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**Sandown Planning Board
Minutes
June 6, 2017**

Date: June 6, 2017

Place: Sandown Town Hall

Members Present: Erik Dykeman – *Vice Chairman*, Steve Meisner, John White, Bruce Cleveland – *Ex Officio*

Members Absent: Ernie Brown – *Chairman*, Ed Mencis – *Secretary*, Bill Greene, Matthew Russell – *Alternate*, Mark Traeger – *Alternate*, Doug Martin – *Alternate*

Also Present: Steve Keach – *Town Engineer*, Andrea Cairns – *Administrative Assistant*

Opening: Mr. Dykeman opened the meeting at 7:00 p.m.

Review of the 5/16/17 Minutes

MOTION: Mr. White made a motion to accept the 5/16/17 minutes as written. Mr. Meisner seconded the motion. Members voted in favor. Mr. White abstained. Motion carried.

Julie LaBranche – Rockingham Planning Commission

Ms. LaBranche provided the updated site plan regulations for the board to review. Steve Keach provided comments on May 23, 2017, which Ms. LaBranche incorporated.

Mr. Meisner recommended adding in a section about noncompliance which Ms. LaBranche also added.

She added a checklist for the applicant or the board to fill out when the application is submitted to ensure all required data is provided. Mr. Keach suggested they adopt the checklist as part of the site plan regulations; it could be added in as a reference, as an appendix, or attached to the application.

Ms. LaBranche also provided a one page fact sheet to be used for education to the public about what they are doing with stormwater.

Mr. Meisner noted he is very pleased with the document and thanked Ms. LaBranche for all her work on it. He suggested the one-page fact sheet should be a standard item that goes with the application; it gives the applicant the message before the process begins instead of after. The local engineers should also have this sitting in their office and hand it out when they do their plans; it is very informative for someone that is a brand new developer. It will give them a feel for conditions they will have to maintain and costs they may incur.

Ms. LaBranche suggested they could make it part of the application and require the applicant fill out the checklist so they can indicate where they may be deficient and where they are asking for waivers.

46

47 The Board liked the idea of requiring the applicant fill out the checklist. They also
48 suggested adding an area under the comments section to have a page number reference
49 for which sheet they can find the information on in the plan sets.

50

51 The Board agreed they would like to put this on the agenda for June to move to a public
52 hearing in July. They wanted more members present to do that.

53

54 Ms. LaBranche added that if they were to adopt these regulations as part of their
55 subdivision regulations they would just need to alter Section B – applicability. It could be
56 reworded to apply to subdivisions only when roads are constructed. She would strongly
57 suggest we fully implement them whenever a new road is constructed. Frontage lots
58 probably wouldn't need to apply unless there is significant roadside drainage that would
59 connect to the MS4 system. She will provide a paragraph to help modify that section.

60

61 She will also include some language for when the board may require mitigation for
62 roadside lots; when they are discharging into an already impaired water body for
63 instance. Ultimately, the board would want to require that they control all runoff so they
64 are not exacerbating those conditions.

65

66 Ms. LaBranche added that RPC would be offering another grant next year to help with
67 additional MS4 required items. She believes there would be enough funding available to
68 help each town. It would be a 50/50 matching grant.

69

70 **Other Business**

71 There was a memo from Keach Nordstrom regarding the Edwin Duston Revocable Trust
72 lot line adjustment plans. He noted the plans were ready for the board's signature.

73

74 There was only one officer present so the mylars would be signed at the next meeting.

75

76 **Correspondence**

77

- June 14, 2016 RPC annual meeting at the Portsmouth Country Club
- Email from Bruce Mayberry sending information to the school board regarding
79 calculations on how many children the apartment buildings may have

80

81 Mr. White reviewed the information from Mr. Mayberry and Mr. Keach regarding the
82 apartments. He questioned why Sandown school populations were increasing when it was
83 reported that enrollment was decreasing throughout the state.

84

85 Mr. Dykeman noted that at the last RPC meeting, they discussed this issue. The State of
86 NH is increasing in the 50+ age bracket and the 22-35 age bracket is decreasing at an
87 alarming rate. They discussed how they could lure businesses back into NH to encourage
88 the younger population to stay.

89

90 Mr. White questioned what the planning board could do in terms of keeping the school
91 aware of potential developments. Ms. Cairns noted that she could forward them notices
92 of decision any time a large development was approved.

93

94 **MOTION:** Mr. Meisner made a motion to adjourn. Mr. White seconded the motion. All
95 members voted unanimously in favor. The motion passed. MEETING ADJOURNED at
96 7:52 p.m.

97

98 Respectfully Submitted,



99

100 Andrea Cairns