

**Town of Northwood  
Planning Board  
January 9, 2014**

Chairman Robert Strobel calls the meeting to order at 6:35 p.m.

**PRESENT:** Chairman Robert Strobel, Vice-Chairman Timothy Jandebour, Lucy Edwards, Lee Baldwin, Town Planner Elaine Planchet, and Board Administrator Linda Smith. Selectmen's Representative Scott Bryer arrives at 6:45 p.m.

**VOTING DESIGNATION:** Robert Strobel, Timothy Jandebour, Lucy Edwards, Lee Baldwin. Scott Bryer at 6:45 p.m.

**ABSENT:** Rick Wolf, Joseph McCaffrey; Alternates Adam Sprague and Victoria Parmele.

**MINUTES**

**December 12, 2013**

**Ms. Edwards makes a motion, second by Mr. Jandebour to approve the minutes of December 12, 2013, as amended, as follows:**

Page 4: spelling correction; Delete: "See attached copy."

Page 5: Restate: *Mr. Jandebour states that there is 550' from the end of the maintained section to the driveway, then there is another 500' to the end of the public roadway.*

Page 6: Add: *...of...;* Delete: Ms. Edwards replies it is not met.

Page 9: Replace: *...place...* to *...application...;* Delete: *...due to costs to the developer, not a plan as to where they were going to go.*

**Motion passes; 4/0.**

Mr. Bryer arrives at 6:45.

**Continued Case:**

**Case 13-14: Christine Bucci, 10 Welsh Rd. Map 242; Lot 23.** Applicant is seeking to subdivide 42± Ac. into two lots: New lot to be 3± Ac.; remaining lot to be 39± Ac.

Mr. Jandebour recuses himself from this case as he is an abutter and leaves the table.

**VOTING DESIGNATION:** Robert Strobel, Scott Bryer, Lucy Edwards, Lee Baldwin.

Mr. Strobel reads a letter dated January 8, 2014 from Attorney Puffer, which states Ms. Bucci is withdrawing her application for the subdivision.

**Ms. Edwards makes a motion, second by Mr. Bryer, to acknowledge receipt of Attorney Puffer's letter withdrawing the subdivision application**

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**of Christine Bucci, Case: 13-14, and accepts the withdrawal without prejudice. Motion passes unanimously; 4/0.**

Mr. Jandebour returns to the table as a voting member at 6:52 p.m.

**TECHNICAL REVIEW:**

**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.

Members review the application materials, plans and staff review notes. General discussions are held. Ms. Planchet explains the requested changes to the lots. She suggests that there should be a note added stating that the back lot is to be eliminated. She adds that the solid line on the plan appears to be a driveway; it is not clear if it is gravel or paved. Ms. Planchet states that most of the area is in the agricultural overlay district, which should be noted on the plan but would not affect the proposal as the lots are already developed.

Mr. Jandebour asks if showing the buildings, well, etc. should be shown on the plans. Ms. Planchet states that this information should be shown, per the regulations, or a waiver request should be provided.

The consensus of the board is for the staff review notes to be sent to the applicant.

**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.

Ms. Planchet gives an overview of what has been submitted to date with the application and a history of the application that was previously submitted.

Members review the application materials, plans and staff review notes. General discussions are held. Ms. Planchet states that written waiver requests have been provided for sidewalks and application fees. She explains that five offices are proposed to be used on a daily basis. She states that there is a retail space proposed for the sales of products. She states that the proposal includes residential use on the second floor for occasional use by out of town practitioners.

Ms. Planchet refers the board to Sheet 3 and states that the proposal is to clear, grub and loam a portion of the lot in the back for events locations. She

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states that there is an area delineated as wetlands between the parking area and this proposed events location. She states that the board may want to ask about how the applicant proposes to cross the wetlands to get to that area to clear and also how the folks will get there for the events.

Mr. Jandebaur states that he does not see where the traffic plan indicates that occasionally there will be events taking place with a significant amount of people on *site*. Discussion ensues regarding the traffic analysis provided. Ms. Planchet states that the board will have to decide whether the traffic analysis report qualifies as a traffic study requirement. Mr. Jandebaur asks whether the sight distance has been shown and *could* not locate it on the plan provided. Mr. Strobel states he does not see reference to sight distance in the traffic report. The consensus of the board is that sight distance information and three additional traffic report *copies* be provided.

Discussion ensues regarding state licensing for practitioners. Members ask for copies of the "Mission Statement" provided. Ms. Planchet states that staff will make copies and provide them in members' packets.

Ms. Planchet states that she will forward the staff review notes to the applicant and also ask for information on sight distance and three additional traffic study reports.

**OTHER**

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

Mr. Strobel provides copies of the housing section that he prepared. He states that to date, Ms. Edwards has provided copies of the agriculture and water resources sections. Mr. Jandebaur states that he has provided EDC. Ms. Baldwin states that she is working on the natural resources section. Mr. Strobel states that Mr. McCaffrey is working on land use and Ms. Parmele is working on transportation.

***Town Report***

Mr. Strobel states that he will email the board's draft town report. He states that in the town report he explained that the CIP was put on the back burner for the Master Plan.

A discussion is held regarding having members' drafts of their vision points available at elections. Mr. Strobel asks if members would like the visions points included in the town report. General consensus is not to include the vision statements within the town report but to have copies available as a handout for the upcoming election.

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**Staff Items**

Ms. Smith indicates that Ms. Edwards and Mr. McCaffrey terms will end this March and that the filing period is January 22 through the 31st.

**CORRESPONDENCE**

Ms. Planchet provides an FYI sheet from the Department of Transportation regarding the Rte. 4 project from Epsom to Nottingham.

New 2014 RSA books are distributed.

**ADJOURNMENT**

**Mr. Bryer makes a motion to adjourn. Mr. Jandebeur seconds. Motion passes unanimously at 7:45 p.m.**

Respectfully submitted,

Lisa Fellows-Weaver  
Board Secretary