

Sandown Planning Board
Minutes
October 18, 2011

Date: October 18, 2011

Place: Sandown Town Hall

Members Present: Mark Traeger – Chair, Donna Green – Vice Chair, Hans Nicolaisen - Ex-Officio, Ed Mencis, Fred Daley, Steve Meisner, Alternate Matt Russell, Steve Keach – Town Engineer

Also Present: Recording Secretary Andrea Cairns

Absent: Marilyn Cormier, Alternate Ernie Brown

Opening: Mr. Traeger opened the meeting at 7:02 p.m.

Mr. Traeger noted that the postcards for the master plan have been mailed, and public input is important. The public can go to www.sandown.us to fill out the online survey and/or they can attend the community forum.

Steve Clifton – Library Trustee, Discussion regarding CIP

Mr. Clifton explained that the Library was interested in building a handicapped accessible meeting room. Currently, meetings are held in the basement of the library, which is not handicapped accessible. The estimated cost for this project is \$400,000.

Mr. Russell asked Mr. Clifton if he anticipated that the trustees would be in a position to put a capital reserve figure on a warrant for this year. Mr. Clifton asked what the process was. The board clarified that the trustees would need to determine what period of time for the CIP and how much money they want to set aside each year.

Mr. Russell noted there was time for another meeting with the Planning Board since the CIP doesn't need to be submitted to the Selectman until December 10, 2011.

Ms. Green questioned the cost. Mr. Clifton clarified that the actual cost is approximately \$250,000 for the materials and construction. The estimated cost of \$400,000 is taking into account the projected cost if it is going to take five years to complete.

Mr. Russell questioned if the trustees had a rough plan or conceptual drawing of the proposed addition. Mr. Clifton stated they did not. Mr. Russell noted that if they were going to move forward with the project and go on a warrant article, they would need more information and he strongly suggested they be very prepared for the public at a deliberative session with a fine tuned cost and drawings.

Mr. Russell noted that if a warrant article were passed, the money wouldn't be available to the trustees in the first year. He also suggested that the trustees might want to go for a small warrant article to draw up the plans.

46 Mr. Clifton noted he would like to be put on the agenda for the next meeting. He will go
47 back to the trustees for further discussion.

48

49 **Public Hearing for review of a Lot Line Adjustment and Minor Subdivision**
50 **Application submitted by Michael and Lisa Oleson for a two lot subdivision. The**
51 **property is shown on Map 12, Lots 1 and 2, 109 and 101 Odell Road.**

52

53 Present was Charlie Zilch, with SEC & Associates.

54

55 Mr. Zilch reviewed the proposed plans for the Board.

56

57 12-1 is an exiting lot of 10.35 acres and has 357' of frontage on Odell Rd. This lot
58 supports an existing single-family residential dwelling served by own septic and
59 individual driveway.

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61 12-2 is 45.9 acres with 280' frontage on Odell Rd., has a right of way through an existing
62 50' wide right of way easement off Pine Ridge Circle located on lot 16-10-10. This lot is
63 undeveloped.

64

65 The intent of the proposal is to adjust the lot line between the two lots and create an
66 additional frontage lot.

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68 This would be accomplished by reducing the existing house lot (12-1), to two acres in
69 size and reducing frontage to 200'. From the remaining land, which is 12-1, create a new
70 frontage lot along the southerly boundary. This new lot is intended for single family
71 residential dwelling, will be 2.14 acres and 220' of frontage on Odell Rd. 12-2 is the
72 remaining lot, which will be 52 acres and have 217' of remaining frontage.

73

74 Mr. Zilch noted the new lot and reduced house lot meet the zoning and subdivision
75 criteria for a building lot as well as the remaining land. There is a wetland on the
76 property; there is no impact to the wetlands. There are no immediate plans for the
77 remaining land. Should they change their mind at some point, on the new lot line they
78 proposed a 15' wide future road construction easement. This is not part of the current
79 proposal, just something they are thinking of.

80

81 State approvals have all been granted for the reduced lot and for the new lot. As for local
82 permits, they put together driveway applications for the new lot and the middle lot. Mr.
83 Zilch spoke with Mr. Genuardo who reviewed the plans and has no issues. Mr. Zilch
84 wasn't sure if he needed to get anything in writing. Mr. Keach clarified that Mr.
85 Genuardo will issue a permit.

86

87 Ms. Green asked how much width did they leave for the potential road off Odell. Mr.
88 Zilch clarified they left 230' of frontage, so the road could go anywhere, but where it's
89 best suited to come in across the property, they left a 50' right of way.

90

91 Mr. Keach and Mr. Nicolaisen questioned the quality of the 50' right of way since they
92 are not familiar with the topography. Mr. Zilch thought the property starts to get steeper
93 where it meets the property line.

94
95 Mr. Russell questioned the easement for the existing well for 12-1. Mr. Zilch clarified
96 that the existing well would end up outside the property line, so they've granted an
97 easement around it so the owner of lot 12-1 has rights to maintain, repair or relocate the
98 well.

99
100 Mr. Keach sent out his letter with comments and stated the application appears to satisfy
101 all zoning requirements and felt a motion to approve would be appropriate.

102
103 **MOTION:** Mr. Mencis made a motion to accept the application for consideration. Mr.
104 Russell seconded the motion.

105
106 *Discussion:* Ms. Green did not see the letter from Mr. Keach. Mr. Keach reviewed the
107 letter for the board.

108
109 Mr. Zilch questioned the shoulder improvement requirement. He thought the existing lot
110 was exempt from having to do any shoulder improvement. They have no problem
111 creating a nice shoulder for the new lot they are creating, but questioned whether it was
112 warranted for the land that currently exists.

113
114 Mr. Keach noted he would be content with a simple notation on the drawing that says if
115 and when a building permit is issued for the construction of 12-2 then the shoulder
116 improvements would be completed and Mr. Zilch would include a plan for the
117 improvements. Mr. Zilch agreed to that plan.

118
119 Mr. Meisner asked if the general highway easement for the town would still take place on
120 all three lots. Mr. Keach recommended that it should. Michael Oleson the property
121 owner joined the discussion and agreed that would not be a problem.

122
123 Ms. Green questioned if the shoulder improvement is not over the subsequent sections,
124 will the shoulder deteriorate over time. Mr. Keach is not concerned about that happening.

125
126 The board voted unanimously in the affirmative. There were no abstentions.

127
128 Mr. Zilch had a waiver request to pay the \$1,000 fee in lieu of on-site recreation. He
129 submitted written request. Mr. Traeger read the waiver request.

130
131 **MOTION:** Mr. Mencis made a motion to waive subdivision regulation 9.23 requiring
132 onsite recreational facilities in lieu of a \$1,000 donation to the Town of Sandown's
133 Recreational Revolving Fund. Mr. Nicolaisen seconded the motion. There was no
134 discussion. The board voted unanimously in favor. There were no abstentions.

135

136 **MOTION:** Mr Mencis made a motion to approve the lot line adjustment and subdivision
137 plan for tax map 12 lots 1 and 2 for Michael and Lisa Oleson with the following
138 stipulations:

139

- 140 1) Receipt of NHDES subdivision approval
- 141 2) Provide performance guarantee, in an amount and form acceptable to the town, to
142 serve as a financial guarantee for the successful completion of shoulder
143 improvements along the frontage of Odell Road at lot 12-2-1.
- 144 3) Note waiver of section 9.23 of subdivision regulations of final plan
- 145 4) Set monuments as shown on final plat and provide certification from a licensed
146 land surveyor acknowledging the same
- 147 5) Satisfactorily address all comments and recommendations contained in the town
148 engineer's letter report of 10/17/11, except planning/design matters comment
149 number 7 pertaining to extension of shoulder improvements along frontage of lot
150 12-2.
- 151 6) Receipt of highway easement deed
- 152 7) Payment of all fees and maintenance of positive PREA account balance.

153

154 All except for number 7 are conditions precedent to Mr. Traeger signing the plan.

155

156 Mr. Russell seconded the motion. The board voted unanimously in favor. There were no
157 abstentions.

158

159 **Public Hearing for review of amendments to the Sandown Subdivision Regulations.**
160 **These amendments are for the purpose of updating the design standard**
161 **requirements for streets. A copy of the proposed amendments are on file in the**
162 **Town Clerk's Office and available for review during regular business hours.**

163

164 Present was Roger Barczak member of the public.

165

166 Mr. Traeger reviewed the history of the discussion for Mr. Barczak and why the change
167 in regulations was needed.

168

169 It was pointed out that the Geometric Table of Standards that clarified the change in road
170 width was not provided to the public in their packets.

171

172 Mr. Barczak read a statement to the Board outlining his concerns. He expressed his
173 disagreement with the changes and hopes board takes to heart the public safety issues.
174 The Board discussed the background of their decision specifically addressing safety
175 concerns.

176

177 Ms. Green reviewed her questions on the proposed amendments. The following changes
178 will be made.

179

180 9.2.5.2 – two or more subsequent streets. The word subsequent will be removed.

181

182 9.6 – Take the section “access control” from the old regulations and insert that language
183 verbatim in 9.1.8.

184

185 The Board will continue the discussion to another public hearing. The two amendments
186 should be included into the packet as well as the Geometric Table of Standards.

187

188 **Approval of minutes for 10/4/11**

189 **MOTION:** Mr. Russell made a motion to accept the minutes of 10/4/11 as submitted,
190 Mr. Nicolaisen seconded the motion. Ms. Green and Mr. Meisner abstained. The motion
191 passes.

192

193 Discussion on Storm Water Ordinances will be deferred to the next work session.

194

195 Mr. Traeger read the Administrative Assistant’s report.

196

197 **Other business**

198 Mr. Traeger noted that if the Board were going to do a storm water ordinance then they
199 would need to notify a certain percentage of the town. The Board agreed in lieu of asking
200 the attorney to get involved, they would send postcards to the entire town.

201

202 The selectman and budget committee approved the planning board budget. The budget
203 committee lowered the payroll line item. The board discussed whether they should put a
204 line item on the budget for a postcard mailing.

205

206 **Town Engineer’s Report**

207 Mr. Keach noted that the Waterford Village road system would be complete by the end of
208 October.

209

210 Mr. Keach has an appointment with the new owner of Autumn Hills. He will let the board
211 know what the outcome of that discussion is.

212

213 **MOTION:** Mr. Russell made a motion to adjourn. Mr. Mencis seconded the motion. The
214 Board voted unanimously in the affirmative. Meeting adjourned at 9.31 p.m.

215

216 Respectfully submitted,

217



218 Andrea Cairns, Recording Secretary