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Sandown Planning Board
Minutes
September 20, 2011

Date: September 20, 2011

Place: Sandown Town Hall

Members Present: Mark Traeger – Chair, Donna Green – Vice Chair, Marilyn Cormier, Fred Daley, Alternate Ernie Brown, Steve Keach – Town Engineer

Also Present: Recording Secretary Andrea Cairns

Absent: Hans Nicolaisen - Ex-Officio, Steven Meisner, Ed Mencis, and Alternate Matt Russell

Opening: Mr. Traeger was going to be late, so Vice Chair Green opened the meeting at 7:03 p.m.

Approval of minutes

9/6/11

Approval of these minutes will be deferred until the next meeting. The board requests that Ms. Patterson has copies of these minutes for each member at the next meeting.

6/7/11

Approval of these minutes will be deferred until the next meeting. The Board requests that Ms. Patterson has copies of the amended minutes for each member at the next meeting.

5/17/11

L18-33 change to “Fred Daley made a motion to approve the minutes of April 19th as amended:

- L19 “The amendments for the referenced 3/1/11 meeting were: L46 “likely” changed to “possible”; L111 the word “district” changed to “disturbance”
- L26-28 “The amendments for the referenced 2/15/11 meeting were: L19”L178-179...add semicolon at end.” Add Line 262 “exiting onto town roads”
- L37 “...in his opinion most low volume street width...”
- L56 “They have filed an application for a conditional use permit..”
- L57 “wetlands”
- L61 “...on that lot. They...”
- L63 “..obligatory recreational accommodations.”
- L294 “suggest that”
- L300 “Bureau
- L351 “The thought is Mr. Falkenham could use material from his excavation.”
- L353 “...said gravel may be needed to top the parking lot...”
- L441 “stated he personally”
- L470 “Porter”
- L518 “PREA”
- L569 “Are you referring to a waiver to Section 9.3 about dead end streets being more than 1000 feet in length?”

47 L573 “Mr. Keach clarified that in this instance, there are 22 new units, as well as 12
48 additional homes on that street, so they would go over the 25-unit limit specified in the
49 subdivision regulations.”
50 L580 “Mr. Camm thought Section 9.3.1 was lumped together with the waiver request
51 submitted for Section 9.3”
52 L585 “1. Narrow 2. Single access 3. Too steep 4. Too long”
53 L596 “9.3.1”
54 L602 “...served by a single access street.”
55 L 611 “...are proposing...”
56 L615 “...inadequacy..”
57 L738 “...that the meeting two weeks from now is the board’s work session.”
58 L 744 “Mr. Camm stated he might have to...”
59 L745 “Chairman Traeger...”

60 L71 add, “In this case, it isn’t going to be finished.”
61 L108 change to “Fred Daley made a motion to delete the bonding requirement as written
62 in the Notice of Decision dated September 18, 2007, in granting the applicant’s request
63 and that the applicant...”
64 L245-246 remove these lines
65 Replace Elaine Champion with Mrs. Champion throughout
66 L327 change to “14 units are allowed then does that mean”
67 L340 change “corn” to “Cormier”
68 L346-347 change to “Donna Green questioned specific statements made in Part 2 of the
69 waiver request submitted by the applicant. Ms. Green made three objections to the claims
70 of the waiver 1) there are practical locations to other roads; 2) 20 ft. necessary width for
71 emergency vehicles, the road is too narrow in the winter; 3) Fire is not the only safety
72 concern.
73 L366 change “section 4A” to “Article II, Part F, Section 4K”
74

75 **MOTION:** Mr. Daley made a motion to approve the May 17, 2011 minutes as amended.
76 Ms. Cormier seconded the motion. The Board voted unanimously in the affirmative.
77

78 **Correspondence**

79 Regarding Avalon estates, Bank of New England received the letter from the Board. Mr.
80 Traeger is trying to connect with Keith Landry, Senior Lending Officer to follow-up.
81

82 The Rockingham Planning Commission (RPC) sent a letter to the board in regards to
83 sustainable communities. RPC is trying to secure a grant to help towns work on planning
84 issues. They are asking the Planning Board to send a letter of support so they can secure
85 the funds. RPC tried to secure this grant last year, but were unsuccessful. Mr. Traeger
86 will reference the letter written by Ms. Green last year. Mr. Traeger has asked the Board
87 of Selectman to sign the letter as well, but they have not yet taken action.
88

89 **Variable Road Width Standards**

90 The Board reviewed the changes made to the document at the previous meeting. Mr.
91 Keach brought and reviewed the updated Table of Geometric Roadway Design Standards
92 for Streets as well as updated Cross-Section Figures.
93

94 Mr. Traeger met with Chief Tapley. Chief Tapley referenced two fire codes put in place
95 by the National Fire Protection Association (NFPA). The first was 18.2.3.4.1.1, which
96 states that Fire Department access roads shall have an unobstructed width of not less than
97 20 ft. The second code was 18.2.3.4.6.2 which stated that, the angle of approach and
98 departure for any means of fire department access road shall not exceed 1 ft drop in 20 ft
99 (0.3m drop in 6m) or the design limitations of the fire apparatus of the fire department,
100 and shall be subject to approval by the AHJ.

101

102 Mr. Traeger also spoke with the Police Chief and his only concern was the maintenance
103 of the shoulders. He was concerned about erosion over time. Mr. Keach explained that
104 Mr. Genuardo has addressed some of the current erosion issues around town. Mr. Keach
105 also noted that safeguards against erosion couldn't be built into the regulations.

106

107 Mr. Traeger spoke with the Board of Selectman. The Board of Selectman will review the
108 document and let the Planning Board know if they have any changes to make.

109

110 Mr. Traeger reviewed the corrected document for the Board.

111

112 Mr. Keach noted additional changes he would like to make:

113 9.2.4 - change to "Shall not exceed 1,000 feet or an average daily traffic volume of 250
114 vehicle trips per day as defined by the Institute of Transportation Engineers (ITE) in the
115 publication entitled *Trip Generation*."

116

117 The Board discussed the second paragraph in 9.2.4, which addresses temporary cul-de-
118 sacs. The Board decided against making changes to that paragraph.

119

120 9.2.6.3 - add "(see minimum K value requirements specified in the Table of Geometric
121 Roadway Design Standards for Streets)."

122 9.3.2 change to "(c) driveway aprons shall be graded so as to slope downwards from the
123 edge of shoulder of the intersected street at a rate of 2.0% for a distance of not less than 7-
124 feet. At this point, the slope of the driveway surface may change, provided the algebraic
125 difference in slope does not exceed 10-percent.

126

127 In instances where a typical roadway cross-section corresponding to figure I-A of these
128 regulations is employed, driveway aprons shall be graded so as to slope upwards from the
129 edge of travel way at a rate of 5% for a distance of not less than 7ft. At this point, the
130 slope of the driveway surface may change, provided the algebraic difference in slope
131 does not exceed 10-percent."

132

133 Page 8 – spell out abbreviations: PVI – point of vertical inflection, PVC – point of
134 vertical curvature, PVT – point of vertical tangency

135

136 Paragraph q) - spell out abbreviation - MUTCD – Manual of Uniform Traffic Control
137 Devices

138

139 **MOTION:** Ms. Cormier made a motion to post the recommended Subdivision Control
140 Regulation Amendments for a public hearing at the next available meeting. Mr. Daley
141 seconded the motion. Board voted unanimously in the affirmative.

142

143 Mr. Traeger will email an updated version of the document to the Board.

144

145 **Subdivision Storm Water Regulations**

146 The Board would like to take the current Subdivision Storm Water Regulations and
147 revise them so that individual lot owners would also be affected.

148

149 Mr. Keach and Mr. Traeger proposed tying them in with the building permit process
150 making it part of the septic design approval process. The person designing the septic
151 system could also be responsible for designing a storm water management system for that
152 property. The Board could create a checklist for the Building Inspector to reference.

153

154 The Board discussed whether the person designing a septic system is the right person to
155 design storm water management systems as well. The Board also discussed whether this
156 would increase the cost of septic design and construction.

157

158 Mr. Keach and Mr. Traeger will write a draft for the Board to review.

159

160 Mr. Keach will also take an existing septic design and modify it to conform to the
161 proposed regulations to see how easy it is to modify. He will also see how long it takes
162 him to get a sense of additional hours.

163

164 The Board will put this on the October or November work session agenda for a public
165 hearing.

166

167 **Zoning Ordinances**

168 Mr. Keach reviewed the Zoning Ordinances and has no changes to make this year.

169

170 Mr. Keach asked the board if Sandown has a merger clause anywhere in their regulations.
171 The Board did not think they did. Mr. Keach will create an amendment for this.

172

173 Ms. Green wanted to reintroduce the idea of having wells tested when there is blasting
174 within a certain distance. Mr. Keach explained that this is not a zoning ordinance, but
175 something the Fire Chief would address. According to state law, the Fire Chief is the only
176 person who can provide blasting permits. The Board of Selectman could advance this
177 under a petition if they felt it was necessary.

178

179 **A revamp of the previously proposed Wetland Ordinance to be applied to new 180 construction/lots only.**

181 Mr. Traeger would like to bring back this Wetland Ordinance for new construction by
182 creating grandfathering timelines. The Board discussed this, but no conclusion was made.

183

184 **Other Business**

185 The Board discussed an issue at Mill Pine Village, a 55+ community, where underage
186 individuals were found living there. Mr. Traeger asked if the board needed to address
187 this. The Board concluded that they did not. Mill Pine Village sends the Planning Board
188 an annual census report. The owner of the facility is responsible for providing accurate
189 documentation. If someone were to make a formal complaint, it would go before the
190 Board of Selectman.

191

192 **Town Engineer's Report**

193 The Board has an application for review at the next meeting.

194

195 Waterford Village Estates paving should be complete by the next meeting.

196

197 Mr. Keach recommended the Board review a presentation posted on the NNECAPA.com
198 website. The presentation was given at a planning conference that Mr. Keach attended in
199 Burlington, Vermont. Mr. Keach felt it was one of the best conferences he's attended and
200 that there was good timely information in the presentation.

201

202 **MOTION:** Ms. Cormier made a motion to adjourn. Mr. Brown seconded the motion.

203 The Board voted unanimously in the affirmative. Meeting adjourned at 9:38 p.m.

204

205 Respectfully submitted,

206 

207 Andrea Cairns, Recording Secretary