PLANNING BOARD
TOWN OF PETERBOROUGH, New Hampshire
Minutes of July 14, 2014

Members Present: Ivy Vann, Tom Weeks, Jerry Galus, Audrey Cass, Alan Zeller, Rich Clark and Barbara Miller

Staff Present: Peter Throop, Director and Laura Norton, Administrative Assistant, Office of Community Development

Chair Vann called the meeting to order at 6:30 p.m. She introduced the members of the Board and staff.

Subdivision and Site Plan Review for 161 Wilton Road

Chair Vann noted the first thing the Board should do is vote to accept the application as complete. Mr. Weeks replied he felt the application was substantially complete and that they could move forward. A motion was made/seconded (Vann/ Weeks) to accept the application as complete with all in favor.

Jack Belletete stood and introduced himself. He noted the application was for a subdivision and site plan proposing a 29-unit condominium development consisting of five multi-family buildings with four buildings containing six units and one building containing five units on a conditionally subdivided 6.96 acre parcel.

Chair Vann asked if any of members had any questions. Mr. Weeks noted the Staff Report's mention of the subdivision and site plan design standards (page 2 B. 1 a.) and pointed out that the street standards for private roads "can only serve 10 dwellings units and this proposal is for 29." He asked "are they asking for a waiver for the 29 units or a waiver for all the private road standards in general?" Mr. Throop replied "they have applied for a waiver for number of units." He also noted the standards called for a proposed right-of-way of 50 feet and their road is proposed to have a right-of-way of 40 feet. He noted the waiver request had come in after the initial application as he distributed a hard copy of the request.

Chair Vann asked about the width of the road noting "the town's preference is that roads not be as wide as a landing strip" adding "our standards suggestion for a project this size is 18 to 20 feet wide with a 4-foot shoulder on each side." A brief discussion followed with Mr. Belletete interjecting that his plan was the way it was at the Fire Chief's request. "I did not want it that wide either" he said. The brief discussion about road width that followed included other options for travel width, trips per day, shoulder width and drainage concerns. Mr. Throop pointed

out the need for curbing on the east side of the road. He suggested a 20-foot travel width with 2-foot shoulders would meet the standard requirement. He also suggested they re-evaluate the issue with the Fire Chief. “In general the Chief wants to see a full 24 feet” he said adding “how wide the travel lanes are is just a matter of where you put down the white line.” Chair Vann interjected “the wider the travel lane the more likely it is to have people drive faster.” Mr. Belletete interjected a reiteration that he was not pleased with the width requirement and noted “I am caught in the middle, you people put me in the middle, you need to get things ironed out.” He went on to say “we are just doing what we have been told.” Mr. Weeks reviewed a 20-foot travel width with 4-foot shoulders with curbs “equals the 24 feet.” Chair Vann interjected “it is going to look like a lot of pavement, feel like a lot of pavement and drive like a lot of pavement.” With regards to the curb she asked “what will they look like?” adding “Cape Cod Bern?” Mr. Belletete replied “granite vertical with the sidewalk on one side and sloped granite on the other side.” Chair Vann asked “is that noted on the plan?” Mr. Belletete replied “no, not yet.” Citing the cost of reprinting plans Mr. Throop told the Board the applicant was holding off on another set of plans until the drainage issues had been addressed and resolved to save some money. Chair Vann replied “yes, OK, I understand that.”

It was noted that other issues were the numbering of the buildings for assessing purposes and the individual units for Fire, Police and EMS. Chair Vann also inquired about the chain-link fence around the drainage basin. “It is still chain-link” replied Mr. Belletete. Chair Vann replied “the Board will require some fairly substantial planting to screen the fence.” From the audience Peter LaRoche asked “what about *green* chain-link fencing? Chair Vann replied “you will still need to screen it.” They then reviewed the screening and landscaping for the sewer pump station to assure they were adequate. Mr. Throop suggested moving the generator on the plan to the other side of the building if it was feasible, “flip it” he said. When Ms. Miller asked “why”, Mr. Throop replied “noise.”

Mr. Weeks asked if the pump station was above ground or flush and Robert Saunders of Nobis Engineering replied “above ground” with Mr. Belletete adding “the Utilities Department asked for that so they could service the pumps at ground level.” It was also noted that while the generator would only kick in with power outages it would be tested on a weekly basis for operational assessment.

Chair Vann looked up and asked “anything else?” Mr. Weeks noted “there seems to be a lot of things in the drainage report they are still working on.” Chair Vann agreed noting “yes, there is.” Another brief discussion about the drainage plan including where the curbs were located and why they were necessary (erosion control) followed. When Mr. Belletete asked for clarification on why the curbing

had been placed where it was, Mr. Saunders interjected “I am struggling with that as well” adding “clearly this is a staff requirement not something from CEI (The town’s drainage consultant). Mr. Throop noted the contours of the parcel were indicative of locating the curbs where they were. He then went on to note the applicant was also requesting a waiver for a lighting plan. “The lighting will be on the buildings” he said. Mr. Weeks noted that lumens of less than 1650 were exempt anyway.”

Mr. Galus asked about the phasing of the project. Mr. Belletete noted that on the paperwork the project would be phased in that each building would have its own condominium units “and we would move from building one to another.” He added “but the plan is not to phase in the sense of actual phasing.” When asked his sense of timing for the construction Mr. Belletete replied he would complete the infrastructure for the project first then do one or two buildings a year.” A brief discussion about substantial completion followed with Chair Vann noting “documentation of the infrastructure being complete would go a long way.” Mr. Belletete replied “I understand.” A brief discussion about the drainage and grading needs followed with Chair Vann reiterating “the infrastructure and one building will be pretty close to 51%” Mr. Belletete interjected “it is all a function of sales. Realistically I think it will take two to three years to sell them.” Mr. Weeks replied “I was thinking more like 5 years.” Chair Vann interjected “in any case we would like some documentation of how you intend to handle the build out of the project.” Mr. Belletete asked “a letter?” with Chair Vann replying “yes.” Mr. Throop suggested that could be worked out with Rodney Bartlett “and be a part of the approval when we get ready to do that.” Chair Vann disagreed noting “no, I am not comfortable with that, we need a written list of what we want for conditions of approval.” Mr. Week asked “is there any objection to getting this plan more complete and come back next month?” The Board agreed the following were points of concern that the applicant could complete a plan of action for and present to the Board in August: phasing plan, drainage issues, re-location of the generator, landscaping and screening of the chain link fence and a light fixture cut sheet.

Mr. Weeks interjected “as well as the things in the staff report.” He also noted that Sheet C2 of the plan (proposed site plan) indicated the layout was for 30 condominium units even though the plan showed 29 units.

Before continuing the hearing Chair Vann opened the discussion to the audience. There were no comments or concerns voiced. A motion was made/seconded (Vann/Weeks) to continue the hearing to a date and time certain of August 11, 2014 at 6:30 p.m. with all in favor.

Minutes
A motion was made/seconded (Galus/Weeks) to approve the Minutes of June 9, 2014 as written with all in favor.

Proposed Amendment to Agriculture Business Enterprise Ordinance
Mr. Throop began with "we are proposing a sub-committee." He went on to note the proposed members were the Planning Board Chair and Vice Chair (Ivy Vann and Tom Weeks) as well as Andrea Cadwell for the Agricultural Commission and Joann Carr from the Conservation Commission. He explained they would be looking at and reviewing various ordinances "and will come up with a draft amendment to the ordinance for review at a public workshop." Ms. Miller asked "is that enough people?" Chair Vann replied "yes, we will have plenty of public meetings and everyone will get to stick their spoon in." She went on to note the importance of not having too many people. "When the committee gets too large nothing gets written" she said. Mr. Weeks asked "shouldn't we have an Agri-Tourism representative?" Mr. Throop replied "that would be Andrea, she is a member of the agricultural commission and will be acting as a conduit to the commission as she participates in the process." Mr. Clark spoke briefly about the workshop that had taken place on June 16th. "The farmers at my table were more relaxed" he said and expressed his concern that the members of the subcommittee were seemingly very conservative and very rule-oriented. "That is just my opinion" he said. Chair Vann replied "I hear your concern" adding "but no one wants to make this ordinance too restrictive." It was also noted that the subcommittee's draft would have to be approved by the entire Board before going before the townspeople. Mr. Clark reiterated his concern noting "the Farmers say the town voted this ordinance in to give them freedom and then they have to come here and listen to a lot of reservations. That is my feeling." Chair Vann noted the subcommittee will come up with guidelines of uses that can be allowed by right. "No permits, no appearances before the Board, maybe just a simple notification of event and dates" she said adding "my goal is to propose an amendment to the ordinance that makes clear all the things that can be done without having to ask." With reference to the workshop they had participated in in June Chair Vann told the members "that was not to define anything in particular, it was to see how hard it is to try to create a consensus, to come up with something that makes everyone happy." Mr. Weeks noted when there are negative impacts to a neighborhood or road you have to do something about it. "Others have rights also" he said adding "somebody needs to consider these things."

Chair Vann gave a personal example of family parties she had about 6 times a year with anywhere from 50 to 100 people. "We have been doing these for years and the world clearly did not collapse under the weight of my parties." She went on to say "I would like to see the same concept for the farmers."

A motion was made/seconded (Zeller/Cass) to accept the formation of a subcommittee to consider and propose amendments to the Agricultural Business Enterprise Ordinance with all in favor.

Other Business

Mr. Throop began with the appointment of a Planning Board representative to the Minor Site Plan Review Committee. He noted "This is an annual appointment, Rich, you held this position last year what is your pleasure?" Mr. Clark agreed to continue as the representative. A motion was made/seconded (Miller/Zeller) to appoint Rich Clark the Planning Board representative to the Minor Site Plan Review Committee with all in favor.

Chair Vann briefly reviewed the process of recruiting alternates for the Board. Residents Joe Byk and Bob Boyd were mentioned as potential and interested candidates. Ms. Miller asked "how do you want to go about this?" with chair Vann suggesting interested persons be invited to attend the August and September meetings. Chair Vann also noted "while we are on the subject we want to be sure we all agree that we need a Board that works well together. You can cripple a Board with the wrong choices. We need to be aware of that."

Planning Board Training

This training was postponed to the workshop meeting date of July 21st. While Ms. Miller as concerned that new members may miss out, Mr. Throop assured her he would provide an orientation and basic training for any new members. He also reminded the members of the Plan of Work and that it also needed some attention. "Time is rapidly passing by" he said.

Ms. .Cass noted she would not be able to participate in the training as she would be out of town. It was confirmed that she would be Skyped in for the training.

Reports from Other Committees

Mr. Throop began by telling the members the Master Plan Steering Committee was meeting this week with Charlie French for the University of New Hampshire's Cooperative Extension. "That will be Wednesday at 5:45" he said.

Mr. Throop went on to note the ZBA was participating in a site visit at the Buddhist Temple off Route 101 this Saturday and the Conservation Commission has announced wetland mitigation for Parmalee Drive would take place on town-owned property. Mr. Throop told the members the original mitigation was to be performed on the site of the town lagoons "but there were delays and the pace was slow. This will close out the mitigation at DES's request." He noted the land was formerly owned by the Hall Family and was located adjacent to the Evans Flats property. "It is a deed restriction not a conservation easement" he said adding the property has significant wetlands and wildlife habitat.

The meeting adjourned at 7:30 p.m.

Respectfully submitted,

Laura Norton
Administrative Assistant