

**Town of Northwood
Planning Board
May 28, 2015**

Chairman Robert Strobel calls the meeting to order at 6:32 p.m.

PRESENT: Chairman Robert Strobel, Vice-Chair Lucy Edwards, Selectmen Representative Rick Wolf, Richard Bojko, Lee Baldwin, Betty Smith, Victoria Parmele, Planner Matthew Sullivan, and Board Administrator Linda Smith.

VOTING DESIGNATION: Robert Strobel, Lucy Edwards, Rick Wolf, Richard Bojko, Lee Baldwin, Betty Smith, and Victoria Parmele.

ABSENT: Alternate Ken Rick, and Alternate Joseph McCaffrey

MINUTES:

May 14, 2015

Mr. Bojko makes a motion, second by Ms. B. Smith, to approve the minutes of May 14, 2015, with the following amendments:

Page 2: Add: ...inquires about... expected...

Page 3: Delete: to make this property work for them

Page 4: *Change to read:* Ms. Parmele asks about the requirement under 3.01(F) that the lot be rectangular.

Page 5: Add: ... lots along Rte. 4 are ...

Page 6: Change ...started... tocontinued...

Motion passes unanimously; 7/0.

CASES:

CASE: 15-03: Roberta Wallace Stearns, Catamount Rd. & Jenness Pond Rd. Map 212/Lot 30. Applicant seeks minor subdivision to create three lots from existing 7.6 acre lot with residence, Map 212; Lot 30, will become 2.32 acs. with frontage on Catamount Rd.; 212/30-1 will be 2 acs. with frontage on Catamount Rd.; and 212/30-2 will be 3.29 acs. with frontage on Jenness Pond Rd.

Chris Berry of Berry Surveying and Engineering is present representing the property owner.

New plans dated 05/27/2015 are provided.

Ms. Edwards makes a motion, second by Ms. Parmele, to accept the application as complete. Mr. Sullivan states that there are several pending items; however, he recommends the application as complete. **Vote: 7/0.**

Mr. Strobel opens the public hearing at 6:45 p.m. and reads the abutters list. Richard Corning, abutter, is present.

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Mr. Berry provides an overview of the proposal. He explains that this property has frontage on Catamount Road and Jenness Pond Road. He gives a summary of the survey noting that Marc Jacobs delineated the wetlands. He notes that there are some jurisdictional wetlands on the property coming from off-site and flowing underneath Jenness Pond Road and into a larger wetland onto an abutting property.

Mr. Berry states that there is a single family residence on the property with an existing garage/barn. There is an existing well and effluent disposal system in the backyard.

Mr. Berry states that the proposal is to subdivide into three lots. Two lots will have frontage on Catamount Road, a NHDOT governed highway. The third lot will have frontage on Jenness Pond Road. He states that the original lot is an oddly shaped lot to begin with and they have proposed the most logical way to subdivide without creating any oddities that were not necessarily there to begin with. Mr. Berry refers to the waiver request submitted. He states that they have created an acute angle less than 100 ft. in width; however, it is not being used to gain a buildable area, inappropriate areas or zones, or to try to create something that would not be feasible in another fashion. He adds that another option to subdivide the parcel would have been to cut the parcel straight through across to Jenness Pond Road. He states that the proposal shows that the building area on the site was better suited as proposed rather than sharing ambiguous space between the two parcels, front to back.

Mr. Berry notes the fire pond and fire hydrant across the street.

Mr. Berry notes that the property to the south, which is owned by Rich Corning, has two separate parcels. He explains that one property is very well defined; however, the other lot does not have good language regarding metes and bounds. He states that there is an existing sheep fence, which was installed years ago and was thought to be placed on the boundary line. With further review, this fence is not accurately placed on the boundary. Therefore, it was agreed *between the applicant and abutter Mr. Corning*, to adjust the boundary so that it would be certain where the boundary is located. He adds that the monuments have been set, so they are correct.

Mr. Berry states that he needs to update the total square footage of the lot. He states that the lots along Catamount Road are all greater than 2 acres with no wetlands. The larger parcel of 3 acres consists of approximately 1 acre of wetlands, however, still contains an upland area of 2.6 acres, which is over the requirement of 1 acre.

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Mr. Berry refers to the topography plan and states that the 4,000' disposal leach field areas have been shifted to move outside of the setbacks.

Mr. Berry states that the driveway permit has been submitted to NHDOT for the proposed driveway on Catamount Road. He states that the 400' sight distance has been met and is noted on the application to NHDOT. He adds that an application has also been provided to the highway department in Northwood. As far as the driveway on Jenness Pond Rd., the sight distance requirement of 250' ft. has been met.

Mr. Berry mentions the existing dug well and septic and he anticipates that a well will be drilled and its prospective location has been noted on the plan.

Mr. Berry states that he has submitted a waiver request for Section 3.01(E) of the Northwood Subdivision Regulations.

Ms. Linda Smith asks about the abutting driveway location and if it will be continued. Mr. Berry replies that the driveway has been there for many years and he believes that an easement would be created or it would remain with the current owner to maintain. Ms. L. Smith states that proposed easement language would need to be provided. Mr. Berry replies that they are not proposing to give an easement. Ms. L. Smith asks if there is any formal agreement. Mr. Berry is not sure. Mr. Sullivan states that he does not believe there is an issue.

Mr. Sullivan reviews items that he noted and they have all been addressed. He also provides the following as outstanding items:

- NHDES subdivision approval
- Certified wetlands scientist stamp
- NHDOT Permit
- Town driveway permit
- Licensed land surveyor signature
- Waiver language will need to be corrected if granted by the board
- Certification of monumentation be provided
- Correct lot size on plan set

Mr. Strobel asks if the existing shed on new lot 30-1 will be conveyed to the new lot. Mr. Berry replies that he is not sure and notes that it is in deplorable condition.

Mr. Strobel asks about the abutting gravel driveway. Mr. Sullivan states that he is comfortable with the plan as presented. Mr. Strobel agrees and adds that

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he does not foresee that they would give the abutter any rights and it will not go forward in perpetuity. Mr. Sullivan agrees. Ms. L. Smith suggests a note be added to the plan stating that the board understood that no easements are being granted as a result of the subdivision. Mr. Berry states that the fact that they are here tonight, does not grant any rights to anyone in perpetuity. He states that the board's decision does not have any weight over the driveways location; however, if the board would like a note indicating that the board is not weighing on the rights to do that, he will add a note. He states that he can contact the property owner as well. Either way, he will address the matter through a note.

Ms. Edwards asks about the soil types. Mr. Sullivan states that the area has soils indicative of prime farmland and soils of statewide importance.

Mr. Corning comments that he supports the subdivision as it is now presented.

With no further comments or discussion, Mr. Strobel closes the public comment section for this case.

Mr. Strobel reads the criteria for granting a waiver.

Ms. Edwards makes a motion, second by Ms. Baldwin, to grant the waiver for Section 3.01(E) of the Northwood Subdivision Regulations for minimum lot width to be greater than 100 ft. based on the geometry of the site, as proposed. Motion passes unanimously; 7/0.

Ms. Edwards makes a motion, second by Ms. B. Smith, to approve the subdivision for Case 15-03, with the following conditions:

- **NHDES subdivision approval**
- **Certified wetlands scientist stamp**
- **NHDOT Permit**
- **Town driveway permit**
- **Licensed land surveyor signature**
- **A note to be added to the plan indicating the waiver from Subdivision Regulation Section 3.01(E)**
- **Certification of monumentation be provided**
- **Correct lot size on plan set**
- **A note to be added to the plan stating that no rights are being transferred by the action of the board.**
- **All local, state, and federal permits to be obtained.**

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Mr. Berry states that he has enjoyed working with Mr. Sullivan. He is very professional.

Motion passes unanimously; 7/0.

CASE: 15-04: Kristen and Simon Hales, 258 First NH Turnpike. Map 231/Lot 9. Applicants seek a minimal impact site plan to operate a dance studio within the existing Northwood Garage building. (Current property owner Piper Cove Properties, LLC.)

Mr. Sullivan explains that verbal communications have been received from the applicant suggesting that the application will be withdrawn; however, no formal letter has been received. He suggests continuing the case to next month. **Ms. B. Smith makes a motion, second by Mr. Wolf, to continue the discussion of completeness for Case: 15-04, until the next regular monthly meeting. Motion passes unanimously; 7/0.**

Other Business:

Voluntary Merger

Wentzel, Fiore Rd. Map 116; Lot 36; Sublots 56 & 57

Ms. L. Smith explains the information relative to the merger provided in members' packets. She explains the proposal of the property owners and states that the applicant will need to go to the ZBA for a variance. Members will do site drive-bys and this item will be added to the June 11 agenda.

Scenic Road

Selectman Tim Jandebour is present relative to the decision of the board regarding the Scenic Roads matter.

Mr. Strobel states that the highway advisory committee (HAC) has been considering repairs to Sherburne Hill Road, which is a designated scenic road. He states that any work that is needed on a scenic road is up to the planning board, not the selectmen, per RSA 231:158. He adds that from the HAC perspective, they are not looking at disturbing any stone walls; however, there are many trees that need to be cut and some are greater than 15" in diameter at 4' above ground.

Mr. Strobel continues to explain the process of notifying abutters and property owners of the proposed work. He states that this does not affect the planning board. He notes that there are two notices that must be done for public hearings to accept public comments.

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Mr. Bojko asks if the proposal is for repairs or improvements to the road. Mr. Strobel replies that this is repairs, such as asphalt culverts, ditching. Mr. Jandebaur states that he has marked approximately 99 trees, most of which do not meet the size requirement in the statute. He adds that this road is in poor condition and is in need of reconstruction and paving. Discussion ensues regarding the status of the road. Mr. Jandebaur states that he will mark the trees on Saturday. Mr. Jandebaur suggests that members view the trees near the corner of Range Road.

Ms. L. Smith explains the deadlines with a public notice and the process of a public hearing. She adds that a public notice will go out in the Suncook Sun June 10 and June 17 edition with a public hearing scheduled for June 25. This item will be added to the work session agenda for June 11. Mr. Jandebaur states that he will provide the precise number of trees that are 15" or above at 4' above the ground.

Ms. B. Smith makes a motion, second by Ms. Baldwin, to hold a public hearing for work to be proposed on the designated scenic Sherburne Hill Road June 25, 2015. Public notices will be posted in the Suncook Valley Sun, June 10 and June 17. Mr. Strobel suggests that the public notice be placed in the Forum as well.

Mr. Strobel notes that it would be helpful if the road agent were present at the meeting. Selectman Jandebaur added that he and Selectman Wolf would be in attendance and hopes that Selectman Bryer would also be able to attend as well. **Motion passes unanimously; 7/0.**

Mr. Sullivan notes that NHMA and OEP both have information relative to scenic roads on their websites. Ms. L. Smith states that she has a summary available relative to scenic road designations.

Rules of Procedure

The Rules of Procedure will be addressed at the June 11 work session.

Application Procedures

The Application Procedures will also be addressed at the June 11 work session.

Master Plan Update

Mr. Strobel states that he is continuing to work on the housing section; however, it is not ready to be presented. He mentions the sale prices of houses. Discussion ensues.

SRPC Annual Meeting

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A discussion is held regarding the SRPC annual meeting and panel discussions from earlier today. Mr. Bojko notes that the discussions were relative to the workforce and educational programs available to assist employers and potential employees. Mr. Sullivan states that the panel did touch on health care but was specific to workforce development programs and training available in the Seacoast area.

Ms. Edwards notes that there was concern expressed relative to the aging population and the need to have workers who will take care of people in their own homes. She states that this is something that the board should be discussing when doing the Master Plan. She states that the aging population can be a burden or it can be an opportunity. She asks how it can be an opportunity for Northwood.

Discussion ensues regarding the steps taken by the EDC. Mr. Sullivan notes that the EDC has made progress over the past six months. He mentions scheduling a future meeting with Carmen Lorentz.

Discussion is held regarding the location of Northwood and commute patterns. A discussion is held regarding the Upper Lamprey Scenic Byway relative to multiple important components missing, including overnight accommodations. Ms. Edwards notes that she and Ms. Parmele have been appointed to the Upper Lamprey Scenic Byway Committee.

Adjournment

Mr. Bojko makes a motion, second by Ms. B. Smith, to adjourn at 8:30 p.m. Motion passes unanimously; 7/0.

Respectfully submitted,

Lisa Fellows-Weaver
Board Secretary