

1 Sandown Planning Board
2 Minutes
3 February 5, 2013
4

5 **Date:** February 5, 2011

6 **Place:** Sandown Town Hall

7 **Members Present:** Chairman Mark Traeger, Matt Russell -Vice Chairman, Steven
8 Meisner, Ed Mencis, Ernie Brown

9 **Also Present:** Recording Secretary Andrea Cairns

10 **Absent:** Matthew Brown, Jim Carroll, James Devine – Ex-Officio, Town Engineer Steve
11 Keach

12
13 **Opening:** Mr. Traeger opened the meeting at 7:10 p.m.
14

15 **Review of 1/15/13 Minutes**

16 L264 add “as was suggested”

17 **MOTION:** Mr. Russell made a motion to accept the minutes as amended. Mr. Mencis
18 seconded the motion. All members voted in favor. Mr. Traeger abstained.
19

20 **St. Matthew’s Informal Review of a Proposed Site Plan**

21 *Dan Johnson, Plaistow Consultants*

22 Mr. Johnson reviewed the plans for the proposed addition which will serve as a multi-
23 functional building. He noted they are trying to increase the parking and have it more
24 organized. They have town and state approvals for two driveway entrances. Mr. Johnson
25 noted they received preliminary approval 5 years ago, but the plans have changed. They
26 are planning on making the building a bit smaller and detached from the main building
27 with an 8x10 overhead canopy to connect the two buildings. Mr. Johnson noted the
28 addition would be for 200 seats as opposed to the original plans which would seat 240
29 people. The entrance will have a 10x10 canopy on the front and there will be a 6x8
30 canopy on the back of the building over the entrance into the basement. They are revising
31 the septic system and looking into a concrete chamber or pipe and stone system which
32 would be larger. They also have a few spotlights throughout the parking lot. Mr. Traeger
33 reminded them of the dark skies ordinance.
34

35 Mr. Russell questioned if it would be a single story building. Mr. Johnson clarified it
36 would have a basement and a first floor with a cathedral ceiling.
37

38 Mr. Mencis asked why they were doing the addition and Mr. Johnson indicated that they
39 wanted the main worship area to be on the ground level and more accessible.
40

41 Mr. Russell questioned what the basement would be used for. Mr. Johnson noted it would
42 be a function space. Mr. Mencis asked if there were windows in the basement. They
43 indicated there would be.
44

45 Mr. Johnson indicated they would add islands in the parking area for the lights and to
46 help organize the space better. They were going to stay away from raised islands because
47 of the difficulty they added to winter clean-up. He noted they may paint the islands green
48 or use a new technique where they cut pavement to look like brick.

49

50 Mr. Traeger reminded them that the town has a new storm water mitigation ordinance. He
51 noted that would be important for them to address because they will have a lot of
52 impervious surface. Mr. Johnson noted they did have a plan in place for storm water. Mr.
53 Traeger suggested they could put rain gardens in the islands. Mr. Johnson noted that
54 could be difficult because of the configuration of the parking area.

55

56 Mr. Mencis asked if it would be hot topped. Mr. Johnson noted it would be.

57

58 Mr. Russell questioned a note on the plans that indicated a lot line was to be removed.
59 Mr. Johnson explained the properties were all church owned and they were trying to
60 consolidate them.

61

62 Mr. Russell asked how different the plans were from the previous plans presented four
63 years ago. Mr. Johnson explained the size is smaller; it went from 60x84 to 50x80 which
64 is approximately 1,000 sq. ft. smaller. The addition will not be connected to the main
65 building anymore and they are redesigning the septic system.

66

67 Mr. Meisner questioned what percentage of the lot is covered by impervious surface. Mr.
68 Johnson noted he didn't know the exact figure, but it did meet the regulations. Mr.
69 Meisner asked if he would have that figure calculated when the final plans were
70 presented and Mr. Johnson noted he would.

71

72 Mr. Meisner questioned if the well across the street near the railroad bed was church
73 owned. Mr. Johnson thought the church had rights to it once, but when the railroad came
74 through, they abandoned it because of the residue that comes off the trains. Mr. Meisner
75 questioned who owned it because it could be a potential safety hazard. Mr. Johnson
76 agreed that the town should probably fill it in.

77

78 Mr. Mencis asked if they spoke with the fire chief. Mr. Johnson indicated that he is aware
79 of the project and they would have a fire suppression company draw up plans for a
80 sprinkler system.

81

82 Mr. Traeger noted he would be interested to see their storm water mitigation plan. Mr.
83 Johnson noted that Steve Keach reviewed it and it met state regulations. He explained the
84 water would go behind the building into an "s" curve where there is a catch basin system
85 that goes underneath the pavement and then out into a treatment swale. He noted once it
86 went through the treatment swale, there would be zero impact.

87

88 **7:45 – Master Plan discussion with Julie LaBranche**

89 Ms. LaBranche created a memo outlining the work that remained to be completed for
90 each chapter with a timetable for completion and an end date of June.

91

92 She noted they have \$7,000 in grant money to complete the master plan. She would work
93 with Ms. Cairns and divide up the work appropriately.

94

95 Members reviewed the updated population chapter and discussed the changes reflected in
96 the data. Ms. LaBranche suggested that everyone review that chapter in more detail so
97 they could discuss and possibly approve at the April meeting.

98

99 Ms. LaBranche will add the I-93 CTAP report into the buildout chapter and will bring
100 that for the March meeting to review.

101

102 Ms. Cairns noted most departments were updated with the exception of Fire, Police and
103 Highway. Ms. LaBranche noted it would be really important for departments to update
104 their recommendations for the future. Mr. Russell explained the Police Department is
105 trying to get funding for a new station and that would be decided at the vote in March.

106

107 Ms. LaBranche suggested that they add in nice photographs of the community facilities,
108 recreation facilities, trails and beaches. Mr. Russell suggested they could hold a photo
109 contest. The Board thought that was a great idea. Ms. LaBranche would prepare a
110 proposal to post on the website for the photos.

111

112 The Recreation chapter will be reviewed in March and approved in April.

113

114 Ms. LaBranche suggested they review the Transportation chapter again to make sure it
115 was still updated since it has been some time since they approved it.

116

117 Ms. LaBranche noted the Natural Resources chapter would be her biggest project. She
118 would like to update the maps – water resources, forest and habitats. She would also like
119 to do callout boxes if there are any land preservation stores to highlight. Mr. Traeger
120 noted that the Conservation Commission has made 10 purchases and some of those
121 efforts could be highlighted.

122

123 Ms. LaBranche suggested they think about what types of maps they would like to include
124 in the chapter. She also thought as part of the recreation chapter, she would create a map
125 identifying water bodies and public access to them as well as maps of trails, public access
126 and parking.

127

128 Ms. LaBranche noted the Current and Future Land Use chapter also needed a lot of work
129 and would take the most input from the Board. She suggested doing another brief survey
130 and posting it on the website if there were specific targeted questions the Board had. Mr.
131 Mencis suggested they could do the survey at the town dump. The Board agreed they did
132 not want to do another comprehensive survey and felt the results they got from the
133 previous survey they did were sufficient.

134

135 Ms. LaBranche will start working on the Natural Resources and Current and Future Land
136 Use chapters and will draft something for the photo contest. Her goal for the project is to
137 have all the chapters completed by June so they could hold the public hearing in July.

138

139 Ms. LaBranche asked the Board to start thinking about what issues would be important to
140 cover in the Current and Future Land Use chapter and think about what they want
141 Sandown to look like in 10 years.

142

143 Mr. Traeger noted he would like to encourage businesses, but they don't have a lot of
144 commercial zones. Mr. Meisner added that they also don't have city water or sewer.

145

146 Ms. LaBranche told the Board what Stratham and Salem were trying to do by creating
147 village district areas. Members discussed the challenges and limitations of the current
148 business district in Sandown.

149

150 Ms. LaBranche noted she would not be able to come to the April 2nd meeting, but could
151 plan on coming the April 16th meeting.

152

153 **Correspondence**

154 The Board received:

155

156 A notice of a Site Plan Analysis Workshop

157

158 *The Source Newsletter*

159

160 A letter from Chief Tapley stating he wanted to review all plans moving forward.

161

162 The Board received correspondence from Attorney Gorrow regarding the Holmes case.

163

164 *Town & Country Magazine*

165

166 **Adjournment**

167 Mr. Brown made a motion to adjourn. Mr. Meisner seconded the motion. The Board
168 voted unanimously in the affirmative. MEETING ADJOURNED AT 8:55 p.m.

169

170 Respectfully submitted,

171



172

Andrea Cairns, Recording Secretary