

**Town of Northwood  
Planning Board Meeting  
November 10, 2022**

**Cases heard at this meeting:**

*Case 22:13: Frambach*

*Case: 22-16: 168 Granite Street Properties, LLC*

Chair Jandebour called the meeting to order at 6:30 PM.

**Present:** Chair Tim Jandebour, Vice-Chair Joe McCaffrey, Selectman Representative Hal Kreider, Members: Betty Smith, Lee Baldwin, Judi Anthony, and Bob Strobel (Alternate). Dave Copeland (Alternate) arrived at 6:38 PM.

**Voting Designation:** Chair Tim Jandebour, Vice-Chair Joe McCaffrey, Selectman Representative Hal Kreider, Members: Betty Smith, Lee Baldwin, Judi Anthony, and Bob Strobel.

**Town Staff Present:** Planner James Burdin, Land Use Specialist Linda Smith, and Land Use Administrative Assistant Lisa Fellows-Weaver.

**Minutes:**

*October 27, 2022*

**On a motion made by Ms. B. Smith, and seconded by Mr. Kreider, the board voted to approve the minutes of October 27, 2022, as written; 6/0/1.** Mr. McCaffrey abstained due to unattendance.

**CONTINUED CASE:**

*Continued from October 27, 2022*

**Case 22:13:** Lot line adjustment for the following properties: Mary Frambach (Tax Map 120 Lot 10), Sargent Family Trust of 2020 (Tax Map 110 Lot 9), Robert & Robin Rainville (Tax Map 110 Lot 10 & 11), Blais Re. Trust (Tax Map 110 Lot 12), Scott & Linda Atherton (Tax Map 110 Lot 13), Jon & Caitlin Harrison Rev. Trust (Tax Map 110 Lot 14) and Broad Cove Trust (Tax Map 110 Lot 15)

Lot line adjustment between Tax Map 120 Lot 10 (Frambach) and Tax Map 19 Lots 9,10, 12,13 & 14. Land to be transferred from Tax Map 120 Lot 10 and merged with the other parcels. Lot 9 will merge 1.32 ac, Lot 10 will merge 2.72 ac, Lot 12 will merge 1.61 ac, Lot 13 will merge 1.09 ac, Lot 14 will merge 1.08 ac, Lot 15 will merge 1.24 ac. and Tax Map 120 Lot 10 will go from 88 ac. to 78.79 ac.

A discussion was held relative to the board's voting designation for this case at last month's meeting. It was determined that a board member's husband is an abutter to this project and should have recused; this was clearly an oversight. Ms. L. Smith stated that the member should recuse, and the Board should revote on any items addressed at the October 27 meeting.

*Judi Anthony recused herself and left the table.*

**Voting Designation:** Chair Tim Jandebour, Selectman Representative Hal Kreider, Betty Smith, Lee Baldwin, Bob Strobel, and Dave Copeland.

John Newman, of NH Land Consultants represented the application along with Mary Frambach.

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**Waivers:**

The applicant has requested the following waivers:

Section 3.01(E) to allow a lot that is less than 100 feet in width. The applicant indicates that existing parcels are less than 100 feet in width, and they propose to continue existing parcel lines in transferred areas for clarity of ownership, and, Section 4.10(B)(1)(b) to accept plans that substitute available GIS and LIDAR data instead of a full topographic survey and wetland delineation on the large parcel.

**On a motion made by Ms. B. Smith, and seconded by Mr. Kreider, the board voted unanimously to grant the waiver to Section 3.01(E) allowing a lot to be less than 100 feet in width.**

**On a motion made by Ms. B. Smith, and seconded by Mr. Strobel, the board voted unanimously to grant the waiver to Section 4.10(B)(1)(b) allowing the substitution of GIS and LIDAR data instead of a full survey and wetland delineation.**

Mr. Newman stated that the application was presented to the Town of Deerfield last night; they granted a conditional approval pending approval from the Town of Northwood.

Chair Jandebaur re-opened the public comment. With no comment, Chair Jandebaur closed the public comment portion for this case.

Ms. Smith stated that the case was continued pending a legal opinion relative to RSA 674:41 for building permits being issued on Class VI and/or private roads. She stated that a boundary line adjustment is a part of a subdivision; in this case there are private roads affected. No new buildings have been proposed as part of this application and the proposal is an effort to increase lot size. Legal counsel recommended adding a condition and a note on the plan that an approval would not exempt future property owners from RSA 674:41 requirements. Mr. Burdin reviewed the conditions.

**On a motion made by Ms. B. Smith, and seconded by Mr. Copeland, the board voted unanimously to grant approval of Case 22-13, Lot Line Adjustment, for Mary Frambach (Tax Map 120 Lot 10), Sargent Family Trust of 2020 (Tax Map 110 Lot 9), Robert & Robin Rainville (Tax Map 110 Lot 10 & 11), Blais Re. Trust (Tax Map 110 Lot 12), Scott & Linda Atherton (Tax Map 110 Lot 13), Jon & Caitlin Harrison Rev. Trust (Tax Map 110 Lot 14) and Broad Cove Trust (Tax Map 110 Lot 15) with the following conditions:**

1. Make the following changes to the plan set:
  - a. Update the note regarding requested waivers to note the date of their approval by the Board.
  - b. Any plan changes required by the Deerfield Planning Board during their review shall be reflected on the final plans.
  - c. Add the following note to the plat: This boundary line adjustment has been approved for the purpose of enlarging the subject lots to bring them closer to compliance with required minimum lot sizes; the conditions of Broad Cove Road were not presented to or reviewed by the planning

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board. Approval of this Boundary Line Adjustment shall not exempt the subject lots from the requirements of RSA 674:41.

2. Provide certification of monument installation as required by Section 3.06 of the Subdivision Regulations
3. Deliver three signed and stamped copies of the plan and one signed and stamped mylar to the Town for signature.
4. The applicant will acquire all necessary federal, state, and local permits, and deliver copies to the Town, including but not limited to approval by the Deerfield Planning Board with respect to access.

Conditions subsequent:

5. The chair will sign the plans indicating final approval of the planning board.
6. Record the plat with the Rockingham County Registry of Deeds within 1 year of this decision.
7. This boundary line adjustment has been approved for the purpose of enlarging the subject lots to bring them closer to compliance with required minimum lot sizes; the conditions of Broad Cove Road were not presented to or reviewed by the planning board. Approval of this Boundary Line Adjustment shall not exempt the subject lots from the requirements of RSA 674:41.

**NEW CASE:**

**CASE: 22-16: 168 Granite Street Properties, LLC.** First NH Turnpike, and Old Turnpike Road, Map 108 Lot 102. Applicant is requesting an extension of time to meet the conditions to the conditionally approved subdivision, Case 18-20, previously approved on 8-27-2020.

*Ms. Anthony returned to the Board as a voting member.*

**Voting Designation:** Chair Tim Jandebaur, Vice-Chair Joe McCaffrey, Selectman Representative Hal Kreider, Betty Smith, Lee Baldwin, Judi Anthony, and Bob Strobel.

Jeffrey Eames was present and represented the application.

Mr. Eames stated that there has been some delay obtaining the Alteration of Terrain (AOT) permit. He explained the NHDES requirements per the pending AOT permit. He read through the easement documents for a cistern as well as the proposed drainage. In addition, he stated they will be creating a homeowner's association (HOA); Sunrise Meadow Association. He reviewed the proposed HOA materials.

Chair Jandebaur stated that the board is only deciding on the extension. Ms. L. Smith stated that the conditions of the approval remain as what was previously approved for the original application.

Mr. Burdin stated that the original approval was August 27, 2020. The applicant returned to the board in September 2021 due to the fact that the AOT permit was still pending review and requested a one-year extension, which was granted to August 27, 2022. The only item that has changed is the completion date condition because the AOT permit is still pending.

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Chair Jandebaur stated that he does not see a downside to granting the one-year extension if all the other conditions remain in place.

A discussion was held regarding the board reviewing the HOA documents. Mr. Burdin stated that if the applicant had presented the HOA documents at the time of the original submission, then the board would have had the option to review the documents. Ms. L. Smith stated that if the board grants the request for the extension then they are removing their opportunity to review the HOA documents. Mr. Burdin noted that town staff can review the HOA and easement documents and involve legal if deemed to be necessary.

Mr. Eames requested an additional one-year extension.

Chair Jandebaur opened the public comment section.

Abutters Brad Hall and Michael Jobin were present, representing the Northwood Cove Village District. Mr. Hall stated that the Cove Village District is a community directly across the street from the development that has three entrances; one is directly across from the proposed road to the development. He expressed concern with the traffic patterns and noted the development will be adding residences to an already heavily traveled roadway and they really want to make sure that the traffic is addressed.

Chair Jandebaur explained that the project was previously approved, and these types of discussions occurred during the regular public hearing and were addressed prior to the conditional approval, which was granted in 2020. Tonight's item is to grant an extension to allow the applicant to continue to work on their conditions of approval, specifically to allow time needed for the AOT permit review.

Mr. Hall stated that this is the first abutters notification they have received. A review of the prior application was done. It was determined that the district has not received any other notification. Mr. Burdin believed that this was due to the roadway being identified at this time due to the town's new GIS software. Ms. L. Smith stated that it is the obligation of the applicant to provide a complete abutters list to the town.

Mr. Burdin stated that the original proposal was for a 15-lot subdivision of 43 acres with one central road into the subdivision from Rte. 4. in the vicinity of Wood Terrace. Old Turnpike Road will be a secondary access.

Mr. Hall stated that they are not requesting to reopen the case. They came to the meeting to inquire on the project as a result of the notification received. They were aware of the project due to the activity of the site.

Mr. Kreider asked how a district is able to speak as an abutter. Mr. Hall stated that they are an association, the road is a part of the association and there is a parcel on the corner of the road and Rte. 4.

**On a motion made by Ms. B. Smith, and seconded by Mr. Strobel, the board voted to grant a one-year extension for Case 22-13, to November 10, 2023. The motion passed; 6/0/1.** Ms. Anthony abstained as she did not participate in the review of the original project.

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**ZONING AMENDMENTS**

Mr. Burdin reviewed the proposed verbiage for the definition for building heights. A discussion was held relative to variations of grade level and possible effects. The board requested comments be received from the fire chief regarding maximum heights. This item was continued to November 17.

Mr. Burdin noted that he could reach out to counsel for input relative to adding exempted religious uses. The board agreed.

Ms. Smith stated that she would like to see the purpose section under large scale business added back in and explained that this was proposed as a separate amendment and was not approved when the setbacks were adopted; purpose statements are important and need to be included. Mr. Burdin will draft updated language for a purpose statement.

Mr. Burdin stated that he would like to have the board finalize the zoning amendments at their next meeting and schedule a date for a public hearing.

Updated amendments will be emailed to the board.

**INTERNAL BUSINESS**

***Master Plan***

A discussion was held regarding the board's proposal for the master plan update. Ms. Smith asked if it is the intent of the board to recommend \$45,000 for the update. Mr. Kreider explained the verbiage of the warrant article and stated that the total amount requested will be \$45,000, which will be a split with \$30,000 in town funds and \$15,000 with the receipt of a grant. He stated that the Board of Selectmen are committed to doing the master plan update.

***Other ~ January Meeting Schedule***

The January 12, 2023, meeting was changed to January 5, 2023.

**ADJOURNMENT**

**On a motion made by Ms. B. Smith, and seconded by Ms. Anthony, the board voted unanimously to adjourn at 7:58 p.m.**

A TRUE RECORD ATTEST:

Lisa Fellows-Weaver,



Land Use Administrative Assistant