

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

Chairman Robert Strobel calls the work session to order at 6:30 p.m.

PRESENT: Chairman Robert Strobel, Vice-Chair Lee Baldwin, Selectman Representative Timothy Jandebaur, Lucy Edwards, Joseph McCaffrey, Rick Wolf, Alternate Victoria Parmele, Alternate Ken Rick, Planner Mathew Sullivan, and Board Administrator Linda Smith.

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

ABSENT: Richard Bojko, and Alternate Adam Sprague

MINUTES:

August 5, 2014

Mr. Strobel explains that he was able to locate the specific section question on the DVD and sent that section as an audio file to Ms. Weaver, who completed the detail as presented. Copies are distributed, reviewed, and very lengthy discussion begins.

Mr. Jandebaur requests that staff review again for placement of the new addition.

The following minutes are postponed to the next meeting 8/28/14 and 9/25/14.

NEW CASES:

CASE: 14-15: David Pelletier Construction Co., 104 Winding Hill Rd. Map 228; Lot 15. Applicant seeks to subdivide existing lot of 7.86 acres to create three new lots; two lots will become 2.07 acres and lot 3 will become 3.71 acres. Property owned by Clifford & Barbara Graves.

Mr. Frankiewicz is present representing the applicant. Ms. Smith indicates that the case was continued for completeness.

Mr. Frankiewicz states that the sight distance for all driveways should be 250' not 200' as stated on the plan profile.

Mr. Sullivan states that there were some questions relative to Section 3.11(B) and 4.10(F)(7). He states that comments were received today from the fire department indicating that the proposed subdivision does not meet the requirements of Section 3.11 as the subdivision is not within 1 mile of water supply.

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Mr. Jandebaur makes a motion, second by Mr. McCaffrey, to accept the application as complete with receipt of a waiver request for the fire suppression system within one mile, per Section 3.11(B) and 4.10(F)(7).

A discussion is held regarding water supplies throughout town and the need for fire suppression systems.

Vote: 7/0.

Mr. Strobel opens the public hearing. Ms. Baldwin reads the abutters list. No abutters are present.

Mr. Frankiewicz provides a summary of the proposed 3 lot subdivision. He states that the lot currently is 7.86 acres. He states that he received state subdivision approval September 5. He states that he has worked with the planner to provide the additional necessary information. He states that sheet 4 shows the contiguous upland area of the lots. The driveways now show the 250' sight distances. He notes that the profile still states 200' and that will be corrected.

Mr. Frankiewicz states that he has spoken to David Wakeman of the fire department regarding the fire suppression system not bring within 1 mile. Ms. Parmele asks if there were any concerns expressed from Mr. Wakeman. Mr. Frankiewicz replies no. Additional discussion is held regarding potential water locations for fire suppression. Mr. Strobel notes that there is a wetland on the property and asks about the size and if it is large enough to be an actual water source. Mr. Frankiewicz states that this is a wetland with poorly drained soils.

Mr. McCaffrey asks about the size of the NH Co-op right of way. Mr. Frankiewicz states that he believes it is 25'. Mr. Wolf states he believes it is 75' from the wires. Mr. Frankiewicz states that the lines are regular roadside lines that go through this lot. He adds that there is no established width but they are grandfathered to cross the property.

Mr. McCaffrey questions that there is enough land for lot requirements with the steep slopes and the wetlands taken out. Ms. Baldwin notes that the one acre upland for the house has been delineated.

A discussion is held whether there is a need for a site walk. Some members indicate that they have driven by the property already. Mr. Frankiewicz states that the lines are marked.

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Further discussion is held regarding fire suppression. Ms. Smith indicates that there has not been much effort to determine water locations in the past. She states that there are residences beyond the proposed parcel. She states that the board could add a condition of approval that the property owners sign a waiver of liability from emergency services; however, it is a town road. Mr. Strobel asks if the Town of Deerfield town line is within one mile of the property. Ms. Smith replies that she believes that it is beyond a mile. Mr. Strobel states that this is a topic for discussion with the fire chief.

Mr. Jandebaur makes a motion, second by Mr. McCaffrey, to approve the waivers for Sections 3.11(B) and 4.10(F)(7), for fire suppression within one mile. Mr. Strobel reviews the waiver criteria. **Motion passes unanimously; 7/0.**

Mr. Jandebaur makes a motion, second by Mr. McCaffrey, to approve the subdivision with the following conditions:

- **Receipt of Certification of Monumentation;**
- **All local, state, and federal permits be obtained; and**
- **Mylar to be recorded with one year.**

Motion passes unanimously; 7/0.

CASE: 14-18: Joseph Falzone, 37 Range Rd. Map 218; Lot 35. Applicant seeks a design review application to subdivide 20 acres into 8 new lots. Property owned by David Geer.

Scott Frankiewicz is present representing the applicant.

Ms. Smith explains the location of the road and property. She states that this section of the proposal is not on the Class VI portion; it is a town road and is at the corner of Sherburne Hill Rd. The Class VI portion of Range Rd. begins at Sky Farm Rd.

Ms. Smith reminds the board that this is the work session and there should be no discussion between the board and applicant. Mr. Sullivan reads the design review regulations in the subdivision regulations for the board's understanding.

Mr. Sullivan reviews items of concern as follows:

- Shape of lots are not rectangular;
- Driveways for Lots 7 & 8 could be conflicting with Bryant Rd. and Sherburne Hill Rd. as they are not 100' from the intersection;
- Wetland may restrict the driveway entrance of Lot 3, along Range Rd.

A discussion is held regarding frontage requirements. Mr. Strobel states that the frontage should be at least 150'. Mr. Frankiewicz states that there is 1,800'

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of frontage on the lot, with 150' for each lot. He adds there is enough to fit a well radius on each lot.

Mr. Strobel mentions the one acre of contiguous upland requirement and expresses concern with lots 7 and 8 meeting the requirement due to the nearby wetland.

Ms. Smith refers to the note on the plan referencing the potential of transferring the back lot. She asks if the intent is for a boundary line adjustment to be done simultaneously with the subdivision because the lot cannot be created without frontage. Mr. Frankiewicz asks how the board would like him to proceed. Ms. Smith states that one application could be submitted with both actions to be addressed at one time.

Mr. McCaffrey asks about lot 7 and the buildable area. Mr. Strobel explains that minimal lot size is 2 acres with 150' of frontage. Further discussion is held regarding the 75' setback from a wetland for a septic system. Mr. Frankiewicz explains that there are hydric A soils on the property. Mr. Strobel speaks to the "bowling alley" shape of lots and the problems associated with it relative to septic systems being close together. Additional discussion is held regarding staggering the houses on the lots. More discussion is held on the narrow width of the lots and the problems that may occur with wells, driveways, septic systems.

CASE: 14-16: Patricia and Kenneth Wilder, 683 First NH Tpke. Map 222; Lot 35. Applicants seek minor site plan review to change the existing garage into a retail/office space.

Ms. Smith explains that this is a minor site plan application rather than a minimal impact because one of the items in the minimal impact application is that the on site septic systems are adequate to handle proposed changes; it was not, and a new system has been designed and submitted for the new use.

Mr. Sullivan reviews items of concern as follows:

- Not prepared by a LLS;
- Date of preparation is not present on the plan;
- The name and address of the preparer are not noted on the plan;
- No monumentation is noted on the plan;
- The distances of the driveway width are not indicated as well as the distances between parking spaces, specifically distances between spaces 3 and 10 need to be shown;
- Sanitary disposal is not shown on the plan;
- No paving/parking/loading area or storage is to be within 20' of the property line – space 13 is within the 20' setback.

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The board reviews the plans. Additional discussion is held regarding the parking spaces. Mr. Sullivan reads the parking standards. It is deemed that the sizes of the parking spaces are not correct.

Mr. Jandebour asks about the dimensions provided and there are a few questions related to the scale of the plan. He requests a two scale plan, at least. Mr. Strobel notes that the parking spaces are not accurate. Discussion ensues regarding the parking.

Ms. Smith suggests that accurate building sizes be provided.

Staff comments to be conveyed to the applicant.

CASE: 14-17: Paul and Stacey Burgess, 783 First NH Tpke. Map 222; Lot 47. Applicants seek a home business review for an automotive and truck repair business.

Mr. Sullivan notes the detail of the parking area and spaces. He states that the spaces shown on the plan are 10'x20' rather than 9'x18'. He adds that lighting will be flood lights and a sign will be placed near the stone wall, along Rte. 4. Ms. Parmele asks if the property is within the wetland overlay district and Mr. Sullivan replies yes.

Mr. McCaffrey asks if the project will involve the adjoining lot. Mr. Strobel replies no.

Mr. Sullivan notes that photos of the existing business are available for review.

Mr. Strobel states that some changes should be made to the plan being used as it is the actual approved subdivision plan that is being used for the proposed site plan.

Additional discussion is held regarding the parking and traffic flow. Mr. Sullivan suggests that a detail be provided. Mr. Jandebour states that the parking spaces are not done to scale and should be.

OTHER:

Public Safety Complex Committee

Mr. Strobel states that Mr. McCaffrey, planning board representative, Mr. Jandebour, selectmen's representative, and himself, representing the CIP, are all members of the safety committee. He reads a memo he received from Chief Drolet regarding the absences of Mr. McCaffrey and the subsequent dismissal from the committee. The committee is requesting a new representative from the planning board be appointed to the complex committee.

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Mr. McCaffrey states that he was unaware that the meetings were occurring as he was not able to receive the emails and has since attended two meetings. He requests to be reinstated to the committee. Mr. Strobel states that he believes that the meetings are now posted on the town's website.

Ms. Parmele makes a motion, second by Ms. Baldwin, to appoint Mr. McCaffrey to the Public Safety Complex Committee. Ms. Parmele asks that Mr. McCaffrey report back to the board relative to the discussions.

Vote: 6/0/1. Mr. McCaffrey abstains.

Staff Items

Zoning Changes

Ms. Smith states that the building inspector is the only person that has provided potential changes, which are provided for review. She adds that she is aware that the EDC may have some changes; however, she feels that the changes may be more related to the site plan regulations. Ms. Smith suggests reviewing agricultural soils. Mr. Strobel states that he is interested in looking into all definitions for subdivision and site plan and suggests an additional meeting in November for further discussion.

A discussion is held regarding state and local regulations regarding driveways. Ms. Smith will provide a chart showing what exists and what is being proposed relative to driveway regulations and controls.

Alternate Positions

Ms. Smith states that there are three alternate positions on the board with one member who has not attended since March. She suggests that the alternate be contacted relative to their intent to serve on the board or not as there may be someone else who might want to serve in that position. Board members recommend that the he is contacted by staff.

Meetings/Work Sessions

The regular scheduled monthly meeting for November will be November 19 at 6:30 p.m. rather than November 20 with the possibility of a work session for November 6. The December meeting will be December 11 and the board will meet December 18 only if there are new applications.

ADJOURNMENT

**Mr. Jandebour makes a motion, second by Mr. McCaffrey, to adjourn.
Motion passes unanimously at 10:15 p.m.**

Respectfully submitted,
Lisa Fellows-Weaver
Board Secretary