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**Sandown Planning Board  
Minutes  
October 17, 2017**

**Date:** October 17, 2017

**Place:** Sandown Town Hall

**Members Present:** John White – *Vice Chairman*, Ed Mencis – *Secretary*,  
Bruce Cleveland – *Ex Officio*, Steve Meisner, Steven Finnegan

**Members Absent:** Ernie Brown – *Chairman*, Doug Martin – *Alternate*, Mark Traeger –  
*Alternate*, Matthew Russell – *Alternate*

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

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

**Review of the 10/3/17 Minutes**

**MOTION:** Mr. Mencis made a motion to approve the 10/3/17 minutes as written. Mr. Cleveland seconded the motion. Members voted in favor. Mr. Meisner abstained. The motion carried.

**Correspondence**

- Land Use Law Lecture through the National Business Institute
- Appointment sheet for Steven Finnegan

**Public hearing for a site plan application submitted by DC Development and Construction, LLC. The property is location on Valerie Way and is identified on Map 2 as Lot 33-7. The application proposes to construct a 4,200 sq. ft. commercial contractors building.**

Charlie Zilch from SEC Associates presented the application.

**MOTION:** Mr. Mencis made a motion to accept for jurisdiction the application submitted by DC Development and Construction, LLC. The property is location on Valerie Way and is identified on Map 2 as Lot 33-7. Mr. Meisner seconded the motion. The Board voted in favor. The motion carried.

Steven Finnegan joined the meeting.

Mr. Zilch reviewed the application. He noted the lot is part of an 8 lot commercial subdivision that dates back to 2002. The owner purchased three of the vacant lots. This is a 3.1 acre lot with no structures. It is wooded with slopes from the road that drop down in the back. There is a large wetland complex and fire pond with a drainage easement. It is not in a flood zone, shoreland protection or aquifer.

DC Development would like to construct a contractors building with an office space for a total of 5,000 sq. ft of building. All the parking will be in front and along the side. There

46 will be four bay doors—three in the front and one on the south side. It will have its own  
47 septic and well. There will be 5-6 employees on-site.

48  
49 All the drainage from the parking lot will be collected into one catch basin. There is a  
50 proposed manhole drain for roof runoff. There will be a rain garden in the back to treat  
51 the water before it goes into the culvert behind it. They will also redirect the existing  
52 culvert that goes under Valerie Way to the drainage easement where it was originally  
53 intended to go.

54  
55 Mr. White questioned if they were in the business district. Mr. Keach indicated the  
56 zoning was changed in the early 1990s. These lots were created as commercial lots, but  
57 this is the first building out there.

58  
59 Mr. Zilch noted that DC Development does residential development. His intention is to  
60 store equipment—small dump trucks, trailers with bobcats and other items needed for  
61 residential site work.

62  
63 Mr. Keach reviewed his letter dated 10/17/17. He noted that Mr. Zilch needed to send the  
64 plans to the Fire Chief for approval. He added that a limited surety would need to be  
65 posted. It would encompass erosion and sediment control; restoration of the site in the  
66 event of abandonment; and protection for the road. In addition, it would include the value  
67 of the completion of landscaping and site work to ensure that is completed, but does not  
68 hold up the issuance of a certificate of occupancy.

69  
70 Mr. Keach added that the applicant needed to provide more information on the materials  
71 that would be used. Mr. Zilch noted he generally provides a more detailed sketch but  
72 wanted to get through the initial review first. He added they would likely build a pre-  
73 engineered steel building. They may do vinyl siding on the office portion. There would  
74 be a false roof over the contractors building and a hip roof over the office.

75  
76 Mr. Mencis questioned if that road has been getting plowed. Mr. Keach noted it is an  
77 accepted Class V road, so it likely has been. The road agent could address any concerns  
78 about plowing it.

79  
80 Mr. Finnegan questioned how many vehicles would be parked there. Mr. Zilch noted they  
81 would have approximately 5-6 employees. There are 8 proposed parking spaces. All of  
82 the construction vehicles would be stored inside the building. There would also be  
83 additional space for parking in front of the bay doors.

84  
85 Mr. Zilch noted he could put together a more detailed landscaping plan but had hoped to  
86 keep that flexible for the applicant.

87  
88 Mr. Meisner questioned if there was a stop sign at the intersection of Owen's Court and  
89 Valerie Way. Mr. Keach was unsure, but that was something the road agent would be  
90 responsible for.

91

92 Mr. White questioned if there would be sprinklers. Mr. Keach noted the application  
93 needed to be reviewed by the fire department to determine what would be required. Mr.  
94 Zilch noted there wouldn't be any fuel or hazardous materials stored there.

95  
96 There was no public in attendance.

97  
98 **MOTION:** Mr. Mencis made a motion to grant conditional approval for a site plan  
99 application submitted by DC Development and Construction, LLC for the property  
100 location on Valerie Way identified on Map 2 as Lot 33-7. The following conditions to  
101 apply:

- 102 • Receipt of NHDES Construction approval for septic system
- 103 • Receipt of local driveway permit
- 104 • Provide performance guarantees in accordance with protocol described in Town  
105 Engineer's letter report dated 10/17/17
- 106 • Receipt of favorable report from Sandown Fire Department
- 107 • Receipt of correspondence from Town Engineer acknowledging all comments and  
108 recommendations offered in his letter report of 10/17/17 have been satisfactorily  
109 addressed
- 110 • Maintain positive PREA account balance

111  
112 Mr. Finnegan seconded the motion. The Board voted in favor. The motion carried.

113  
114 **Public hearing for review of amended Site Plan Regulations. The amendments add**  
115 **stormwater management regulations for site plans disturbing over 10,000 sq. ft.**

116  
117 There was no public in attendance. Mr. Keach reviewed the history of the MS4 Permit.

118  
119 **MOTION:** Mr. Mencis made a motion to adopt the amended site plan regulations adding  
120 in erosion and sediment control standards with a threshold of applicability of 10,000 sq.  
121 ft. Mr. Finnegan seconded the motion. The Board voted in favor. The motion carried.

122  
123 **PREA Account Balances**

124 The Board reviewed the PREA account balances that were ready to be released.

125  
126 **MOTION:** Mr. Mencis made a motion to release the following PREA account balances  
127 plus all accrued interest:

128  
129 *James Buckley, M3 L38, 33 Showell Pond Road:*

130 Balance: \$525.82

131  
132 *Dustin Edwin Trustee, M3 L47 and M28 L91, Holts Point Road*

133 Balance: \$621.34

134  
135 *Lord/Piccirilli, M6 L18A, Birch Drive*

136 Balance: \$449.03

137

138 *Montana Realty Trust, M18 L1, Pheasant Run Drive*

139 Balance: \$496.07

140

141 *Community Bank & Trust, MCC Northwoods, LLC, Valerie Way*

142 Balance: \$605.88

143

144 *Public Service of NH, Conditional Use Permit*

145 Balance: \$422.54

146

147 *Towne/Espinola, M2 L4, Hampstead Road*

148 Balance: \$73.57

149

150 Mr. Finnegan seconded the motion. The Board voted in favor. The motion carried.

151

152 **Other Business**

153 Mr. White and Mr. Mencis signed the mylars for Monagham Realty Trust.

154

155 Mr. White raised concern about the consistency of the recreation donation provided by  
156 applicants in lieu of on-site recreation for subdivisions. He noted concern with the  
157 amount agreed upon for the last application they heard and believed it was too low.

158

159 Mr. Cleveland agreed and noted that with new development, there is additional load  
160 being taken on by the Recreation Commission and facilities and it is important to support  
161 that.

162

163 Mr. Keach noted that the Board is asked to waive a provision. They do not have to waive  
164 that if they so chose. The donations have done a lot of good for the town and he would  
165 not want to see that watered down.

166

167 Mr. White noted he keeps seeing the donations going lower and lower and does not want  
168 to continue that trend.

169

170 Mr. Meisner noted that if the Board believes it does not meet the spirit and intent of the  
171 ordinance, they can deny the waiver.

172

173 **MOTION:** Mr. Mencis made a motion to adjourn. Mr. Finnegan seconded the motion.

174 All members voted unanimously in favor. The motion passed. MEETING ADJOURNED  
175 at 8:30 p.m.

176

177 Respectfully Submitted,



178

179 Andrea Cairns