, 2015)

The Board had no comments.

A. Rugg stated Town Hall will be closed on Wednesday, November 11, 2015 (Veteran's Day), and there will be no Board meeting on this day as well. The next Board meeting will be on Wednesday, December 2, 2015.

Public Hearings/Workshops/Conceptual Discussions

A. Application Acceptance and Public Hearing for formal review of a site plan ("Cabonnay Wine House Bistro") to construct a 2-story wine house bistro and associated improvements at 6 and 8 Mohawk Drive (Tax Map 6 Lots 37 and 38, Zoned C-1) - Riverview, LLC (Owner and Applicant).

J. R. Trottier stated there were no checklist items and that Staff recommends the application be accepted as complete.

A. Rugg asked for Board input. There was none.

L. Wiles made a motion to accept the application as complete per Staff's Recommendation memo dated November 4, 2014. J. Butler seconded the motion. No discussion. Vote on the motion: 9-0-0.

A. Rugg noted that the 65 day time frame for the Board to render a decision under RSA 676:4 commenced with acceptance of the application as complete.

Present were Earl Blatchford, Senior Project Manager with Hayner/Swanson located at 3 Congress Street in Nashua, NH; Cornelius DeJong (Owner and

97 Applicant); and Andy Prolman (Applicant’s Attorney). E. Blatchford gave the
 98 following project description:

- 99 ○ The existing property consists of Lot 37 which is a half-acre lot and lot
 100 38 which is an acre lot; identified as 6 & 8 Mohawk Drive.
- 101 ○ Lot 37 – has an existing colonial style 2,400 sq. ft. two-story retail office
 102 building (including the Cabonnay’s new gift shop); 17 parking spaces;
 103 on-site septic; and underground propane.
- 104 ○ Lot 38 - has public water in both fronting streets; power and
 105 communications available from the street; and a detention basin. It will
 106 also have on-site septic (a split system to include Lot 37) and
 107 underground propane.
 - 108 ○ It has frontage on both Mohawk Drive and Granite Street with the
 109 existing access drive off of Mohawk.

110
 111 Below he described the amended proposal (for Lot 38):

- 112 ○ To construct a two-story 4,200 sq. ft. grand colonial-style building as a
 113 60-seat wine house and bistro called Cabonnay to include very high-end
 114 site amenities and 23 more parking spaces. Between Lot 37 and 38
 115 there will be a total of 40 parking spaces (including 2 ADA spaces).
 - 116 ○ The 1st floor entrance will be a grand hall (atrium like) with
 117 vaulted ceilings and will look more like the lobby of a fine hotel
 118 with couches, tables and chairs.
 - 119 ○ The 2nd floor will have a fine art gallery with limited seating and a
 120 mezzanine.
 - 121 ○ The rear of the building will be a tasting room and kitchen.
 - 122 ○ There will be a partial basement (to include a wine cellar, storage
 123 and a mechanical room).
 - 124 ○ The trash and loading will be accommodated at Lot 37. A
 125 declaration of easements has been submitted to address the
 126 cross-access, parking and maintenance of both lots.
 - 127 ○ The original storm water design will be maintained.
 - 128 ○ Underground power and communications will be extended from
 129 poles on Granite Street.
 - 130 ○ Water will be extended from Mohawk Drive (to include fire and
 131 domestic services).
 - 132 ○ The septic system has been approved by the Health Department
 133 and has been submitted to the State.
 - 134 ○ Formal landscaping plans have been submitted. There will also be
 135 formal gardens planted adjacent to the building and parking
 136 areas.
 - 137 ○ The Heritage Commission approved the proposal (to include the
 138 building, landscaping and lighting).
 - 139 ○ The proposal conforms with the Zoning Board Regulations.
 - 140 ○ For the benefit of the neighbors, a privacy fence (6 feet high) will
 141 be installed and it will run along the side and rear of Lot 37 and
 142 Lot 38.
 - 143 ○ Additions to the proposal include:
 - 144 ○ Where this fence ends behind the restaurant, the Owner
 145 would like to extend a matching fence (4 feet high) up to

- 146 within 10 feet of the right-of-way line to further delineate
147 that side of the property.
- 148 o With the split septic system between the two lots, the State
 - 149 asked the Owner to provide more of a separation between
 - 150 the two systems. The southerly field (the one to the right
 - 151 as you are facing Granite Street) will be moved 12 feet to
 - 152 the right. Note: This change will go on the plan after the
 - 153 State permit has been approved.
 - 154 o The proposal of stone walls along Granite Street.
 - 155 o A stone monument sign is proposed at the corner of
 - 156 Mohawk Drive and Granite Street.

157
158 A. Rugg asked for Staff input.

159
160 J. R. Trottier read into the record the two (2) waiver requests from the Staff
161 Recommendation memo and Staff supports granting:

- 162
- 163 1. Section 3.08.b.5 to waive the requirement for a Sight Distance Plan.
 - 164
 - 165 2. Section 3.13.c.3 to permit the installation of up-lighting for the monument
 - 166 sign located at the western corner of the site facing the intersection of
 - 167 Mohawk Drive and Granite Street. The Applicant proposes to use
 - 168 residential-style solar LED accent lights to illuminate the face of the
 - 169 proposed sign.

170
171 J. R. Trottier also summarized the engineering review letter.

172
173 "Applicant", herein, refers to the property owner, business owner, or organization
174 submitting this application and to his/its agents, successors, and assigns.

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176 All of the precedent conditions below must be met by the applicant, at the
177 expense of the applicant, prior to certification of the plans by the Planning Board.
178 Certification of the plans is required prior to commencement of any site work, any
179 construction on the site or issuance of a building permit.

- 180
- 181 1. The Applicant shall address all appropriate items from the Planning &
 - 182 Economic Development/Public Works & Engineering/Tighe & Bond review
 - 183 memo dated November 4, 2015.
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 - 185 2. The Applicant shall remove the note on the General Detail Sheet regarding
 - 186 the monument sign that states "Installation to be inspected and Approved
 - 187 by Planning Department Staff."
 - 188
 - 189 3. The Applicant shall correct the Case No. of Note 3.C (i.e. "2015" should be
 - 190 "2004").
 - 191
 - 192 4. The Applicant shall remove the Planning Board signature block from the
 - 193 Erosion Control Plan.
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 - 195 5. The Applicant shall provide the Owner's signature on the plans.

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- 6. The Applicant shall provide a digital (electronic) copy of the complete final plan sent to the Town at the time of signature by the Board in accordance with Section 2.05.n of the regulations.
- 7. Outside consultant's fees shall be paid within 30 days of conditional site plan approval.
- 8. Financial guaranty where necessary.
- 9. Final engineering review.

PLEASE NOTE - Once these precedent conditions are met and the plans are certified the approval is considered final. If these conditions are not met within **120 days** to the day of the meeting at which the Planning Board grants final approval, the board's approval will be considered to have lapsed and re-submission of the application will be required. See RSA 674:39 on vesting.

All of the conditions below are attached to this approval.

- 1. **No construction or site work for the site plan may be undertaken until the pre-construction meeting with Town staff has taken place, filing of an NPDES-EPA Permit and the site restoration financial guaranty is in place with the Town.** Contact the Department of Public Works to arrange for this meeting.
- 2. The project must be built and executed exactly as specified in the approved application package unless modifications are approved by the Planning Division & Department of Public Works, or if staff deems applicable, the Planning Board.
- 3. All of the documentation submitted in the application package by the applicant and any requirements imposed by other agencies are part of this approval unless otherwise updated, revised, clarified in some manner, or superseded in full or in part. In the case of conflicting information between documents, the most recent documentation and this notice herein shall generally be determining.
- 4. All site improvements and off-site improvements must be completed prior to the issuance of a certificate of occupancy. In accordance with Section 6.01.d of the Site Plan Regulations, in circumstances that prevent landscaping to be completed (due to weather conditions or other unique circumstance), the Building Division may issue a certificate of occupancy prior to the completion of landscaping improvements, if agreed upon by the Planning Division & Public Works Department, when a financial guaranty (see forms available from the Public Works Department) and agreement to complete improvements are placed with the Town. The landscaping shall be completed within six (6) months from the issuance of the certificate of occupancy, or the Town utilize the financial guaranty to contract out the work to complete the improvements as stipulated in the agreement to

246 complete landscaping improvements. **No other improvements shall be**
 247 **permitted to use a financial guaranty for their completion for**
 248 **purposes of receiving a certificate of occupancy without prior**
 249 **Planning Board approval.**

250
 251 5. As built site plans must to be submitted to the Public Works Department
 252 prior to the release of the applicant’s financial guaranty.
 253

254 6. It is the responsibility of the Applicant to obtain all local, state, and federal
 255 permits, licenses, and approvals which may be required as part of this
 256 project (that were not received prior to certification of the plans). Contact
 257 the Building Division at extension 115 regarding building permits.
 258

259 C. May had no comments.

260 A. Rugg asked for comments and questions from the Board.

- 261
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 263 A. Chiampa asked about noise concerns. E. Blatchford explained:
 264 ○ The rear basement door will be used for limited service access.
 265 ○ There will be an elevator servicing the building (from the 2nd floor to
 266 the basement) for staff to use and ADA patrons to use.
 267 ○ All windows on the back, south and east facing sides will be opaque
 268 frosted. Per C. DeJong (Owner and Applicant):
 269 ○ All windows will be high grade thermo-paned and operational
 270 (for emergency use only) and will not be open at any time.
 271 ○ The building itself is very well insulated with a high sound
 272 deadening quality.
 273 ○ It is a high-end art gallery and wine house, and not a club.
 274 ○ The establishment will be quiet with soft music and
 275 conversation.
 276

277 L. Wiles inquired about whether or not 40 parking spaces would be enough.

278 E. Blatchford explained they meet the minimum requirement of 39. C.

279 DeJong went on to state:

- 280 ○ The inside of the building is an atrium and no two floors can be fully
 281 loaded.
 282 ○ On the 2nd floor there’s a wrap-around balcony effect where art can
 283 be viewed.
 284 ○ On the 1st floor there will be 22 tables with a 60 seat maximum
 285 occupancy.
 286 ○ It will be an upscale and restful environment where customers can
 287 rejuvenate themselves.
 288

289 A. Sypek inquired about snow storage areas. C. DeJong explained there will
 290 be three areas on Lot 38 and one area on Lot 37. E. Blatchford stated the
 291 snow removal areas have been delineated on the plan. Per E. Blatchford, if
 292 snow cannot be reasonably accommodated on the site it will be removed by
 293 a licensed contractor.
 294

295 A. Rugg asked for public input.

296

297 Sharon Reed from 77 Granite Street stated her and her husband were
298 probably the closet abutters to the Cabonnay project. She asked the
299 following:

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301 1. **Why they weren't notified about the Heritage Commission**
302 **meetings?** A. Rugg stated those meetings are not public hearings so
303 abutter notification is not required.

304

305 2. **Will the fence sit on the property line, or will there be a setback?**
306 E. Blatchford and C. DeJong both stated the fence is off the property line,
307 (as noted on the Cabonnay plan). The Owner and fence contractor
308 reserve the right to adjust its placement so that the least vegetation will
309 be disturbed. C. DeJong said he intends on preserving the tree lines as
310 well but a clean-up of trash, weeds, and other debris had to be done in
311 order to beautify the area. He stated some diseased trees will also have
312 to be removed.

313

314 3. **For assurances that the historic stone wall which runs behind the**
315 **existing building (Lot 37) would not be disturbed.** E. Blatchford
316 explained there is no proposal to disturb that wall. C. DeJong reiterated
317 his intentions of rejuvenating, restoring, and beautifying the area. He
318 went on to say he will be rebuilding and reusing existing stones from on-
319 site to build a more substantial stone wall along Granite Street.

320

321 4. **Why was it the first they were hearing of a basement on the**
322 **property, and will there be any blasting?** E. Blatchford stated no.
323 Both he and C. May reiterated the partial basement (for service use only)
324 has been part of the plan and discussed since the beginning.

325

326 5. **Will C. DeJong be hiring a police detail so that traffic would not be**
327 **impeded during construction?** After ongoing discussion, E. Blatchford
328 stated safety considerations during the project will be properly
329 coordinated.

330

331 6. **What are the allowable times for construction?** After ongoing
332 discussion, A. Rugg stated construction may occur anytime between
333 7:00AM and 7:00PM.

334

335 **L. Wiles made a motion to approve the Applicant's request for the two (2)**
336 **waivers to the Site Plan regulations as outlined in Staff's**
337 **Recommendation memo dated November 4, 2015. J. Butler seconded the**
338 **motion. No discussion. Vote on the motion: 9-0-0.**

339

340 **L. Wiles made a motion to Grant Final Approval to the Site Plan for**
341 **Riverview, LLC (Applicant), Map 6 Lots 37 and 38, to construct a 2-story**
342 **wine house bistro and associated improvements at 6 and 8 Mohawk Drive,**
343 **Zoned C-I, in accordance with the plans prepared by Hayner/Swanson,**
344 **Inc., dated September 2, 2015, and last revised October 12, 2015, with**

345 **the precedent conditions to be fulfilled within 120 days of the approval**
 346 **and prior to plan signature, and the general and subsequent conditions of**
 347 **approval to be fulfilled as noted in the Staff Recommendation Memo,**
 348 **dated November 4, 2015. L. Wiles amended the motion to include the**
 349 **four (4) foot fence extending to Granite Street. J. Butler seconded the**
 350 **motion. No discussion. Vote on the motion: 9-0-0.**

351
 352 C. DeJong (Owner and Applicant) thanked the Board for their approval and
 353 stated he hopes to make Londonderry proud by bringing his high end project
 354 to the Town.

355
 356 A. Rugg stated G. Verani is stepping down and recusing himself from the
 357 Mark's Discount Truck and Auto Sales hearing.

358
 359 B. Application Acceptance and Public Hearing for formal review of a site plan
 360 ("Mark's Discount Truck and Auto Sales") to expand the existing vehicle
 361 sales/auto repair uses, increase the vehicle display area, and construct a
 362 storage building at 214 Rockingham Road (Tax Map 15 Lot 21, Zoned C-II
 363 within the Route 28 Performance Overlay District) - Moorecar Realty Trust
 364 (Owner) and Mark's Discount Truck & Auto Sales (Applicant).

365
 366 J. R. Trottier stated there were no checklist items and that Staff recommends
 367 the application be accepted as complete.

368
 369 A. Rugg asked for Board input. There was none.

370
 371 **L. Wiles made a motion that the Planning Board Accept the Application**
 372 **as Complete per Staff's Recommendation memo dated November 4,**
 373 **2015. R. Brideau seconded the motion. No discussion. Vote on the**
 374 **motion: 8-0-0.**

375
 376 A. Rugg noted that the 65 day time frame for the Board to render a decision
 377 under RSA 676:4 commenced with acceptance of the application as complete.

378
 379 Present were Jason Lopez from Keach-Nordstrom Associates (Engineer) and
 380 Mark Moore (Owner and Applicant). J. Lopez went on to say:

- 381 o Map 15 Lot 21 is a 2.6 acre lot with 210 feet of frontage.
- 382 o All abutting properties are zoned C-I, C-II, or industrial.
- 383 o There are 3 garage bays (2 auto body and 1 light auto body repair).
- 384 o The proposal is to expand the existing use on the site as a used car lot;
- 385 to maintain the original office space area; and to convert one of the auto
- 386 body bays into a light automotive repair bay.
- 387 o The proposal is also to construct in the rear a 3,000 sq. ft. metal storage
- 388 building which is 40 ft. wide 70 ft. long with 2 entrances.
- 389 o The property slopes to the west towards wetlands which are in a flood
- 390 zone, but there will be no impacts to the 50 ft. wetlands buffer or flood
- 391 zone.
- 392 o BMP's have been incorporated into the plan to further protect the
- 393 wetlands and abutters from erosion and settlement.
- 394 o The site has one access point approved by a DOT permit.

- 395 ○ The site is serviced by municipal water and sewer.
- 396 ○ The gas and utility lines will be extended to the rear storage building.
- 397 ○ The parking requirement is met by providing 30 spaces (to include 2
- 398 ADA spaces).
- 399 ○ Landscaping has been completed to include a solid 6 ft. high stockade
- 400 fence which will extend along the westerly property line approximately
- 401 140 ft. to the rear of the property.
- 402 ○ Shade trees (5) and small shrubs will be placed along that westerly
- 403 property line, and there will also be 2 other trees placed on the easterly
- 404 side of the new parking lot.
- 405 ○ They met with the Heritage Commission and there is one existing stone
- 406 wall in the rear that will have to be removed. Some of those stones
- 407 from that wall will be used in front of the building in a raised landscape
- 408 planter and the excess stones will be placed in another wall.
- 409 ○ The lighting will be down cast and will comply with the Town's
- 410 requirements.
- 411 ○ Two waivers are being requested:
- 412 ○ One for the internal lot landscaping.
- 413 ○ One for the perimeter lot landscaping.
- 414 ○ There is a tight multi-point turnaround on the property for use that has
- 415 been approved by the Fire Department.
- 416 ○ There is also a gravel driveway in back (west) that belongs to one of the
- 417 Abutter's which the Owner helps plow and maintain. Both parties are in
- 418 agreement and are working towards completing a signed easement
- 419 which would allow this gravel driveway to become a secondary access
- 420 point to the Owner's property. It would be used by emergency and fire
- 421 trucks, other trucks, and for personal use (i.e., for moving a high-end
- 422 car, a boat, a camper, a trailer into the shed, etc.). As part of this
- 423 easement, the Owner has agreed to continue to plow, regrade and fix
- 424 this abutter's driveway. So, they requested of the Board to allow this.

425
 426 A. Rugg stated if their plan was approved tonight, it would only include
 427 what is being presented. He and C. May explained since they are
 428 changing potential access they could ask to either continue to another
 429 Board meeting, but that they would still have to complete a Site Plan
 430 amendment to request this access.

431
 432 A. Rugg asked for Staff input.

433
 434 J. R. Trottier read into the record the two (2) waiver requests from the Staff
 435 Recommendation memo and Staff supports granting:

- 436
- 437 1. Section 3.11.g.3 requiring that one deciduous shade tree be provided for
- 438 every 15 parking spaces. A total of two trees would be required to be
- 439 planted on internal landscape islands, which are not compatible with the
- 440 site layout and uses.
- 441
- 442 2. Section 3.11.g.5 requiring that one deciduous shade tree be planted for
- 443 every 20 feet of parking lot perimeter, and one per each 50 feet of
- 444 parking lot perimeter when that same location also requires screening. A

445 total of 14 shade trees would be required for the proposed improvements,
446 and the applicant requests a reduction to 7 trees.

447
448 J. R. Trottier also summarized the engineering review letter.

449
450 "Applicant", herein, refers to the property owner, business owner, or organization
451 submitting this application and to his/its agents, successors, and assigns.

452
453 **PRECEDENT CONDITIONS**

454
455 All of the precedent conditions below must be met by the applicant, at the
456 expense of the applicant, prior to certification of the plans by the Planning Board.
457 Certification of the plans is required prior to commencement of any site work, any
458 construction on the site or issuance of a building permit.

- 459
460 1. The Applicant shall address all appropriate items from the Planning &
461 Economic Development/Public Works & Engineering/Tighe & Bond review
462 memo dated November 4, 2015.
- 463
464 2. The Applicant shall correct on the Non-Residential Site Layout Plan
465 where the Vicinity Map is covering a note regarding stonewalls.
- 466
467 3. The Applicant shall note that a performance surety will be required
468 before the plan can be signed unless the bounds are shown to be set on
469 the final plan. A bound also needs to be shown to exist or to be set at
470 the northeast corner of the property.
- 471
472 4. The Applicant shall provide the Owner's signature on the plans.
- 473
474 5. The Applicant shall note all waivers granted on the plan.
- 475
476 6. The Applicant shall provide a digital (electronic) copy of the complete
477 final plan sent to the Town at the time of signature by the Board in
478 accordance with Section 2.05.n of the regulations.
- 479
480 7. Outside consultant's fees shall be paid within 30 days of conditional site
481 plan approval.
- 482
483 8. Financial guaranty where necessary.
- 484
485 9. Final engineering review.

486
487 **PLEASE NOTE -** Once these precedent conditions are met and the plans are
488 certified the approval is considered final. If these conditions are not met within
489 **120 days** to the day of the meeting at which the Planning Board grants final
490 approval, the board's approval will be considered to have lapsed and re-
491 submission of the application will be required. See RSA 674:39 on vesting.

492
493 **GENERAL AND SUBSEQUENT CONDITIONS**

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495 All of the conditions below are attached to this approval.

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1. **No construction or site work for the site plan may be undertaken until the pre-construction meeting with Town staff has taken place, filing of an NPDES-EPA Permit and the site restoration financial guaranty is in place with the Town.** Contact the Department of Public Works to arrange for this meeting.
 2. The project must be built and executed exactly as specified in the approved application package unless modifications are approved by the Planning Division & Department of Public Works, or if staff deems applicable, the Planning Board.
 3. All of the documentation submitted in the application package by the applicant and any requirements imposed by other agencies are part of this approval unless otherwise updated, revised, clarified in some manner, or superseded in full or in part. In the case of conflicting information between documents, the most recent documentation and this notice herein shall generally be determining.
 4. All site improvements and off-site improvements must be completed prior to the issuance of a certificate of occupancy. In accordance with Section 6.01.d of the Site Plan Regulations, in circumstances that prevent landscaping to be completed (due to weather conditions or other unique circumstance), the Building Division may issue a certificate of occupancy prior to the completion of landscaping improvements, if agreed upon by the Planning Division & Public Works Department, when a financial guaranty (see forms available from the Public Works Department) and agreement to complete improvements are placed with the Town. The landscaping shall be completed within six (6) months from the issuance of the certificate of occupancy, or the Town utilize the financial guaranty to contract out the work to complete the improvements as stipulated in the agreement to complete landscaping improvements. **No other improvements shall be permitted to use a financial guaranty for their completion for purposes of receiving a certificate of occupancy without prior Planning Board approval.**
 5. As built site plans must to be submitted to the Public Works Department prior to the release of the applicant's financial guaranty.
 6. It is the responsibility of the Applicant to obtain all local, state, and federal permits, licenses, and approvals which may be required as part of this project (that were not received prior to certification of the plans). Contact the Building Division at extension 115 regarding building permits.
- C. May had no comments.
- A. Rugg asked for Board input.

544 L. Reilly asked about access to the site. C. May explained that since they are
545 now asking for a secondary access (and not just for emergency access but for
546 boats, cars and trailers) to the site a minor site plan and it's the first that Staff
547 is hearing about it, an amendment will need to be completed and possibly re-
548 approval from DOT because they are essentially asking to put business traffic
549 on to a residential driveway that is not paved. J. Lopez re-verified for L. Reilly
550 that the original site plan was approved by the Town's Fire Marshall.
551

552 J. Butler also asked about access to the site. As stated above, C. May and J. R.
553 Trottier re-explained the Owner and Applicant would need to come before the
554 Board at a later time with any changes. J. Lopez and J. R. Trottier explained to
555 J. Butler that the YMCA is an abutting property, but that there is a large
556 wetland between the two lots and that a fence would not be needed to
557 separate them from any children attending the YMCA.
558

559 J. Lopez reconfirmed for T. Combes the new building will be made of metal.
560 A. Chiampa asked if the wetland was year-around. C. May and J. Lopez stated
561 the wetland is year-around and high.
562

563 J. Lopez reconfirmed for C. Davies the building will be for storage only and no
564 repair work will be done in that building.
565

566 A. Rugg asked for Public input. There was none.
567

568 **L. Wiles made a motion to Approve the Applicant's request**
569 **for the above two (2) waivers to the Site Plan Regulations as outlined**
570 **in Staff's Recommendation Memo dated November 4, 2015. R. Brideau**
571 **seconded. No Discussion. Vote on the motion: 8-0-0.**
572

573 **L. Wiles made a motion to Grant Final Approval to the Site Plan for**
574 **Mark's Discount Truck & Auto Sales (Applicant), Map 15 Lot 21, to**
575 **expand the existing vehicle sales/auto repair uses, increase the**
576 **vehicle display area, and construct a storage building at 214**
577 **Rockingham Road, Zoned C-II within the Route 28 Performance**
578 **Overlay District, in accordance with the plans prepared by Keach-**
579 **Nordstrom Associates, Inc., dated July 2, 2015, and last revised**
580 **October 1, 2015, with the precedent conditions to be fulfilled within**
581 **120 days of the approval and prior to plan signature, and the general**
582 **and subsequent conditions of approval to be fulfilled as noted in the**
583 **Staff Recommendation Memo, dated November 4, 2015. R. Brideau**
584 **seconded. No Discussion. Vote on the motion: 8-0-0.**
585

586 J. Lopez thanked the Board.
587

588 C. Russell F. and Francine Wilmarth Revocable Trust (Owner) and Planeview Self
589 Storage LLC (Applicant), Map 14 Lot 13-4 – Conceptual Discussion of a
590 Proposed Self-Storage Facility at 7 Planeview Drive.
591

592 Present was Raymond Shea from Sanford Surveying (Applicant) to represent
593 the Owner. Below are details of their plan:

- 594 o To construct 3 buildings 30 ft. wide in different lengths for approximately
595 23,700 sq. ft. of self-storage units on 9.4 acres. The office would be
596 opened from 9:00AM to 5:30PM. Carded access to the facility would be
597 from 6:00AM to 10:00PM. It will have exterior access only to storage
598 units ranging from 5x10 to 10x30. After-hour access to the property will
599 be for maintenance only.
- 600 o The facility will have 22 parking spaces and will not be visible.
601 o An application and plans have been submitted for design review.
602 o The Alteration of Terrain application has been submitted to DES.
603 o Access will be from the end of the cul-de-sac to a 20x20 office.
604 o Gates will be placed on either side of the office.
605 o They have incorporated a (previously approved) impact to approximately
606 9,300 sq. ft. of wetlands and as mitigation to that approval left a 3.5
607 acre area of non-disturbance, with approximately 6 acres to be
608 developed where the wetland impact is proposed. The State is not
609 requiring a revised approval as there will be the same amount of impact
610 to the same location.
611 o There will be public water and sewer.

612
613 A. Rugg asked for Staff input.

614
615 J. R. Trottier and C. May stated plans have been submitted and are under
616 review.

617
618 A. Rugg asked for Board input.

619
620 A. Chiampa stated the rail trail runs behind the proposed buildings and asked
621 that a good face be put on that end. R. Shea stated one of the waivers will
622 include moving interior landscaping to the exterior.

623
624 R. Shea explained to R. Brideau there will be no climate controlled buildings.

625
626 R. Shea explained to J. Butler the office will not be a live-in. J. Butler also
627 asked if during construction the Applicant could help clean up the area by the
628 rail trail (i.e., remove 55 gallon drums and old tires). R. Shea told J. Butler he
629 would consider his request.

630
631 L. Reilly expressed her concerns regarding the Town having another self-
632 storage facility and stated she didn't feel another facility fits well within the
633 Town's master plan. R. Shea explained studies continue to show the need for
634 self-storage.

635
636 A. Rugg stated R. Shea will need to meet with Heritage Commission for input
637 on architectural design and landscaping. R. Shea stated he will also be
638 meeting with the Conservation Commission as well.

639
640 **Other Business**

641
642 L. Reilly explained there will be a breakfast on Saturday, November 7, 2015 for
643 Veteran's and their families at the Matthew Thornton Elementary Gym at 8:00AM.

644 The breakfast will be before the Town parade which will be at 10:00AM. It will be
645 organized by Katie Sullivan and the "pay-it-forward" students. She also thanked
646 the Veteran's and the pay-it-forward students for their service.

647

648 **Adjournment:**

649

650 **R. Brideau made a motion to adjourn the meeting. S. Benson seconded**
651 **the motion. Vote on the motion: 9-0-0.**

652

653 The meeting adjourned at 8:11 PM.

654

655 M. Soares was not in attendance.

656

657 These minutes prepared by Nicole Doolan for Jaye Trottier, Associate Planner.

658

659 Respectfully Submitted,

660

661

662

663 Lynn Wiles, Secretary

664