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Sandown Planning Board
Minutes
March 21, 2013

Date: March 21, 2013

Place: Sandown Town Hall

Members Present: Mark Traeger – Chairman, Matt Russell -Vice Chairman, Ernie Brown, Matthew Brown, Steven Meisner

Also Present: Town Engineer Steve Keach, Recording Secretary Andrea Cairns

Absent: Ed Mencis, Jim Carroll

Opening: Mr. Traeger opened the meeting at 7:06p.m.

Review of 2/19/13 Minutes

MOTION: Mr. Ernie Brown made a motion to accept the 2/19/13 minutes as written. Mr. Matthew Brown seconded the motion. Members voted in favor. Mr. Russell and Mr. Nicolaisen abstained.

Review of 3/5/13 Minutes

MOTION: Mr. Russell made a motion to accept the 3/5/13 minutes as written. Mr. Ernie Brown seconded. Mr. Russell and Mr. Ernie Brown voted in favor. Mr. Meisner, Mr. Traeger, Mr. Matthew Brown and Mr. Nicolaisen abstained. The motion failed.

Correspondence

Rockingham Planning Commission submitted their invoice for the 2013 dues

Town & City Magazine

The Board received the MS4 Report that will need to be filled out

The Board received the annual report from Rockingham County Conservation District

Notification from the Attorney Gorrow stating that the Temporary Stipulation filed against Peter Holmes for the sale of his home was accepted by the court.

Ms. Cairns noted that the surety held for JH Chase for Phillips Pond Estates is due to expire in May. Mr. Keach noted that the surety could not expire unless the Board signs off on it.

Public Hearing for review of an amended site plan application submitted by St. Matthew's United Methodist Church. The property is shown on Map 10, Lot 22, and is located at 328 Main Street

Mr. Meisner stepped down because he is an abutter.

Dan Johnson, with Plaistow Consultants, Rick McNally and Dan Post were present.

47 Mr. Johnson noted that they were proposing to add a 4,000 sq. ft addition to the existing
48 structure. Mr. Johnson reviewed the proposed plans noting the history of the project and
49 indicated the addition to the site and the changes to the parking lot.

50

51 Mr. Johnson noted they were changing the type of septic system to a pipe and stone
52 system. They were waiting to see if there were any other changes to the plans before
53 submitting the changes to the system.

54

55 Mr. Traeger asked if they were following the dark skies ordinance for the light fixtures in
56 the parking area. Mr. Johnson noted they were.

57

58 Mr. Russell questioned the cistern indicated on sheet five. Mr. Johnson confirmed they
59 would be putting in a cistern for fire suppression. Mr. Russell questioned if they spoke
60 with the fire chief. Mr. Post indicated that once they had approved plans, they would do
61 that. Mr. McNally noted that the chief requested they wait until they had approved plans
62 before talking to him about it. Mr. Russell questioned why it was so close to the building.
63 Mr. Post noted that it allows for frost protection and gives access to the water for use for
64 sprinkler system.

65

66 Mr. Russell questioned the language “existing one-story building” noting it was an
67 existing two-story building. Mr. Johnson noted they were aware if the typo.

68

69 Mr. Nicolaisen noted concern about parking and questioned if they would use the lot
70 across the street and might consider putting in a crosswalk. Mr. Post noted that they
71 typically only use that lot when there is a very large event and are able to have crossing
72 guards there.

73

74 Mr. Keach reviewed his letter dated March 18, 2013.

75

76 He noted the driveway permit expired after a year and will need to be reapproved. He
77 also noted they need NHDES septic approval for the new system.

78

79 Mr. Keach addressed the positioning of some of the lighting fixtures noting that some of
80 the lamps are currently too close to adjoining property lines. They need to be 51 feet
81 away and will need to be moved. Mr. Johnson asked if they could just put a shield up.
82 Mr. Keach noted that it was absolute and needed to be adjusted and it may cause them to
83 have one less light and create a better light throw pattern.

84

85 Mr. Keach addressed his note asking them to reconsider providing raised landscape
86 islands in the parking area. He suggested that they put cobble islands to differentiate the
87 pavement. Ideally, he would like to see them raised with some landscaping. He
88 understands the ease of snow removal which is why they keep them flat, but would like
89 to see some landscaping in them to help break up the look of a large parking area. Mr.
90 Post noted that he appreciated the idea of the change in texture, but by creating raised
91 islands it would create a bit of a hardship for the church for snow removal.

92

93 Mr. Keach noted that the plan required the submission of a landscape plan. Since it is
94 such a prominent location in town, he would like to see something to soften the corner of
95 the parking area—trees with vertical height. Mr. Post noted they were open to any
96 recommendations the board had but reminded them, the work was being done by
97 volunteers so it needed to be low maintenance. Mr. Russell suggested Elm and Chestnut
98 trees noting they have disease resistant species; they grow quickly and don't need a lot of
99 pruning. Mr. Keach suggested they could have a lot of impact with standard nursery stock
100 and likely could go down to one of the nurseries and they could do a plan for them.

101

102 Mr. Keach noted they supplied a waiver request for VI:D.4 of the site plan review
103 regulations which proposed the outer edge of sidewalk construction planned along the
104 easterly and southerly façade of the planned building addition is to be protected curbing
105 which creates a six inch vertical separation between parking and sidewalk surfaces. Mr.
106 Keach does not feel he could support the waiver request for safety reasons. He did not feel it
107 would be a huge issue for plowing. Mr. Post noted for budget reasons, they were hoping to do
108 a bituminous curve. Mr. Keach didn't have an issue with that, but felt they would have
109 maintenance issues down the road because there is no way to properly adjoin the joint. Mr.
110 Post withdrew the waiver request.

111

112 Mr. Russell questioned the note regarding screening of solid waste storage facilities. Mr.
113 Keach clarified that they needed to put the dumpsters behind the building so they
114 couldn't be seen or they needed to put a fence around them.

115

116 Mr. Traeger questioned how the water would drain from the parking lot. Mr. Keach
117 explained the catch basin system they designed.

118

119 Mr. Traeger asked the public if they had questions or comments. No one from the public
120 commented.

121

122 Mr. Nicolaisen questioned if there would be specific areas to exiting and enter the
123 parking lot. Mr. Post noted there would be specific areas and there would be vegetated
124 areas to control that.

125

126 Mr. Traeger asked when they were hoping to get started. Mr. Post noted they would start
127 once the ground was ready and they were beginning their fundraising campaign.

128

129 Mr. Keach recommended that they come back with a proposal for what they plan to do
130 with the parking lot islands. Mr. Post noted they would likely do a textured concrete
131 instead of cobblestones for cost reasons. Mr. Nicolaisen noted concern about concrete
132 stating they might not get trees or shrubs in. Mr. Post noted they would leave large holes
133 for planning areas.

134

135 **MOTION:** Mr. Russell made a motion to accept the application for public hearing and
136 conditionally approve the amended site plan application for St. Matthew's United Methodist
137 Church shown on Map 10, Lot 22, and located at 328 Main Street. Mr. Matthew Brown
138 seconded the motion. All members voted unanimously in favor. The motion passed.

139

140 Fire Suppression Language for Subdivision Regulations

141 Mr. Traeger explained they were making the changes because Chief Tapley requested to
142 review subdivision applications and by having the review noted in the regulations gives
143 developers warning that they will need to meet with him.

144

145 Members discussed that some towns require residential sprinkler systems. Mr. Keach
146 referred to the RSA that regulates what they could require.

147

148 Mr. Keach noted he sent his proposed language to Chief Tapley. The chief was happy
149 with most of the language and was going to provide the board with specs on cisterns and
150 dry hydrants to include. Mr. Keach noted that there needed to be design standards in the
151 regulations. Mr. Keach also noted the regulations needed to be in both subdivision and
152 site plan regulations because it will create a path of authority to send someone to the chief
153 before they build.

154

155 Mr. Keach reviewed his proposed language. He noted as far as cisterns go, once they are
156 built and approved, the town owns them and is responsible for the maintenance.

157

158 Mr. Keach noted on another note that Tim Lavelle met with Chief Tapley regarding
159 Hillside Estates. They put in a dry hydrant and the chief is happy about that.

160

161 Mr. Keach suggesting waiting until the chief comes before the board with his proposed
162 language before continuing the discussion. They could then have a public hearing.

163

164 Officer Elections

165

166 **MOTION:** Mr. Russell nominated Mr. Traeger to be chairman for another year. Mr.
167 Nicolaisen seconded the motion.

168

169 *Discussion:* Mr. Traeger doesn't mind doing it, but reminded the board that he does travel
170 a lot. Members agreed it was a good decision to keep him as Chairman.

171

172 All members voted in favor. Mr. Traeger abstained. The motion passed.

173

174 **MOTION:** Mr. Ernie Brown made a motion for Mr. Russell to be Vice Chairman. Mr.
175 Matthew Brown seconded.

176

177 All members voted in favor. The motion passed.

178

179 Mr. Russell agreed to remain as Vice Chairman.

180

181 Engineer's Report

182 Mr. Keach noted that Tim Lavelle would be coming in with an application soon.

183

184 Mr. Keach asked Mr. Traeger if there had been an ESRLAC meeting. He noted the
185 wetlands bureau had sent them a copy of the application for the Wells Village Road
186 culvert. Mr. Keach is hoping to go out to bid soon but needs their approval first.

187

188 **Administrative Assistant Report**

189 Ms. Cairns reminded the board that the offices were moving and the planning office
190 would be moving to where the Selectmen are now.

191

192 **Other Business**

193 Mr. Nicolaisen asked the board what they wanted from the Selectman in terms of Master
194 Plan feedback. Mr. Traeger noted that they just needed to supply a “wish list” of
195 recommendations.

196

197 **MOTION:** Mr. Matthew Brown made a motion to adjourn. Mr. Nicolaisen seconded the
198 motion. All members voted unanimously in favor. The motion passed. MEETING

199 ADJOURNED at 8:49 p.m.

200

201 Respectfully Submitted,

202 

203 Andrea Cairns