

1 **TOWN OF SUNAPEE**

2 **PLANNING BOARD**

3 **JANUARY 1, 2019**

4 **PRESENT:** Peter White, Chair; Richard Osborne, Vice Chair; Donna Larrow; Joseph Butler; Randy Clark;
5 Jeffrey Claus, Alternate; Michael Jewczyn, Alternate; Suzanne Gottling, Ex-Officio Member; Michael
6 Marquise, Planner

7 **ABSENT:** Joseph Furlong;

8 **See attached sign in sheet**

9 Chairman White called the meeting to order at 7:00 pm.

10 Chairman White appointed Mr. Jewczyn to sit in for Joseph Furlong as a voting member for first hearing,
11 Mr. Claus for the seconded hearing, and Mr. Jewczyn for the third hearing.

12 Mr. Marquise told the Alternates that there will be an open seat available if either of them wants to run
13 for the Board in March.

14 **PARCEL ID: 0128-0020-0000 & PARCEL ID: 0128-0018-0000: SUBDIVISION / LOT LINE ADJUSTMENT:**
15 **PARCEL ID: 0128-0020 ANNEXING PARCEL A, CONTAINING 1112 SQ FT TO PARCEL ID: 0128-0018-0000;**
16 **29 GARNET ST, GLENN & SANDRA HAWKINS**

17 Mr. Marquise said that the application falls under Section 6.04 of the Subdivision application. The
18 application was filed in advance, fees were paid, notices were posted, and abutters were notified. Mr.
19 Marquise continued that he did not see a note on the plan with the Zoning District, which is required
20 under Section 6.04, and he recommends that it be added to the final plan. As this is a minor subdivision,
21 the items that are eligible to be waived under Section 6.05 (b) are: existing and proposed contours' the
22 existing and proposed utility lines' plans for storm water drainage' and water supply facilities. Mr.
23 Marquise continued that with those items he believes that the application is complete.

24 Mrs. Larrow made a motion to accept the application as complete for Parcel ID: 0128-0020-0000 and
25 0128-0018-0000 for Glenn and Sandra Hawkins. Mr. Butler seconded the motion. Mr. Marquise said
26 that this proposal has already been approved by the Zoning Board in December. Lot 20 is already non-
27 conforming and this makes it more non-conforming. The motion passed unanimously.

28 Glenn Hawkins and Martin and Sarah Liberman presented the merits of the case. Mr. Liberman
29 explained that they just found out recently that their driveway was not on their property. Mr. Hawkins
30 offered to subdivide his lot to allow them to have their driveway and garden as part of their property.

31 Mr. Clark asked and it was confirmed that the lots are on Town water and sewer.

32 Mrs. Larrow said that it looks as though the Liberman's entire driveway will not be in the parcel that is
33 being subdivided and annexed to their lot. Mrs. Liberman said that it is a common driveway.

Mr. Hawkins said that his lots used to be separate, but he did a lot merger because neither were conforming. He is giving the Liberman's their lawn that is currently on his property and their driveway where they turn into their house.

Mr. Butler asked what the right of way is for and Mr. Hawkins explained that there is a property above his that is owned by Mark and Julie Foley as well as a large parcel that used to be owned by Norm Perkins that both have a right of way over the properties. Mr. Butler asked and Mr. Hawkins confirmed that the right of way goes through both parcels. Mr. Claus asked if the language for the right of way will need to be corrected with this subdivision and annexation. Mr. Marquise said that the right of way already goes across Lots 18 and 20 and so there must be something in the deeds that talk about both properties so it will just come more across Lot 18 than Lot 20.

Mr. Marquise asked and Mr. Mr. Hawkins confirmed that it is a common driveway and he is giving the Liberman's the section where they turn into their house. Mr. Marquise asked and Mr. Hawkins confirmed that he has the right to cross the Liberman's land to get to his property.

Mr. Butler asked and Mr. Hawkins said that there is a stone wall along his property that holds up the Liberman's lawn. Vice Chair Osborne said that the triangle is 44.49 ft on the Garnet St side and 50 ft on the other side. Mr. Marquise said most of the parcel is the driveway, it is just a small piece of lawn.

Mr. Jewczyn asked and Mr. Hawkins confirmed that there will be no contour changes or anything, the property lines are the only things that are changing.

Mrs. Larrow asked which Zoning District the properties are located in. Mr. Marquise said that he believes they are in the Residential Zone, though it would be good to have it on the plan.

Chairman White asked and there were no additional questions for the applicants. Mr. Hawkins gave the Board the Mylar for the proposal. Mr. Marquise said that the Residential Zone was added to the Mylar.

Mrs. Larrow made a motion to approve the Subdivision / Lot Line Adjustment for Parcel ID: 0128-0020-0000 and Parcel ID: 0128-0018-0000: annexing Parcel A, containing 1112 sq ft to Parcel ID: 0128-0018-0000; 29 Garnet St, Glenn and Sandra Hawkins noting the following waivers: contours, utility lines, storm water drainage, and water facilities. Vice Chair Osborne seconded the motion. The motion passed unanimously.

PARCEL ID: 0211-0016-0000 & PARCEL ID: 0211-0017-0000: THE PROPOSED PROJECT IS THE CONSTRUCTION OF THREE (3) NEW STORAGE BUILDINGS IN THREE (3) PHASES. THE PHASE ONE (1) BUILDING IS 66 FT X 160 FT, PHASE TWO (2) BUILDING IS 66 FT X 140 FT, AND PHASE THREE (3) BUILDING IS 30 FT X 160 FT; 1000 ROUTE 11, HIGH PINES PROPERTIES, LLC

Mr. Marquise said that the application falls under Article V of the Site Plan Review Regulations; the application was filed in advance, notices were posted, fees were paid, and abutters were notified. He believes that there should be things added to the final plan under Article V including: a signature block for the Departments (Water & Sewer, Police, Fire, Highway, and Conservation); drainage calculations and a design because, according to the engineers, this is going to require a Stormwater Pollution Prevention Plan (SWPPP); a comment or revised permit from NH DOT as this is coming off a shared access; and a Wetlands Permit from DES for filling some wet areas. Mr. Marquise continued that the

Board can accept the application as complete even though there are some outstanding permits; therefore, he believes that the application is complete.

Mr. Clark made a motion to accept the application as complete for Parcel ID: 0211-0016-0000 and Parcel ID: 0211-0017-0000. Vice Chair Osborne seconded the motion. Mr. Clark made an amendment to require a signature block for all the Department Heads. Vice Chair Osborne seconded the amendment. The motion passed unanimously.

Patrick Buccellato of Pathways Consulting, LLC presented the merits of the case on behalf of the applicants.

Mr. Buccellato said that the property, known as North Star Self Storage, currently has 10 self-storage buildings and is located at 1000 Route 11. There are currently two separate lots and the owners are looking to expand with three new buildings on the newly purchased lot and the owners are willing to merge the two properties. Mr. Buccellato showed the Board the different building phases on the plan.

Mr. Buccellato said that the site has been graded to facilitate minimizing cuts and fills on the site; as a result they will need some short retaining walls on the south side of the site. They will also impact a small wetland area. The project has been to the Conservation Commission and, originally, the lot was all going to be paved but they have modified the plan so that they preserve a section of the wetland and do not impact it. The wetland will be protected by a berm and erosion control devices. The small wetland will be connected to the main body of the wetland through an open bog culvert to facilitate any wildlife who want to make their way from one side to the other.

Mr. Buccellato said that some of the drainage has been designed to go to a retention area that will then infiltrate into the ground. The rest of the drainage has been directed to storm water structures which will eventually get to a discharge point. Mr. Buccellato continued to explain the storm water drainage system.

Mr. Buccellato said that the site is currently wooded and will be cleared while maintaining an 80 ft undisturbed buffer between Route 11 and the site. They are also not proposing any additional landscaping because it is a self-storage facility.

Mr. Buccellato showed the Board the traffic flow and explained that there is approximately 25 ft between the buildings, which is standard for self-storage units.

Mr. Buccellato said that the site lighting will be building mounted lights with full cutoff fixtures at approximately 10 ft high. The buildings are approximately 10 ft high so the lights will be mounted at the roof line. They are not proposing any water or sewer utilities for these buildings. The office is at the end of one of the existing buildings and there are no plans to expand the use; he does not believe that an additional employee will be required.

Mr. Buccellato said that Mr. Marquise told him at the Peer Review meeting there were concerns regarding the use of the buildings and additional traffic the buildings might generate. The owners anticipate six additional cars per day, maybe more on the weekends.

108 Mr. Jewczyn asked where the snow will go and Mr. Buccellato explained that it will be either removed
109 off-site or pushed over the bank.

110 Mr. Claus asked about the pipe connecting the wetlands and Mr. Buccellato explained that the pipe will
111 be arched and have a gravel bottom and will naturally fill up with sediment and provide a way for any
112 wildlife to make it from the small wetland to the main wetland.

113 Mr. Butler asked and Mr. Buccellato explained the bio-retention area that is indicated on the plan to the
114 Board, it is a rain garden that needs to be constructed and is to assist with drainage.

115 Mr. Butler asked if the wetlands have been defined and flagged. Mr. Buccellato said that they have had
116 a certified wetlands scientist identify the wetlands and Pathways has field located it. Mr. Buccellato
117 showed the Board on the plan where the perimeter and delineated lines are located. Mr. Claus asked
118 and Mr. Buccellato explained that the permit before the NH DES Wetlands is to disturb about 500 sq ft
119 and was filed as a minimal expedited permit. He has checked the website and the application was still
120 under technical review; he believes that there will be a representative from the State going to the site to
121 review it before any action is taken on the permit.

122 Mr. Butler asked and Mr. Buccellato confirmed that the construction of the buildings will be done in
123 three separate phases. Mr. Butler asked if the infrastructure will be done before the buildings. Mr.
124 Buccellato said that he believes that the pads will be roughed in for each of the buildings and then the
125 buildings will be constructed later; the site work will be all done first.

126 Mr. Clark asked if there is a need for an Alteration of Terrain permit. Mr. Buccellato said that they do
127 not need one as it is under 100,000 sq ft of disturbance. They do need to get a SWPPP because it is
128 greater than one acre of disturbance.

129 Chairman White said that the lot looks flat. Mr. Buccellato said that it is flat, he tried to keep the grade
130 at around 2% to keep the water flowing, though at some places he is at 1.5%. It will also minimize the
131 height of the walls required.

132 Chairman White asked and one of the property owners said that there will be a few doors for entry into
133 each building; there will not be any doors on the back side of the second building.

134 Mr. Butler asked if the buildings are pre-fabs. One of the owners explained that the buildings are made
135 of metal and stick built.

136 Chairman White asked and the one of the owners explained on the plan where the entry doors will most
137 likely be located on the buildings. Mr. Clark asked and the owner explained which two buildings will be
138 heated. Mr. Clark asked and the owner said that in terms of traffic it is pretty consistent between
139 heated and unheated space. There was further discussion regarding the access to the buildings.

140 Mr. Clark said that he drives by the current facility and does not notice they are there. He asked if the
141 lighting will be in the front towards Route 11 or on the sides. Mr. Buccellato indicated on the plan
142 where the lights will be located and said that he submitted a cut sheet for the fixtures and they are full
143 cut off lights. Mr. Claus asked and Mr. Buccellato said that he does believe that the fixtures are full cut
144 off but they can be changed if needed. Mr. Claus said that he does not think that they would get the full

145 lighting that they need with a full cut off being mounted to the building. Mr. Claus asked and Chairman
146 White said that full cut off lights are not required, it just has to be down lighting. Mr. Claus asked and
147 one of the owners said that the lights are similar to what are currently on the newer buildings at their
148 facility. The owner said that they do not think that anyone will see more light from the road; the
149 elevation is a little higher on the road and there are more trees than the other area.

150 Mr. Butler said that 25 ft between the two buildings seems tight and asked if that is the best they can
151 do; if someone is unloading and someone else tries to get around he thinks it would be difficult. One of
152 the owners explained that there are only two doors on the long side of the heated buildings and it
153 shouldn't be an issue. Mr. Butler asked if the people will drive into the building as there are only two
154 doors. The owner explained the location of the doors and that the width between the buildings is
155 similar to the other buildings. Mr. Clark asked and the owner said that people will not be able to store
156 cars in the buildings. There was further discussion regarding this matter and that the doors will be
157 regular building doors except for Building 3, which will have overhead doors like the doors the current
158 buildings have.

159 Mr. Jewczyn asked and one of the owners said that they do not know if they will be having buried
160 propane tanks; they will be going with what the propane company recommends. They do not use a lot
161 of propane as they only heat the buildings to about 50 degrees.

162 Chairman White asked and Mr. Buccellato showed on the plan where the existing septic tank and leach
163 field are located. Chairman White asked and Mr. Buccellato said that the buildings will not have water
164 or sewer, only electricity and heat.

165 Mr. Butler asked if there are restrictions on what can be stored. One of the owners explained that
166 nothing explosive, hazardous, flammable, etc. can be stored. Mr. Marquise asked and the owner
167 confirmed that the contracts do indicate that people cannot live in the storage units.

168 Mr. Marquise said that in terms of building separation, 25 ft seems to be standard, however, the Fire
169 Chief said that he thought 30 ft was the amount needed. He recommends having a conversation with
170 Chief Ruggles regarding this issue as he will need to sign off on the final plan.

171 Chairman White asked how much traffic goes in and out of the site currently. One of the owners said
172 that they do not have a lot of traffic; they probably have 10 people on a Saturday. Chairman White
173 asked if they think that they will only add another 6 to 8 cars on a weekend. The owner confirmed this
174 and said that they can look up the metrics per square foot but it is the lowest traffic per square foot for
175 commercial use that there is.

176 Mr. Butler asked and one of the owners said that they are not fully rented currently. The business is
177 seasonal as people move more in the summer and the facility empties more in the winter. That is why
178 they are phasing the construction of the buildings.

179 Chairman White said that in terms of traffic, the property is located in a 50 MPH zone. One of the
180 owners explained that they just built a 65,000 sq ft facility in Salem, NH on Route 38, which is a very high
181 traffic road, and the State said that the absolute minimum traffic that the lot could be used for would be
182 for storage. It is a lower impact than other things such as apartments, commercial buildings with more
183 people working there, etc.

184 Mrs. Gottling asked if there will be propane tanks on the site if the Board needs to know how many and
185 where they will be located. One of the owners said that they will only be a few 250 gallon tanks.
186 Chairman White asked and the owner said that they will hopefully not be burying the tanks; they
187 currently have three above ground tanks. Chairman White asked and Mr. Osborne said that typically the
188 gas company will set where they would like them located. The owner said that the tanks usually go at
189 the ends of the buildings and not between the buildings. Mr. Butler asked and the owner confirmed
190 that the entire building gets heated, not the individual storage units. Mr. Clark asked if it is possible that
191 the tanks will be located on the front of the building and visible from the road. The owner said that on
192 the first building there would be a maximum of two tanks.

193 Chairman White asked and the owners confirmed that when this site is complete it will just flow into the
194 current site.

195 Mr. Butler asked if the frost walls and slabs will be set for all three buildings when they do the
196 infrastructure. One of the owners said that they will only be doing the first building. Mr. Butler asked if
197 there will be further disturbance in the future for Phases 2 and 3. The owner confirmed this but said
198 that they would still need to follow the SWPPP regulations. Mr. Butler asked how much time between
199 each phases is possible and the owner said that he does not know.

200 Mr. Butler asked if they will asphalt the entire site and the owner said that they may but they are not
201 sure yet. Chairman White asked and it was explained that the lot is not currently completely paved.

202 Chairman White asked and it was confirmed that they will install a new stop gate and Mr. Buccellato
203 said that there will be a gate at each entry point. There was further discussion regarding this matter as
204 well as about the existing gravel and paved areas.

205 Mr. Butler asked and Mr. Buccellato said that from a drainage perspective, bituminous concrete
206 pavement and gravel are treated the same way as they are both impervious.

207 Mr. Butler said that his concern for this project is regarding timing and the Wetlands Permit and asked
208 how the Board can be assured that the wetlands will not be damaged in the future as the project will be
209 done in phases. Mr. Buccellato said that main wetland is approximately 100 ft away. Additionally, the
210 SWPPP plan will have all the erosion control measures put in place and until the site is stabilized those
211 measures remain. One of the owners explained that DES comes out and looks at the site after each of
212 the phases to ensure that the SWPPP is being followed. Mr. Butler asked and Mr. Buccellato said that in
213 the future it is up to the owners to maintain the erosion control devices and not allow them to
214 deteriorate.

215 Mr. Marquise said that at the Peer Review meeting the Department Heads requested that the work be
216 overseen by the Town, which would have to be included in the motion for approval. Mr. Clark asked
217 and Mr. Marquise said that a bond will be required for the construction but the Board may want to
218 include that the approval requires an engineer to inspect the site once per week. Mr. Buccellato said
219 that the SWPPP has an inspection process where Pathways Consulting is responsible to inspect the site
220 after major storm events. If there are any violations they will report them to the contractor, who would
221 be responsible to fix them. Mr. Butler said that he is concerned with the time lapse. Mr. Jewczyn asked
222 if the Peer Review can be connected to each phase of the construction. Mr. Marquise said that he

223 thinks that the Board would have to connect the oversight to each phase. He understands that the
224 owners may rough in the entire site before they build each of the buildings so that the site is stabilized
225 before each of the buildings are constructed. One of the owners said that it might be better to do
226 Phases One and Two because they are more connected as a unit. Mr. Butler said that his concern is just
227 that Phases Two and Three could be done over a period of five or ten years and then the wetlands could
228 be affected. Mr. Butler asked if the Board can require the Town to monitor the site. Mr. Marquise said
229 that he thinks that the Board needs to make the request that there be some level of construction
230 observation and that it be up to possibly the Highway Director and the applicants to come up with a
231 construction plan as to how the phasing would be done. Mr. Clark asked and Mr. Marquise said that the
232 Town could require the Town's engineer to oversee the construction. Mr. Butler asked if the Board can
233 require a letter from Pathways after each of the phases are completed. Mr. Marquise said that the
234 Planning Board could make it a condition of approval.

235 Mr. Butler said that his two concerns are the distances between the buildings and protection of the
236 wetlands in the future. Mrs. Larrow asked if the Fire Chief would like 30 ft between the two buildings if
237 the owners would be able to do that. Mr. Buccellato said that if 30 ft is required between the two
238 buildings the retaining walls will need to be a little higher and the disturbance will be a little greater
239 towards the wetland. Mr. Clark asked if the greater disturbance will go over 100,000 sq ft. One of the
240 owners asked and Mr. Marquise said that the Town does not have a building separation requirement.
241 The owner said that they just built a facility in Salem and their requirement was 25 ft. Mr. Marquise said
242 that it was brought up at Peer Review but he has not spoken to the Fire Chief about it again. The owner
243 said that they will have a conversation with the Fire Chief. Mr. Buccellato said that the 80,000 sq ft of
244 disturbance is up to the clearing and if they have to push the building back it will not increase the total
245 amount of disturbance.

246 Mr. Claus said that he is also concerned with the wetlands. Mr. Claus asked and Mr. Buccellato said that
247 the plan has been submitted to the Wetlands Bureau. Mr. Claus asked and Mr. Buccellato said that he
248 believes the Wetlands Permit expires after 4 years. Mr. Claus said that the expiration of the Wetlands
249 Permit helps the Town with the timing because it will require another site visit and new calculations.
250 Mr. Butler asked if the Town will need to have another Site Plan review when the Wetlands Permit
251 expires. Mr. Marquise said that the Board can set the time limits. Mr. Butler said that he thinks that the
252 time limits should be tied in with the Wetlands Permit time limits.

253 Mr. Claus asked if there is a minimal distance from the wetlands for the level spreader. Mr. Buccellato
254 said that the spreader is designed to fill up and seep over the edge and it will spread into the woods.

255 Mr. Marquise asked and Mr. Buccellato confirmed that the design of the buildings is common to self-
256 storage buildings and the buildings will single story. Chairman White asked and one of the owners said
257 that they currently have 10 buildings with 30,000 ft, which is approximately 250 units. Chairman White
258 asked and the owner explained that the units are set in a 5 ft grid, however, they have not fully
259 completed the unit mix for the new buildings. Chairman White asked and the owner explained that they
260 believe they will have approximately 250 more units with the three additional buildings. Another of the
261 owners explained that the inside units have a tendency to be smaller sized units.

262 Mr. Butler asked about the space between the existing buildings and one of the owners said that it
263 varies between 20 ft and 25 ft. Mr. Jewczyn asked one of the owners said that he did not know how

264 close the nearest fire hydrant is located or the nearest water source. Vice Chair Osborne said that the
265 closest dry hydrant is in Trow-Rico, which is $\frac{1}{4}$ to $\frac{1}{2}$ mile up the road from the facility. Mrs. Larrow asked
266 and Vice Chair Osborne confirmed that there is another at the top of Trow Hill Rd.

267 Chairman White asked and Mr. Buccellato said that there are two 4 ft retaining walls, though they may
268 use site boulders as opposed to pre-cast walls. Chairman White asked and Mr. Buccellato confirmed
269 that there is a timber and metal guardrail at the top of the wall so people cannot go over it. Mr. Clark
270 asked and it was confirmed that the snow will be pushed there as there is enough room there.

271 Mr. Butler asked if the units are built to suit and one of the owners are explained the units are all built
272 out ahead of time.

273 Mr. Clark asked if the Board can review the traffic count before the next phase is started to see if there
274 has been an impact. Mrs. Larrow said that if the plans expire in four years they will need to reapply, in
275 which case they can review the impact then. Mr. Butler said that they are reviewing the Site Plan as a
276 whole and all of the phases can be completed in the four years. Mr. Clark withdrew his request.

277 There was a discussion regarding the raised platform berm that will ensure storm water from the Phase
278 Three building will not flow into the wetland. Mr. Butler asked and Mr. Buccellato confirmed that the
279 storm water calculations include roof runoff. Chairman White asked and Mr. Buccellato explained that
280 the wetland island was created after the discussion with the Conservation Commission as they
281 requested less impact on the wetlands. It was necessary because the Conservation Commission can
282 make advisory comments to DES and this was a simple but good compromise.

283 Mr. Butler asked and Mr. Buccellato said that he is not positive that the Wetlands Permit expires in four
284 years. Vice Chair Osborne asked and Mr. Buccellato confirmed that the bio-retention area will be part of
285 Phase One.

286 Chairman White asked if they use a lot of salt or chemicals in the winter for the parking areas or roads
287 and one of the owners said that they try to minimize those because they have metal buildings, so they
288 use more calcium and sand.

289 Chairman White said that the arrow for traffic flow in the raised berm should be removed and Mr.
290 Buccellato confirmed that he missed it. Chairman White said that between the bio-retention area and
291 Building Two there is traffic flowing both ways. Mr. Buccellato confirmed that there is 30 ft between the
292 building and the pond which would be wide enough for vehicles to turn around. Chairman White asked
293 if there are designated parking areas. One of the owners explained that typically people pull in close to
294 a door, unload or load their vehicles, and then leave; they do not encourage anything other than quick
295 stop parking.

296 Mr. Butler asked and Mr. Buccellato said that they will be installing a silt fence where there are fill
297 sections but not in front of the bio-retention area.

298 Mr. Marquise asked about the Upstream Catch Basin Snout Oil and Debris Stop as the invert-in is lower
299 than the invert-out and asked if it keeps the oil out. Mr. Buccellato said that it is a typo as he was
300 copying notes. Chairman White asked and Mr. Buccellato explained that Snout Oil and Debris Stop is an
301 area that filters debris and sediment. Vice Chair Osborne asked and Mr. Buccellato said that it does not

302 include a bag, it is a shield that collects debris and drops it to the bottom of the catch basin. The State
303 requires maintenance of it.

304 Chairman White commented and Mr. Buccellato confirmed that the lot is flat; that is why he has
305 included so many structures to get the storm water where it needs to go and eventually flow. Mr. Butler
306 asked and Mr. Buccellato confirmed that the lot is currently wooded except for a small area in the
307 middle that is open.

308 Vice Chair Osborne asked if the owners will build the road around the wetlands and in front of where
309 Building Three will be located in order to allow for traffic flow with the first or second phases. One of
310 the owners said that they will probably not do that. Mr. Buccellato said that there will be enough area
311 to turn around and go back out.

312 Mrs. Gottling asked how people get large furniture into the units and the owner explained that the
313 doors are 4 ft wide and taller than normal doors so it is not that difficult, especially as everything is on
314 ground level; they also provide dollies for people to use.

315 Mr. Clark asked if there will be a construction entrance onto Route 11. Mr. Buccellato said that there
316 will be a stabilized construction entrance that will have something to prevent debris from being tracked
317 on to Route 11.

318 Mr. Claus asked and Mr. Buccellato confirmed that all of the wetlands protections will need to be
319 constructed in Phase One.

320 Mr. Jewczyn asked if each of the units are separately lit and one of the owners said that most of the
321 units are lit from hallway lights; some of the bigger ones are lit from the inside. Mr. Jewczyn asked and
322 the owner explained that the heating is done via a central duct.

323 Chairman White asked and Mr. Buccellato said that the total lot coverage after all the phases are
324 complete and the two lots are merged will be 21.1%. The two lots together will be approximately 17
325 acres.

326 Mr. Clark asked and one of the owners explained that there are no additional plans for the remainder of
327 the lot. Mr. Buccellato said that the lot is restricted by the wetlands in the back.

328 Chairman White said that the first order of business is probably to merge the lots. Mr. Buccellato asked
329 if that has to come before the Planning Board or if it can just be filed at the Registry of Deeds. Mr.
330 Marquise explained that lot mergers are done through the Planning Board. There was further discussion
331 regarding this matter.

332 Chairman White said that he is surprised the Conservation Commission did not request a fence around
333 the wetland area. Mr. Buccellato said that they offered a berm and the Conservation Commission was
334 happy with that.

335 Mrs. Gottling asked if the Board knows how many storage units there will be in Town. One of the
336 owners said that there is a facility towards Newport, and he believes they were going to look at building
337 more units but he is not sure what they are planning. There was further conversation regarding this
338 issue.

339 Chairman White asked what the Board would like done as the next step. Mr. Clark said that there are a
340 lot of things hanging. Mr. Claus said that the lot merger should be a condition. Mr. Clark asked and Mr.
341 Marquise confirmed that there are two DES Permits that need to be approved: the Wetlands Permit and
342 the SWPPP. Mr. Buccellato said that the SWPPP is not a permit, it is a notification required before
343 construction is started. The SWPPP has to be onsite so that the contractor has something to go by. Mr.
344 Butler asked and Mr. Buccellato said that the SWPPP goes the duration of the project until the site is
345 stabilized and closed. Mr. Marquise asked and Mr. Buccellato confirmed that the SWPPP is not a permit.
346 Mr. Butler asked and Mr. Buccellato confirmed that he does not know how long the Wetlands Permit
347 lasts before it expires. Mr. Marquise said that there should be a letter or a revised permit from NH DOT
348 that says that they approve the proposal. Mr. Butler asked and Mr. Marquise confirmed that the
349 distance between the buildings will need to be part of the final sign offs. Mr. Marquise said that the
350 other two items he has are construction observation and possible bonding for the work. Mrs. Larrow
351 asked and Mr. Marquise confirmed that the Board will ask the Highway Director to facilitate the
352 construction observation. Normally, the Board cares about sedimentation, drainage, and the roads for
353 the bonding. Mr. Clark said that the Wetlands Permit website says that the Permit is good for five years
354 and they will have the opportunity to extend the Permit for another five years.

355 Chairman White asked and Mr. Marquise said that he believes that the drainage calculation is part of
356 the SWPPP. Mr. Buccellato said that they can provide backup for the storm water features and it can be
357 a condition and filed with the town.

358 Mr. Clark asked if there will be someone who inspects the rain garden and ensures that it matches what
359 it is supposed to be. Mr. Marquise said that the observation will need to be worked out with the
360 Highway Director.

361 Mrs. Larrow asked and Mr. Marquise confirmed that the bond should include the roads and drainage.
362 Mr. Marquise said that because the project will be phased, the bond can be put up for the different
363 parts in phases. Mr. Butler asked and Mr. Marquise confirmed that the engineer usually does the
364 estimate and the bond is for 110% of the costs. Mr. Buccellato asked and Mr. Marquise explained that
365 the cost to construct the buildings is not included in the bond, the roads, and the storm water system
366 are included.

367 Chairman White asked and it was explained that the berm detail was provided in the plans. There was
368 further discussion regarding the berm as Chairman White is concerned about the longevity of it,
369 especially with people plowing around it.

370 Vice Chair Osborne asked and Mr. Marquise explained that an approval can be made conditional on
371 getting the costs of the construction at a later time and then having a bond hearing before the
372 construction starts. At the bond hearing, the owners can bring in the State permits and everything can
373 be signed. Chairman White said that his concern is if Chief Ruggles says he would like 30 ft between the
374 building there will be some impact on the site. Mr. Buccellato said that everything will be picked up and
375 moved out five feet. Mr. Clark asked and one of the owners confirmed that they just built a facility in
376 Salem with 25 ft between the buildings. Mrs. Larrow asked and Mr. Marquise confirmed that the Board
377 would not sign off on the final plan before the bond hearing. Mrs. Larrow said that the Board is asking
378 for a lot of conditions and asked if it would be better for the applicants to take care of the conditions
379 and then return to the Board or have the approval based on all the conditions. One of the owners said

380 that they do not think that the Board is asking for anything they are unwilling to do or anything out of
381 the ordinary. Mr. Buccalato said that in terms of the plan, if everything needs to be moved out 5 ft it is
382 an easy fix. The Board agreed that they are fine with giving a conditional approval. Mr. Claus asked and
383 it was confirmed that there will need to be a bond hearing and at that time all the conditions should be
384 met.

385 Mr. Claus asked if boulders added to the berm would help with the snow plow protection. Chairman
386 White confirmed that he thinks something needs to help delineate the area. Mr. Buccalato said that
387 they can build a split rail fence around the berm and the Board agreed to that.

388 Mr. Butler asked and Mrs. Larrow said that her list of conditions are: lot merger; wetland permit, five
389 year term; SWPPP; DOT updated approval; space between the buildings; construction observation; a
390 bond for roads, drainage, and berm; and drainage calculations. There was a discussion that the split rail
391 fence around the berm should be a condition. Mr. Butler asked and Mr. Marquise confirmed that the
392 bond amount should be supplied by the engineer.

393 Mrs. Larrow made a motion to approve the proposed project of the construction of three new storage
394 buildings built in three phases on 1000 Route 11, High Pines Properties; Parcel ID: 0211-0016-0000 and
395 0211-0017-0000 with the following conditions: that there is in place the lot merger; the Wetlands
396 Permit; the SWPPP; the DOT updated approval; distance between buildings sorted out; construction
397 observation; bond of 110% - amount to be supplied by the engineer to cover the roads, drainage, and
398 berm; drainage calculations; and the split rail fence for the berm. Mr. Clark seconded the motion.
399 Chairman White asked and Mr. Marquise said that the signature block was something that will need to
400 be added and it was requested in the completeness. Mr. Butler asked if the wording ties into the
401 Wetlands Permit if the phasing isn't completed. Mr. Marquise said that he thinks that there should be a
402 time limit to return to the Board for a bond hearing and then depending on the phasing, the
403 construction deadline can tie into that. Mrs. Larrow asked and Mr. Marquise said that the bond hearing
404 should be completed within six months and that at the bond hearing the bond and construction
405 observation can be set and there can be time frames added. Mrs. Larrow amended her motion to
406 include that a bond hearing will be set within six months. Mr. Clark seconded the amendment. The
407 motion passed unanimously.

408 **PARCEL ID: 0235-0092-0000: SUBDIVISION / LOT LINE ADJUSTMENT: SEVEN (7) NEW LOTS.**
409 **EDGEMONT RD, LYNNE M. BELL.**

410 Jason Bell presented the merits of the case.

411 Mr. Marquise said that about one year ago the Board gave approval for the overall subdivision of the
412 property and construction observation was put into place to get the first part of the road built. In
413 September or October, they received approval for the three front lots. Now, they are looking at the
414 road layout and a request to be able to continue with the rest of the subdivision to have a total of nine
415 lots. Mr. Bell said that they have built 600 ft through the first two wetlands and stabilized that area.
416 Chairman White asked and Mr. Bell gave the Board a plan showing the as-built road.

417 Chairman White asked and Mr. Bell explained that they have cut the trees for the right of way for the
418 rest of the road.

419 Chairman White asked Mr. Marquise if this is a new application or a continuation of what has previously
420 been approved. Mr. Marquise said that based on what happened with the first part of the road, he
421 thinks the Board should request construction observation as it is a potential Town road. The Board is
422 not signing a Mylar for the back lots, so he does not know if a bond is required because they are not
423 guaranteeing access to anyone. Mr. Marquise asked and Mr. Bell said that there was a minimal bond
424 required for the first part of the road. There was an approximately \$6,000 bond and another
425 approximately \$6,000 that was required for the construction observation. Mr. Marquise asked and Mr.
426 Bell said that he thinks that the bond was for the wetlands crossing.

427 Mrs. Larrow asked what the Board would be approving at this meeting. Mr. Bell said that they have
428 built the road up to the intersection because they did not want to log through the wetlands. They had
429 permission from the Board to do this and would like permission to continue working on the road from
430 the intersection. Mrs. Larrow asked about the driveways to the subdivided parcels of land and Mr. Bell
431 explained that the driveways will be roughed in after the lots are located. They still need to do the State
432 Subdivision test pits for the lots; they have done the test pits for the lower three lots. Mr. Bell said that
433 they would like get the construction observation and permission to continue working on the road.

434 Mr. Clark asked about the sight line issue that was discussed at a prior meeting. Mr. Bell said that there
435 was someone in attendance at that meeting who said that they did not have the 400 ft required but
436 they have well over that amount and over 1,200 ft to the south.

437 Vice Chair Osborne said that at a prior meeting Mr. Bell was not sure where the road was exactly going
438 to go as they needed to do some cutting to see what they had. Mr. Bell confirmed this and said that
439 they have a better grasp on that now. He has to follow up with the Highway Director on this as they
440 think that the grades on the next phase will not be as bad as they thought. The grades that they have
441 been using have been drastically incorrect. Where the road was supposed to go there is a 30 ft cliff,
442 however, moving it 50 or 60 ft allows for the road to be flat. Mr. Bell continued that some things have
443 changed for the better.

444 Mr. Butler asked if the road layout on the original subdivision plan will be the same. Mr. Bell said that it
445 has changed a little bit and will all be documented with final engineering plans. They are trying their
446 best to keep the Highway Director up to date with what they are doing but it is everchanging. They now
447 have a better grasp after the lot has been cut. They need to get the surveyor to the lot and get the
448 engineer to draft the findings; they are still working on things. Vice Chair Osborne asked if the sizes of
449 the lots will be affected due to the location of the road. Mr. Bell said that they need to have a minimum
450 of an acre of buildable land per lot but even moving the road they still meet that requirement.

451 Mr. Butler asked and Mr. Bell confirmed that the roads will become Town roads; that is why the
452 construction observation is happening. Mr. Butler asked why the bond amount was so low. Mr. Bell
453 said that it was just for the small section of road to get over the wetlands. They do not have any gravel
454 on the road yet, it is only the base layer as they are still running trucks over it. The slopes have been
455 stabilized and all of the erosion controls are stable.

456 Mr. Butler asked and Mr. Marquise explained that Mr. Bell is asking for authorization from the Board to
457 allow him to continue building the road. The Board has to request construction observation for the
458 second part of the road the same as they did on the first part. Mr. Bell said that he came before the

459 Board to ask permission for the first part of the road rather than just going through the wetlands. Mr.
460 Butler asked if Mr. Bell is going to keep coming before the Board; he does not understand if this is a
461 design / build project. Mr. Marquise said that there will be a final Mylar that the Board signs, however,
462 it will be based on how the road lays out; some of the lots may need to be adjusted because the road
463 will have to be moved 50 ft towards the north. The Board has not signed a final plan, this is going off a
464 verbal approval.

465 Chairman White asked and Mr. Marquise said that the minimum lot size in this Zoning District is 1.50
466 acres. Chairman White said that there are a few lots that are close to the minimum lot size and he
467 assumes those will be the lots affected. Mr. Bell confirmed this and said that he also needs to have the
468 minimum of 1.0 acres of buildable area for those lots.

469 Chairman White asked and Mr. Bell confirmed that the 2017 plan that was submitted is the older plan
470 with the old lot number layout. Mr. Marquise said that the three lots along the road are on the most
471 updated plan. Mr. Bell came before the Board and got approval to do those lots.

472 Mr. Marquise said that the Board needs to determine if they would like to have construction
473 observation for the road, which has to be requested because the Town cannot ask for it outside the
474 Planning Board. The Board also needs to determine if they would like to have a bond that would protect
475 the Town for finishing the road. This is not as critical because they do not have a Mylar to sign; it was
476 done on the first part because they were crossing wetlands. Mr. Bell said that because this will become
477 a Town road he would prefer the Town's engineers watch the work so there are no questions as to what
478 happens; he does not want to end up with a private road.

479 Mr. Butler asked if the Board can request that Mr. Bell's engineer give them costs to build the road in
480 order to do a bond. The road could also constructed in phases based on sections. Mr. Clark asked and
481 Mr. Marquise said that the bond would be 110% of the costs. Mr. Butler said that they are over the
482 wetlands so the costs won't be as bad. Mr. Bell said that the rest of the road for this phase should be
483 fairly straight forward; the next phase will be much more difficult.

484 Mr. Clark asked and Mr. Bell explained that the Wetlands Permits are all in place. They also have a
485 SWPPP but are waiting for the Alteration of Terrian Permit.

486 Mr. Butler asked and Mr. Bell said that originally the road layout had grades of 11% but after they
487 finished cutting they have found that it will not be that bad. The as-built plan shows that it does get to
488 about 8.5% and will get slightly steeper but will be under what has already been discussed with the
489 Highway Director. Mr. Bell continued that the Highway Director was concerned about a having steep
490 slopes with curves.

491 Mr. Claus asked about the bond as a one is required to ensure there is money for the Town to finish the
492 road if it is not completed; this is not a Town road yet so there would not be a requirement for the Town
493 to finish the road. Mr. Marquise said that there is not a signed Mylar so the lots cannot be sold so the
494 Town does not have to guarantee the completion of the road. Mr. Butler asked and it was explained
495 that the construction observation is to ensure that if the road is going to become a Town road it is built
496 correctly.

497 Mr. Jewczyn asked and it was confirmed that these lots will all require private water and septic systems.

498 Mr. Marquise asked if the Board would like to get a small bond to cover erosion and other things that
499 might be detrimental to the environment. Mr. Claus said that with the proximity to the wetlands it
500 might be a good idea.

501 Mr. Butler asked and Mr. Bell said that there will be culverts in the road. Mr. Butler asked if they will be
502 installing hydrants. Mr. Bell said that there will be some detention ponds and he believes that one of
503 those will have a dry hydrant in it. Mr. Butler asked and Mr. Bell said that they will not be installing any
504 wet hydrants.

505 Mrs. Larrow asked how the Board can request a small bond for the project. Mr. Bell proposed they flip
506 the bond that the Town currently holds to be for this phase. Mr. Marquise asked and Mr. Bell said that
507 they have not received the bond back. The Board agreed with keeping the bond at the \$6,000 that they
508 already have. Mr. Bell said that he will follow up to ensure that the bond amount is \$6,000. Mr.
509 Marquise said that they can maintain the current bond or reinstate a new \$6,000 bond plus the
510 construction observation costs.

511 Vice Chair Osborne asked who sets the fee for the observation costs. Mr. Bell explained that the
512 Highway Director sets the fees with a quote from an engineering firm for a set number of visits. He is
513 using this as fill work and does not really know where they are in the inspection process. They have
514 been inspecting after every phase, however, he would be surprised if the bill has reached \$6,000.

515 Mrs. Larrow said that the notice says that this is a subdivision / lot line adjustment, however, that is not
516 what is being done. Mr. Marquise said that he would call it a continuation of a subdivision review.

517 Mr. Bell asked and Mr. Marquise said that the Mylar for the first three lots has not yet been signed, the
518 Board will be discussing that later in the meeting.

519 Mrs. Gottling asked about the adjustment that was made to go through the wetland. Mr. Bell explained
520 that they got a Wetlands Permit from DES to cross the wetlands. Chairman White asked and Mr. Bell
521 said that it did not require mitigation because it was 7,500 sq ft, which is under the 10,000 sq ft
522 allowance.

523 Mr. Jewczyn asked and Mr. Bell said that the road on the submitted subdivision plan is not what the
524 Board will be approving. The road will be moving approximately 50 ft to the north. Mr. Marquise said
525 that the Board will be approving the full subdivision showing the road in the correct location in the
526 future.

527 Mr. Butler asked and Mr. Bell said that the bond is good until the amount has been returned. Mr.
528 Marquise said that Mr. Bell gave the Town a check so it is not a letter of credit.

529 Mrs. Larrow made a motion to authorize the continuing work for the subdivision roads for Parcel ID:
530 0235-0092-0000; Edgemont Rd; Lynne Bell with construction observation and to maintain the current
531 bond. Vice Chair Osborne seconded the motion. Mr. Jewczyn asked and Chairman White explained that
532 the Board will be giving Mr. Bell permission to start construction on the part of the road that is not
533 completed yet. The Board will not know what the layout of the lots in the subdivision will be until he
534 comes in with an updated plan. The motion passed unanimously.

535 **CONSULTATION – PARCEL ID: 0103-0024-0000; OAK RIDGE RD, MCALISTER.**

536 Mr. Marquise said that the applicants are not at the meeting. This is regarding a subdivision that was
537 done approximately 30 years ago that is very convoluted. As the applicants are not at the meeting, he
538 believes that they are tabling the issue for now.

539 **OTHER BUSINESS - MYLARS**

540 Mr. Marquise gave the Board copies of the Bell subdivision for the three lots along Edgemont Rd. The
541 conditioned items were the State septic permits and the NH DOT approval. Mr. Jewczyn asked if the
542 Board signs the Mylar if the bond is released to Mr. Bell and would then need to be reinstated. Mr.
543 Marquise said that this does not have anything to do with the other subdivision; it is a separately
544 approved subdivision. Mr. Jewczyn asked and Mr. Marquise said that the bond is for the access to the
545 back lots; these do not access through that road. Chairman White asked and Mr. Bell confirmed that
546 these three lots have access off Route 103B / Edgemont Rd. Mr. Bell said that they were waiting for the
547 NH State subdivision permit and the DOT permit, which had to be revised for a second entrance. Mr.
548 Marquise said that the conditions were met so the Board can sign that Mylar. There was a brief
549 discussion regarding the subdivision.

550 Mr. Marquise said that there is a corrected Mylar for the subdivision / annexation for property on Stone
551 End that was previously approved. The lots were mislabeled, and Mr. Platt submitted a new Mylar for
552 signatures.

553 **MISCELLANEOUS**

554 There was a brief discussion regarding the terms that are up. Mrs. Larrow said that she is concerned
555 about running again because she is not sure if she can make another three year commitment and she
556 does not like leaving things undone. The Board said that they enjoy having Mrs. Larrow on the Board.
557 Mr. Butler asked and it was explained that the Board cannot amend the number of years of a Board
558 member.

559 Mr. Clark made a motion to adjourn the meeting at 9:21 pm. Mr. Butler seconded the motion. The
560 motion passed unanimously.

561 Respectfully submitted,

562 Melissa Pollari

563

564

565

566

567

568

569	Planning Board	
570		
571	Peter White, Chairman	Richard Osborne, Vice Chair
572		
573	Donna Davis Larrow	Joseph Butler
574		
575	Joseph Furlong	Randy Clark
576		
577	Michael Jewczyn, Alternate	Jeffrey Claus, Alternate
578		
579	Suzanne Gottling, ex-officio member	
580		