

**Town of Northwood
Planning Board
October 22, 2015**

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

PRESENT: Chairman Robert Strobel, Vice-Chair Lucy Edwards, Richard Bojko, Lee Baldwin, Betty Smith, Victoria Parmele, Town Planner Matthew Sullivan, and Board Administrator Linda Smith. Also present is Town Administrator Joe Gunter.

ABSENT: Selectmen Representative Rick Wolf, Alternate Joseph McCaffrey, and Alternate Ken Rick.

VOTING DESIGNATION: Chairman Robert Strobel, Vice-Chair Lucy Edwards, Richard Bojko, Lee Baldwin, Betty Smith, and Victoria Parmele.

MINUTES:

October 8, 2015

Ms. B. Smith makes a motion, second by Mr. Bojko, to approve the minutes of October 8, 2015, amended as follows:

Page 3: Add: ... *and infrastructure investments and repairs.*

Motion passes; 5/0/1. Mr. Strobel abstains as he was not at the meeting.

PRELIMINARY CONCEPTION CONSULTATION

Scott Frankiewicz ~ John Ovadek, 1064 First NH Turnpike. Map 217/Lot 45.

Mr. Frankiewicz is present representing the property owner, John Ovadek. He provides a preliminary plan and explains the location of the property. He provides an overview of the existing on-site buildings and businesses, which includes a moving company, and a one bay garage in Building 1. Building 2 includes a garage for automobile repairs. He adds that there is also one residential structure on the lot.

Mr. Frankiewicz explains that the proposal is to develop the rear of the site with a self-storage facility. He states that there are currently no structures in this location. He states that the lot is 3,500 ft. deep and is largely a gravel driveway. He notes that there are some areas of the lot that are unbuildable. He states that there are two wetlands on site. Mr. Frankiewicz explains that the proposed storage facility would consist of 8 storage buildings totaling 82 units. He further explains the existing access and notes that there may be improvements to the existing access and the on-site loop would be one-way access. He notes the possible drainage locations and adds that there will be no septic or water usage increase. He explains that the office for the proposed facility will run out of the current on-site office.

Official as of November 19, 2015

**Town of Northwood
Planning Board
October 22, 2015**

Mr. Sullivan asks if the 8 buildings include the existing buildings. Mr. Frankiewicz replies that the proposal is for 6 new buildings; there would be 8 buildings total with the mobile home once the project is completed.

Mr. Sullivan asks about the adequacy of 16' access paths. Mr. Frankiewicz states that the paths between the buildings would be one way, which would force drivers outside along the 24' circle. Discussion ensues regarding the traffic and the traffic pattern. Mr. Strobel notes that 24 hour access could be a concern. Mr. Sullivan states that dimensions are very important for traffic circulation. He notes that the site plan was just approved for an additional business, which could increase traffic. He adds that parking spaces were approved along the western portion of the property where the gravel access road is shown entering the site.

Additional discussion is held regarding the drainage pond and lot area, specific to traffic. Ms. Parmele asks about the width between the units and discussion ensues regarding increasing the travel way from 16' to at least 18' to allow for more vehicular clearance.

Mr. Frankiewicz states that he has attempted to contact the road agent regarding the status of Old Canterbury Road. Ms. Smith states that it is a Class VI road, but is a town road.

Mr. Sullivan asks if the board would require a drainage and/or traffic study for this site. Mr. Strobel replies that he would like to see business numbers, traffic in and out, length of duration on items. Discussion ensues as Mr. Frankiewicz inquires as to what the board is looking for specifically. Mr. Strobel recommends checking with other storage facilities for traffic amount trips. Mr. Bojko feels that the traffic counts will be low.

Mr. Sullivan asks if the area would be paved. Mr. Frankiewicz replies that the area will not be paved; however, the owner knows that he would need to appear before the planning board again if the property were to be paved. Mr. Strobel notes the ratio of impervious surface with paving to pervious surfaces.

Mr. Strobel requests that the buildings be renumbered when the final plan is completed.

Mr. Frankiewicz asks about the specific type of use. Mr. Sullivan replies that he will get back to the applicant regarding the use.

Official as of November 19, 2015

**Town of Northwood
Planning Board
October 22, 2015**

Mr. Frankiewicz asks about the access relative to Olde Canterbury Road. He asks if the site could be accessed through Olde Canterbury Road rather than Rte. 4, which would require a NHDOT permit. Ms. Smith mentions RSA 674:41 and that no building permits can be issued on a class VI road without approval. Mr. Sullivan suggests that Mr. Frankiewicz speak to NHDOT.

A discussion is held regarding lighting. Mr. Frankiewicz states that typically the manufacturer has lights on the units. If not, they will have a lighting design done. Mr. Strobel also mentions flood lights or street lights for *onsite traffic and security* purposes.

Mr. Frankiewicz mentions landscaping requirements. He explains that the property owner does not plan to add any type of landscaping around the buildings due to the limited access area to the units. Mr. Strobel asks if there are any shrubs around the wetland area and Mr. Frankiewicz replies that the one wetland is protected by trees. He added that there is substantial coverage around the larger wetland as well.

INTERNAL BUSINESS:

Staff Items

TIF District

Mr. Gunter explains that he spoke to Mr. Dugan from Keene regarding a TIF District. He explains that any tax increment money can be placed into a capital improvement plan account and used in the future for a specific purpose. He stated that Mr. Dugan will be coming to the selectmen's meeting November 10 to explain more about the TIF District opportunities.

General discussion ensues regarding increased values and other TIF Districts. Mr. Gunter stated that Mr. Dugan will explain that there is a direct benefit as the additional tax money is used within the district rather than going into the general fund; values will change but the taxes are generated back to the district.

Additional discussion is held regarding the importance of the location of a TIF District. Mr. Bojko expresses concern with explaining the district and the benefits to the residents. Mr. Sullivan notes that typically the district ends up being commercial development.

General discussion ensues regarding possible locations of a district. Mr. Sullivan states that the process to create a TIF district is rather complex to explain and is difficult to set up; however, if set up correctly it is a benefit to the town. Ms. Parmele states that it is a great tool and is also a tool to benefit

Official as of November 19, 2015

**Town of Northwood
Planning Board
October 22, 2015**

developers. Mr. Sullivan states that this is one incentive NH uses to increase development.

Mr. Gunter continues to explain that he has started working with the state to begin advertising for Northwood. He states that the town working directly with the NH Department of Resource and Economic Development. He adds that this area has been targeted as the next development priority in the state.

Ms. Edwards asked if a TIF could be used for the Gulf Road access. She adds that the board may want to consider including winding Hill Road as well, as this would connect this area of residents to the town. She expresses concern with safety if there were to be another natural disaster.

Further discussion ensues regarding the time frame for developing a TIF District. Mr. Sullivan explains that there are many variables and states that the development plan is very specific. He adds that once the purpose of the funds is identified then it becomes simpler.

Ms. Smith will send reminders to the board regarding the November 10 selectmen's meeting with Mr. Dugan speaking on TIF Districts.

Chairs Report

Mr. Strobel states that he and Mr. Sullivan met to discuss the housing section of the Master Plan.

OTHER

Scenic Byway Committee

Ms. Edwards reminds the board of the upcoming Scenic Byway Committee meeting at the Northwood Town Hall, November 5 at 6:30 p.m.

ADJOURNMENT

Mr. Bojko makes a motion, second by Ms. B. Smith, to adjourn. Motion passes unanimously.

Respectfully submitted,

Lisa Fellows-Weaver
Board Secretary

Official as of November 19, 2015