

**Town of Northwood  
Planning Board  
January 23, 2014**

Chairman Robert Strobel calls the meeting to order at 6:33 p.m.

**PRESENT:** Chairman Robert Strobel, Vice-Chairman Timothy Jandebour, Lucy Edwards, Lee Baldwin, Rick Wolf, Joseph McCaffrey, Town Planner Elaine Planchet, and Board Administrator Linda Smith. *Alternate Adam Sprague arrives at 7:10 p.m.*

**VOTING DESIGNATION:** Robert Strobel, Timothy Jandebour, Lucy Edwards, Lee Baldwin, Rick Wolf, and Joseph McCaffrey.

**ABSENT:** Selectman Representative Scott Bryer and Alternate Victoria Parmele.

**MINUTES**

**January 9, 2014**

**Mr. Jandebour makes a motion, second by Mr. McCaffrey, to approve the minutes of January 9, 2014, as amended, as follows:**

Page 3: spelling correction; Replace: ...does... to ...could...; Add: ...copies...

**Motion passes; 4/0/2.** Mr. Wolf and Mr. McCaffrey abstain.

**Case 14-01: David Mihachik, 87 School St. Map 216; Lots 30, & 31; and Daniel and Melinda Tasker, 101 School St., Map 216; Lot 32.** Applicants seek a boundary line adjustment to convey 1± acres from lot 31 to lot 30 and to convey 1 Ac. from lot 31 to lot 32; lot 31 to be eliminated.

Dan and Melinda Tasker are present.

Plans are distributed to members for review.

Ms. Planchet states that members received this case information at the work session two weeks ago. She states that she sent her staff notes to the surveyor, Roscoe Blaisdell. She states that the waiver requests for section 4.10(B)(2) and 4.10 (B)(4) were received after the work session and copies have been provided to members in the packets. In addition, she states that a revised plan was received via email.

Mr. Blaisdell arrives and provides copies of revised plans.

Ms. Planchet states that with the written waiver requests and the additional information that was provided on the revised plan, which she sees as clarification of the information that was submitted for the application, she recommends the application to be complete.

**Mr. Jandebour makes a motion, second by Mr. Wolf, to accept the application as complete. Motion passes unanimously; 6/0.**

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Mr. Strobel reads the abutter's list. No abutters are present and there is no public comment.

Mr. Tasker explains that he *and his wife* own lot 32 and they would like to extend their lot more towards the rear. He adds that they are aware that there is not anything that they can do with the back portion of the land.

**Mr. Jandebour makes a motion, second by Mr. McCaffrey, to grant the waiver request for Section 4.10(B)(2), as this is a lot line adjustment to add a portion of property to the rear of already developed lots, showing soil types of the site would be of no value.** Mr. Strobel states that board members should review the waiver request sheet and determine that all of the criteria for issuing the waivers have been met. **Motion passes unanimously; 6/0.**

**Mr. Jandebour makes a motion, second by Mr. McCaffrey, to grant the waiver request for Section 4.10(B)(4), as this is a lot line adjustment to add a portion of property to the rear of already developed lots, showing buildings, septic systems, and wells within 100' of the site would be of no value. Motion passes unanimously; 6/0.**

**Mr. McCaffrey makes a motion, second by Ms. Edwards, to approve the application for a boundary line adjustment, with the following conditions:**

- 1. Certificate of monumentation to be provided within six months;**
- 2. Mylar to be recorded with the registry of deeds within six months.**

**Motion passes unanimously; 6/0.**

**Case 14-02: 598 First NH Turnpike, LLC, 598 First NH Turnpike. Map 222; Lot 23.** Applicant is seeking a major site plan review to convert the existing structure from a residence to a mixed use for retail, residential, and professional office for a holistic healing center and to add parking.

Property owner Peter Horne, contractor Greg Bauer, and Scott Frankiewicz of Brown Engineering are present.

Copies of the site plan set, floor plans, and highway access plans are distributed to members for review.

Ms. Planchet explains the planning board process for the public. She states this is a land use board and the board looks to base their decisions on the applications based on information provided as it compares to the regulations. She provides an overview of the materials that the board reviews.

*Adam Sprague arrives at 7:10.*

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Ms. Planchet states that Mr. Frankiewicz has provided a document dated January 14 in which he inserted responses in bold print to her review notes of January 9. Ms. Planchet states that a memo has been received from the building department and is also in member packets.

Ms. Planchet states that she recommends that the application is complete; however, some items should be improved to better comply with the regulations.

**Mr. McCaffrey makes a motion, second by Mr. Jandebour, to accept the application as complete. Motion passes unanimously; 6/0.**

Mr. Strobel opens the public hearing and reads the abutters list. Abutters present are Leigh Hansen, Mr. & Mrs. Hargrove, and Mr. & Mrs. Snell.

Scott Frankiewicz provides a brief overview of the proposal as commercial, residential, and professional office; which is considered a mixed use. He gives an overview of the project timeline, and dates of material submission. He states that they have three state permits approved to date. He states that the NHDOT permit was issued with some requirements. He states that some pavement will be removed from the front of the garages. He states that there is at least 400' of sight distance.

A discussion is held regarding the parking spaces. Mr. Frankiewicz explains that they are proposing 34 parking spaces on the site; 13 to be paved, which meet the regulations, and 21 spaces to be gravel. He states that two points of access will be removed from the garages and that a sidewalk is being added from the parking lot to the building. He states that they are asking for a waiver from sidewalks along Rte. 4.

Mr. Frankiewicz mentions that there will be 3-4 festivals a year. There is no vehicle access for the festivals; it will be footpath only. He states that the NHDOT would require a police traffic detail for these events. He explains that the back area of the property would be cleared for a tent. This would be for walking only; there would be no vehicle access out back.

Mr. Frankiewicz states that there are two approved septic designs; one for residential and one commercial.

Mr. Frankiewicz states that a lighting plan has been provided.

Mr. Frankiewicz refers to the drainage design and explains that it is a sheet flow from southeast to the northwest into a small detention pond to the northwest of the property with a discharge point into the wetlands.

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Mr. Frankiewicz states that the traffic study determined that there is no need for a center turn lane because of the low volume of traffic he's predicting. He states that the report indicated that there were 12 trips per hour, based on the number of clients per hour.

Mr. Frankiewicz states that they are also apply for a waiver for the application fees.

Mr. McCaffrey asks about the access lane. Mr. Frankiewicz explains the requirements of DOT that there be 10 feet end to end on the property line. He states it is to be tied into the existing lane and that they taper back into the existing driveway. He states that the minimal is 10' in front.

Ms. Planchet states that the regulations require a traffic study and what has been provided is an analysis of the need to have a left hand turning lane, which is a limited study. She asks if that report was completed in response to NHDOT comments. Mr. Frankiewicz states that Steve Pernaw completed the report and it has been provided to DOT and they approved the report. Ms. Planchet explains that the state has jurisdiction on the state road and how folks enter it via the driveway permits and the town planning board jurisdiction begins at the property lines. Discussion ensues regarding the traffic study.

Ms. Edwards states that she looked at the traffic study and states that the count was done in November, a time when there is little going on. She states that there is a large increase of traffic in the summer time and there is more activity at the ball fields. Mr. Frankiewicz states that seasonal data has been factored into the report.

Ms. Edwards expresses concern with the rainfall figures provided as the data in the drainage report and states that they may not be up-to-date as recent rainfall has been much higher at times. Mr. Frankiewicz states that most current standard numbers come from DES.

Mr. Jandebour states that the traffic study does not consider the events when the traffic would increase as a lot of people are expected. Mr. Horne states that there is no way to know what the amount would be. He states that he would agree to have the town engineer review the traffic report.

Mr. McCaffrey asks if the proposal is successful, could it be beyond the parking on site. Mr. Horne replies that he has not thought about overflow parking; however, he states that perhaps he will ask the town if he could use the recreation fields parking area for overflow.

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Mr. Wolf states that it is hard for the applicant to be specific. Ms. Smith states that as per site plan, the applicant should be able to project a number. Mr. Bauer states that they could also bus people in to the site.

Abutter Leigh Hansen is present with two other sets of neighbors. She explains that three other sets of neighbors are not available; however, all are very concerned. She states that the neighbors have asked her to read their letters and she reads into the record letters from abutter Don Silva, herself, abutters Mr. & Mrs. Hargrove, abutters Mr. & Mrs. Quinn, and former resident of 599 First NH Turnpike Donald Bliss. Copies of these letters are provided. Mr. Strobel calls for a recess at 8:20 p.m. Session resumes at 8:28 p.m.

Mr. Strobel asks for further comments from the public. With no further comments, he closes the public comment section for tonight.

Mr. Jandebaur states that he has always been concerned about this section of road. He states that he feels that the current traffic information is not sufficient. He states that he is concerned with the impact of the recreation area and also the impact when the festival is occurring. He states that he would like to have the town's engineer look at the traffic study.

Ms. Baldwin asks about waste disposal as there is no space indicated for a dumpster. Mr. Frankiewicz states that this type of business will not produce a large amount of trash. He states that they'll dispose of the trash on their own.

Mr. McCaffrey expresses concern with the major traffic and asks if there has been any thought for a center lane. Mr. Frankiewicz replies yes and states that the numbers are provided in the traffic study.

Mr. Horne provides an overview of the various types of services that could be offered on site by practitioners. He explains that there will be some overlap of clients as one is leaving and another is coming for various activities. He states that sessions could be half/hour and that these services could provide various items for retail sales. He does not believe that it would be a large retail area drawing a lot of public. He adds that he does not plan on an actual store area; the primary purpose is to come for an appointment for some style of healing. Mr. Frankiewicz refers to the expected numbers of clients and states that the basis is five clients per hour for eight hours. Mr. Frankiewicz states that there is information relative to trip generation expected.

Ms. Planchet refers to the mission statement packet which notes that there will be five healers on site during the day. She states that the floor plan notes three rental units. She asks how many offices are actually being proposed. Mr. Horne explains the anticipated office space to be rented to the practitioners and that

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they could use the three spaces on the first floor, but also possibly the rooms on the second floor. Ms. Planchet suggests designating which areas are to be offices vs. residential and that an approval would specify square footage of each use. She further explains the approval process. Discussion ensues.

Additional discussion is held regarding engineering review. Ms. Planchet states that the board should consider whether or not to utilize engineering review services for the landscaping plans, drainage plans, and the traffic study. She suggests that the conservation commission could also review the landscaping plans for an advisory opinion as included in the regulations.

Further discussion is held on a logging operation to remove trees. Mr. Snell, 588 1<sup>st</sup> NH Turnpike, questions whether the road is on his land or on the subject property. Mr. Frankiewicz explains the area and does not believe that there is an error with the boundaries. He offers to meet with Mr. Snell at another time to go over the information.

Mr. Strobel asks about both the residential and commercial septic designs and the fact that there are two well and two septics. Mr. Frankiewicz explains that with the residential use, the requirement is more gallons per day needed so the radius of the well expands. He states that the existing field will be removed. Mr. Bauer explains that the septic system that is proposed will make a better system.

Mr. Strobel states that it was mentioned that they are proposing to remove access to the existing garages from the Rte.4 side. He asks about the access to the back and the purpose. Mr. Bauer states that there will be no pavement; it will be grass and loam. He states that the garage will be for storage of snow blower, lawn mower, etc.

Mr. Strobel requests that all plan notes be printed on all of the plan pages.

Mr. Strobel mentions the difficulty of getting out onto Rte. 4 in certain areas and on the Ridge as well. He states that he has concerns with being able to cross into the other lane, and he considers the speed, distance, reaction time, etc. He would like to have additional information provided. Discussion ensues. Mr. Frankiewicz states that currently the shoulder is being expanded 10 feet. He states that the reaction times are all based on the site distance. He states he will ask Steve Pernaw for more information.

Mr. Bauer states that this is the same issue with the ball fields. He states that a traffic study was not completed for the fields. He asks if there were any abutters present at those planning board meetings. Ms. Hansen replies that she did attend the meetings but there were other issues.

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Ms. Planchet states that there is a state statute that is relevant when there is a town project being proposed. She explains the process of the town ball fields site review. She states that the town is required to notify the board and abutters; the planning board holds a public hearing on the proposal and provides comments to the town. However, the town is not required to follow the recommendations of the planning board.

Mr. Wolf states that the town chose not to spend the funds to have the traffic study done. He states he feels that it should have been done and now the burden is put onto this applicant.

Mr. Frankiewicz states that the safety issues have been noted and that is why we are here meeting with the board.

Mr. Jandebaur states that the traffic study should take into consideration the use of the ball fields and in relation to any proposed events. He states that there is a difference between daily visits to the business and larger events. He feels that this area on Rte. 4 is one of the most dangerous areas on that road. Mr. Strobel mentions that the accidents reports and fatality information can be obtained.

Ms. Planchet states that CMA could look into this within their review. She suggests that they look at the site plan regulations, which include the traffic study requirements, what was provided by the applicant, and ask for the changes made by NHDOT, include the minutes and the abutter's comments from tonight. She states that if the traffic study is adequate, the board may want to know how these concerns can be addressed and ask them to provide suggestions as how to address the safety concerns that have been expressed.

**Mr. Jandebaur makes a motion, second by Mr. McCaffrey, to send the following to CMA:**

- **minutes from this meeting,**
- **abutters letters,**
- **explain concerns with ball fields,**
- **proposed events 4-6 times per year,**
- **traffic study to be determined if adequate,**
- **how to address issues of safety,**
- **NHDOT driveway permit application,**
- **revised plans provided as a result of the application process**

**Motion passes; 5/0/1. Mr. Wolf abstains.** Mr. Wolf explains that he abstains as feels that the town should have done their part when the ball fields were constructed and they did not. He wanted the traffic study completed at that time and he does not want to vote on this.

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Ms. Planchet states that she will gather the information and send it to the engineers who will provide an estimate for their review. She states she will provide the estimate to Mr. Frankiewicz and once the check is received, the engineers are directed to begin the review.

A discussion is held regarding the purpose and review of the drainage plan. **Mr. Jandebaur makes a motion, second by Ms. Edwards, to send the following items to the conservation commission for an advisory opinion:**

- **sheets L-1, L-2, and 5 of the landscape plan; along with snow storage area, and**
  - **reference to site plan review regulations for the landscaping section,**
- Motion passes; 4/2. Mr. Wolf and Mr. McCaffrey are opposed.**

Ms. Smith mentions the lighting plan as there were concerns mentioned by the abutters relative to light pollution. Mr. Frankiewicz states that there are only three poles proposed rather than six as previously noted. He states that these lights will be low shoebox lights, at 24' high and they will be shielded lights and will be just enough to cover the parking area.

Ms. Planchet asks about the sign. She states that there is a note indicated that the sign will follow the regulations and that a definite proposal should be provided. Mr. Frankiewicz states the sign will be white and have ground lighting.

Mr. Strobel states that the waiver requests will be addressed at the next meeting.

Mr. Strobel states that the public hearing is continued to February 27, at 6:30 p.m.

**OTHER**

***Status of Master Plan Update/CIP***

Mr. Strobel stated that he had provided copies of the housing section to members for the Master Plan. He states that he is working with Ms. Parmele regarding the transportation section. Mr. McCaffrey states that he will be providing hard copies of land use section. Ms. Baldwin states she is still working on the natural resources information.

Mr. Strobel states that as far as the CIP, he has put this off so that the Master Plan can be completed. He adds that he is also working on the highway plan. Ms. Planchet states that nothing new has been received for the CIP.

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**SIGNATURE & PENDING FILES:**

Ms. Planchet provides an update on the pending cases.

**Case 13-06: Richard & Dianna Smith, 9 Ginger Snap Ln. Map 230; Lot 63-1.** Applicants seek minor site plan review to add retail sales of guns and gun parts.

Ms. Planchet states that all conditions have been met. The plan has been signed.

**Case 13-13: Dog House Retreat, LLC, 813 First NH Turnpike. Map 222; Lot 55.** Applicant seeks minimal impact review to change the use of the property to general business/retail/office space.

Ms. Planchet states that all conditions have been met. The plan is signed.

**Case 13-11: 153 Jenness Pond Rd., LLC, 153 Jenness Pond Rd. Map 206; Lot 26.** Applicant is seeking to subdivide 4.7 +/- acres into two lots with a common driveway. New lot will consist of 2.5 Ac. with 150' frontage on Jenness Pond Rd. Remaining lot to consist of 2.2 Ac. with 150' frontage on Jenness Pond Rd.

Ms. Planchet states that revised plans have been provided and the information needs to be verified.

**Case 13-16: Ron and Valerie Chase and Alfred and Patricia Leffel, 710 First NH Turnpike. Map 222; Lots 12 & 12.1.** Applicants seek a lot line adjustment to convey 10 Ac. from lot 12.1 to lot 12.

Ms. Planchet states that the plan has been signed.

**Mr. McCaffrey makes a motion, second by Mr. Wolf, to adjourn at 9:37 p.m. Motion passes unanimously; 6/0.**

Respectfully submitted,

Lisa Fellows-Weaver  
Board Secretary