

**Town of Northwood
Planning Board Meeting
May 24, 2016**

MINUTES

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

2
3 **PRESENT:** Selectmen Representative Rick Wolf, Betty Smith, Vice-Chair Rich
4 Bojko, Joseph McCaffrey, Hal Kreider, Lucy Edwards, Chairman Robert
5 Strobel, Town Planner Matthew Sullivan, and Board Administrator Linda
6 Smith, Land Use Secretary Susan Jastremski–Pastor.

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8 **VOTING DESIGNATION:** Selectmen Representative Rick Wolf, Betty Smith,
9 Vice-Chair Rich Bojko, Joseph McCaffrey, Hal Kreider, Lucy Edwards,
10 Chairman Robert Strobel

11
12 **MINUTES:**

13 **May 12, 2016**

14 **Motion is made by Mr. Bojko, second by Ms. B. Smith to approve the**
15 **minutes of 5/12/2016 as printed. Vote: 7/0.**

16
17 **NEW CASES:**

18
19 **Case #16-04: Patrick Doyle/Garry Barnes 324/336 Jenness Pond Road**
20 **Map 206, Lots 5, 6, 14&15.**

21
22 Applicant seeks the following Boundary Line Adjustments:

23 1. Adjust existing property line between Map 203/Lot 15 (1.8 Acres) and Map
24 203/Lot 14 (32.2 Acres) to create proposed Map 203/Lot 15 (2.2 Acres) and
25 Map 203/Lot 14 (30.8 Acres).

26 2. Adjust existing property line between Map 203/Lot 6 (0.165 Acres) and Map
27 203/Lot 5 (0.014 Acres) to create proposed Map 203/Lot 6 (0.139 Acres) and
28 Map 203/Lot 5 (0.041 Acres).

29 Applicant has requested to continue this case until the June 23rd 2016
30 meeting.

31 **Motion is made by Chairman Strobel, second by Ms. B. Smith to continue**
32 **the discussion of completeness on Case #16-04. Vote: 7/0.**

33 **CASE: 16-05: Millstone Realty Trust, 1090 First NH Turnpike. Map 217;**
34 **Lot 35.** Applicant seeks a minimal impact site plan review to amend the
35 reclamation phasing and reclamation surety bond phasing approved as part of
36 Planning Board Case #08-11, a Major Site Plan approval.

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1 **Motion is made by Mr. McCaffrey, second by Ms. B. Smith to accept the**
2 **application as complete. Vote: 7/0.**

3 **Chairman Strobel opens the public hearing at 6:49 and reads the abutter names.**

4 Northwood Oil Company, Inc, Northwood, NH

5 James A. Currier, Northwood, NH

6 Ledgewood Realty Trust, Northwood, NH

7 Peter S. and Thomas E. Johnson, Piermont, NH

8 Stephen Anthony, Northwood, NH

9 Coe Brown Academy, Northwood, NH

10 Christopher Garland, Northwood, NH

11 Jeffery Irrevocable Trust, Northwood, NH

12

13 There are no members of the public present except for the applicant; Dave Docko and
14 the applicant's agent, Peter Holden from Holden Engineering. Mr. Holden provides a
15 background of the case and then refers to existing conditions plan. The applicant has
16 excavated and graded the sales area.

17 The applicant would like to produce a reclamation surety bond for 4 Acres rather 8
18 Acres since he will be actively using half of the area as retail space. The applicant
19 estimates that bond amount at approximately \$30,000.

20 Chairman Strobel points out that the applicant is permitted for excavation for the
21 entire site. Mr. Sullivan then explains that he is approved for both retail and
22 excavation with two separate site plan approvals. Discussion continues about the time
23 frame for reclamation, and what circumstances would lead to reclamation.

24 Mr. McCaffrey left the meeting at 7:24 pm leaving 6 voting members

25 Mr. Sullivan recommends potential conditions of approval and expiration dates.

26 Reclamation Surety Figures to be revised to account for reclamation of all non-retail
27 area (4.3 acres) as of 05/24/2016 with the following considerations: a minimum of 4"
28 of loam, a 10% contingency rate, the construction of Detention Pond #2, materials at a
29 price from the NHDOT Materials List, and all other considerations from the Town's
30 engineer.

31 Revised Reclamation Surety Bond Numbers must be approved by the Town's engineer.

32 Include "Reclamation and Erosion Control Inspection and Maintenance Notes" from
33 the existing site plan approval in the in the final minimal impact site plan.

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1 Detention Pond #1 is to be installed by December 31st, 2016 and inspection by the
2 Town of Northwood Code Enforcement Officer or the Town's designee at the expense of
3 the applicant by July 31st, 2017.

4 Detention Pond #2 is to be installed prior to when excavation elevation reaches
5 existing ground elevation. Notice to be provided to the Town upon completion and
6 inspection by the Town of Northwood Code Enforcement Officer or the Town's designee
7 at the expense of the applicant.

8 Silt fence is to be maintained around the perimeter in all appropriate areas.

9 The Reclamation Surety Note on the plan is to be revised to read "by the Town of
10 Northwood Code Enforcement Officer or the Town's designee at the expense of the
11 applicant."

12 Permitting Schedule Note is to read "Northwood Excavation Permit to Expire 02/2021"

13 Excavation Permit to coincide with the Site Plan Approval Expiration Date.

14 Site Plan Approval Expiration Date of 02/2021

15 All federal, state, and local permits to be received and fees paid.

16 **Ms. B. Smith makes a motion to conditionally approve the minimal impact site**
17 **plan Case #16-05 with conditions as read. Mr. Bojko seconds. Vote: 6/0.**

18 *Recess at 8:40PM*

19 **Internal Business**

20 ***Home Business vs. Home Occupation subcommittee update:***

21 Mr. Sullivan states the Home Business/Occupation subcommittee has
22 developed draft language in order to allow home business applications that
23 qualify to enter into a permitting process rather than a site plan review by the
24 Planning Board. The permitting process would be conditional upon favorable
25 review by the Code Enforcement Officer and planning staff. This draft was
26 based on research of other communities and their best practices. It will allow
27 the process to be a bit easier for applicants that may be under a threshold that
28 doesn't necessitate a major or minor site plan review. Mr. Sullivan distributed
29 the draft language to the Board and asked them to review it so they could focus
30 on it at the next meeting. Mr. Wolf brought up the concern that the abutters
31 wouldn't have the opportunity to voice their concern if they aren't made aware
32 of the home businesses through a public notice process. Chairman Strobel

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1 agreed, but also pointed out that the abutters could file a challenge and the
2 permit could be revoked if cause was found. Mr. Sullivan stressed that this was
3 only a rough draft, and things still needed to be worked out and notification
4 rules could be added. Ms. L. Smith also suggested a simple impact statement
5 should be submitted as well with all permit applications.

6 **APPLICATION to BUILD on a PRIVATE ROAD, RSA 674:41**

7 First Class Moving and Storage, 1064 First NH Turnpike, Map 217/Lot 45

8 The Board had no comments on the 674:41 Application. Packet sent to the Board of
9 Selectmen.

10

11 ***Planning Board Alternates:***

12 **Mr. Wolf makes a motion to appoint Ms. Lee Baldwin as an alternate Planning**
13 **Board member. Mr. Bojko seconds. Vote 6/0**

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15 **Motion to adjourn is made by Ms. B. Smith, second by Mr. Bojko at 9:09**
16 **PM.**

17

18 **Respectfully submitted,**

19

20 **Susan Jastremski-Pastor**

21 **Land Use Secretary**

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