

**Town of Northwood  
Planning Board Meeting  
April 29, 2021**

*Cases heard during this meeting:*

**Case 19-12** Michael Sullivan (Aroma Joes)

**Case: 21-4** Chestnut and Cape, INC. Subdivision and Site plan

**CASE 21-7:** Chris Meyer/ Cerebral Development,

**CASE 21-8:** Paula Fautuex,

**CASE 21-9:** Connections Peer Support Center,

**CASE 21-10:** Coe Brown Northwood Academy

**CASE 21-11:** Camp Yavneh

**CASE 21-12:** KRJ Finance

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

Chair Strobel stated: As Chair of the Northwood Planning Board, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

**PRESENT:** Chair Bob Strobel, Betty Smith, Joe McCaffrey, Lee Baldwin, Hal Kreider, Joe McCaffrey (Joined the meeting at 6:54PM) and Tim Jandebaur. (All members participated electronically)

**TOWN STAFF PRESENT:** James Burdin, Town Planner, Linda Smith Land Use Specialist, and Susan Austin, Land Use Assistant

**VOTING DESIGNATION:** Chair Bob Strobel, Betty Smith, Joe McCaffrey, Lee Baldwin, Hal Kreider, and Tim Jandebaur.

**Minutes**

April 8, 2021

**Ms. B. Smith made a motion to approve the minutes of April 8, 2021 as amended. Selectman Kreider seconded. Motion carried by roll vote 5/0**

April 22, 2021

**Mr. Jandebaur made a motion to approve the minutes of April 22, as amended. Ms. Baldwin seconded. Motion carried by roll call vote 5/0**

**RSA 674:41**

Lagasse/Pellegrino 14 Summer Street Map 116 Lot 9

O'Brien 6 Association Drive Map 108 Lot 95

Board Comments: If there is not a formal road maintenance agreement, the Board requests that one be put in place.

**Ms. B. Smith made a motion to send the comments of the board as stated. Selectman Kreider seconded. Motion carried by roll call vote 5/0**

**Town of Northwood  
Planning Board Meeting  
April 29, 2021**

**CONTINUED CASES**

**Case 19-12 Michael Sullivan (Aroma Joes)** 8 Bow Lake Road Map 222 Lot 61. Applicant is proposing to build a drive thru and walk-up coffee shop on a lot that has an existing seasonal green house and single-family home that will have an office.

Mr. Frankiewicz stated that they have submitted plans to the town of what DOT has agreed in conceptual status with, along with a letter from DOT. Mr. Frankiewicz shared his screen with the board and described the new plan set to them. Mr. Frankiewicz stated that one of the last things that they discussed with the Board was the sidewalk. It was determined that they needed to provide a sidewalk along Bow Lake Road. There was also discussion about Route 4 and potential improvements. There was a 12-foot lane currently, with a ten-foot shoulder, then granite and then a sidewalk on to Mr. Sullivan's property. They went back and for the with DOT, and this is the plan that they came up with. Starting at the right is the church, they are modifying it back to just in front of the church so the deceleration lane is 240 feet with a taper of 100 feet back required by DOT. They are following along the existing right off at the exit or entrance to the church, and then it starts to veer off to where it was located. Mr. Frankiewicz continued to explain the new layout to the board. He stated that DOT wanted to be sure that they have permission and an easement from the church. Mr. Sullivan has spoken with them, and they are willing to give an easement, which has to be drafted and executed. He continued walking the board through the plan. He stated that as it turns on to Bow Lake Road, there are more improvements. The sidewalk comes along Route 4 and then ties into the existing sidewalk on Bow Lake Road, then they are proposing to continue it along the entire length of Mr. Sullivan's property, which would satisfy what the regulations ask for. He stated that there is a lot of detail on the plan, and a lot of time and effort went into it. Part of the process is that they would have to work with the Town's highway department, so they will start discussing this with them as well. Mr. Jandebour asked who would be responsible for maintaining the sidewalks? He stated that sometime back, on another issue, there was a lot of discussion about who's responsibility the maintenance of those sidewalks goes to afterwards. The town made it very clear that they did not want the responsibility, and that caused quite a furor. Has that been resolved? Selectman Kreider stated that as far as he knew, nothing has changed. Ms. L. Smith stated that she could investigate the issue, and report back to the board.

Mr. Burdin stated that the easement will need to be completed before any approval could be granted by the Planning Board. Mr. Sullivan stated that the DOT requested that an easement be granted to NH DOT. He stated that he has spoken with the church on several occasions and they are in support of this project. Mr. Burdin stated that they could set up a TRC meeting with multiple departments to discuss the driveway permit that the town would be obtaining for the Bow Lake Road part of this. The timing of that might be something that they would want to think about further in terms of where they are in an approval process. He stated that they talked about a final full submittal plan set prior to rendering a decision on this case. Is that still the intent? Mr. Frankiewicz stated that it was. He stated that they submitted this plan

**Town of Northwood  
Planning Board Meeting  
April 29, 2021**

with the intent of discussing this plan, but they realize that this will be continued again.

**Ms. B. Smith made a motion to continue Case 19-12 until May 27, 2021. Mr. Jandebeur seconded. Motion carried by roll call vote 5/0.**

*Mr. McCaffrey joined the meeting at 6:54 PM*

**VOTING DESIGNATION:** Chair Bob Strobel, Betty Smith, Joe McCaffrey, Lee Baldwin, Hal Kreider, Joe McCaffrey and Tim Jandebeur.

**Case: 21-4 Site Plan:** Chestnut and Cape, INC. Olde Canterbury Road Map 110 Lot 29. Applicant proposes a Major Site Plan to build a 21-unit elderly home development on the existing undeveloped lot.

**Case: 21-4 Subdivision:** Chestnut and Cape, INC. Olde Canterbury Road Map 110 Lot 29. Applicant proposes a Major Site Plan to build a 21-unit elderly home development on the existing undeveloped lot.

Geoff Aleva was present to discuss the application. He stated that he made revisions to the plan after hearing the comments and concerns at the last meeting. He stated that they made a few changes to the plan, with respect to the units along Olde Canterbury Road. They had a few sections where they had driveways that were in the setback off of the west entrance. They had an area where the community center parking would be bumped off into the setback, and that isn't allowed. What they did was that they made that row of buildings a town house. They combined them to be able to get the 5 units, so they still have the same number of units on the site. It reduces the impervious coverage on the site. They moved the community building to a different area. The abutters expressed concern about visitors coming to the site, they decided to provide a space in the community room where visitors can sign it out and stay for a few days. He stated that he had been in discussion with Mr. Burdin about driveways and how they are considered a structure and items like that. They would like to keep two driveway entrances on to the property for a few reasons, ease of traffic congestion through the development and easier for emergency access onto the site, and they would like to keep this section paved. They know that if they add a gate as a last resort or left this entrance gravel, they wouldn't have this discussion with the board. It's the understanding that this is a private road into a condo development that is not by definition a driveway, is a roadway and he would like to get that section of the discussion cleared up before they move into any next comments through here. Mr. Aleva stated that the community space has room for two vehicles to park, either for visitors that are staying there short term, or for the community center where people can have a few cars parked here and others would walk to it. They are working on the floor plan layout to figure out where the dividing line will be inside. Mr. Aleva shared the mockup of the appearance of the building. He stated that they are one story, and some of them have a mall bonus room. He also shared a floor plan showing what the bonus room looked like. It is an area above the garage. They have also been working with the attorney to come up with language for the restrictions in the condo

**Town of Northwood  
Planning Board Meeting  
April 29, 2021**

documents about age restriction, and they will be submitting that to the board in more detail with their next submission. Mr. Jandebaur stated that he was very concerned about the bonus room. He stated he will be very interested in looking at the agreement as to how many people can live in the condos. He would like have a copy of that page showing that bonus room and the basements. The existing road is an incredibly small road. He asked Linda Smith, who in turn asked the Road Agent what the town had for a right of way through there, and she indicated that it might be 33 feet. Do they have a definitive answer yet? Mr. Aleva stated that he can find out. Mr. Jandebaur would like a definitive answer before approval. Selectman Kreider stated that he echo's Mr. Jandebaur's concerns on the bonus room. He stated that he was under the impression that these were going to be on slabs. Mr. Aleva stated that they are still working on it, and the majority will be on slabs, but there may be some that have a walk out basement. Ms. L. Smith stated that the community room is a stand-alone structure with a residential unit in it. Under the Town's zoning, there is a restriction for only one principal residential structure per lot, except for elderly housing, which does allow for duplexes. Her understanding is that the single detached residential unit would not be allowed, unless there was a variance to allow it. Mr. Aleva stated that they can look into it some more. It was brought up by the abutters at the last meeting. The property owner thought it was a way to help show that the intent was not to overcrowd and make sure this is age restricted.

Mr. Burdin stated that he wanted to redirect the board towards the one decision point that they were hoping to get to tonight. With this revision, they realized that there was a disconnect in terms of how he and Mr. Aleva were looking at this site. Mr. Burdin was basing his comments on the assumption that the semi-circular drive with two entrances to the street was a driveway, in Mr. Aleva's revision, he was leaving it in the same place, under the assumption that it was a private road and didn't need to meet setbacks. Mr. Burdin brought it to TRC as well, and generally there was not opposition from other departments of treating this as a private road. Based on that feedback, he's more comfortable as treating it as a private road. His position is that if they were to treat it as a road and not a driveway, it would need to be a road in all respects, so it would need to meet road standards, as well as road area. The board would need to decide if they were okay with this, or if the applicant would need zoning relief. Discussion ensued and the Board consensus was that they would treat this as a road rather than a driveway.

**Chair Strobel opened public comment.**

**Sally Aseltine**

"I just have a question while we are in the conversation about the road. My property goes the extent of the western end of that road, which is the paved portion. My question is, will that road be widened? If so, how would it be widened."

Chair Strobel stated that he believes that is being discussed with the Road Agent. Mr. Aleva stated that they are in the preliminary review of that, they do want to improve the road and the dirt section between our access points. Realizing that it's probably going to continue down also to the west as well. But they are in the initial review of

**Town of Northwood  
Planning Board Meeting  
April 29, 2021**

that. Mr. Aleva stated that by the next meeting they will have a lot more of that detail in place.

**Ralph Blackey**

“My question is, with this elderly housing, in 20 years, when they pass away, do they will tis property to their children, or can they sell it? If that’s the case, I 20 years, and they leave it to their children or their grandchildren, it’s no longer elderly housing it’s going to be a community of middle-aged people. That’s my question, if they will it or can they sell it and it continues to be elderly housing?”

Mr. Aleva stated that in the condo documents that will be on file, not only at the town, but will also be recorded at the registry of deeds, those go along with all of the sales of the property that trigger the indication that they have to be 62 and older to be able to reside there.

**Mike Magoon**

“One question that was brought up at the last meeting was about the lighting. There wasn’t any follow up at this meeting, or if there will be follow up in a future session. If that could be noted that they discuss it at some point that would be great.” Mr. Aleva stated that there will not be any poll mounted light, they will be building mounted lights that will meet the requirements of the ordinance. They are not looking to create any situation where there are lights on all night.

**Ralph Blackey**

“I was looking at my cameras for the last two weeks and we counted upward 20 cars in the last two weeks, so that is roughly 6 cars a day, going up and down this road that don’t live on this road.” Mr. Burdin stated that if they want to get an accurate traffic count, he recommends that it be a town sponsored project, which they can schedule with SRPC.

**Martine Canfield**

“In terms of the deed and age restriction, can it also be put in the deed that no more than two people can live in a unit?”

Mr. Aleva stated that he believes that the condo documents do indicate that. He has not read through all of the pages yet, but that will be provided to the town for review.

M. Canfield: “Again, I just want to make sure that the bonus room and the basement can’t be used as a bedroom. They already have two bedrooms, so they shouldn’t need more. Is a community center really necessary to the senior housing? I mean it would be fine if you just didn’t have it at all, since every unit is large enough to have guests in their bonus room for a few days.”

Mr. Aleva stated that they can look into it, but the consensus is that there is a need for a gathering space for the residents there.

**Town of Northwood  
Planning Board Meeting  
April 29, 2021**

M. Canfield: “We have the community center in Northwood on Main Street up the street. They can gather there. It would be nice to see at least one less building on the plans. It’s just a lot of clutter. Is the road going to be widened? Are they going to take any land from my field?”

Mr. Aleva stated that they will not be able to go onto private property.

Chair Strobel closed public comment, subject to reopening.

**Mr. Jandebeur made a motion to continue Case 21-4 (subdivision and site plan) until May 27, 2021. Ms. B. Smith seconded. Motion carried by roll call vote 6/0.**

**New Cases:**

**CASE 21-7:** Chris Meyer/Cerebral Development, 134 First NH Turnpike, Map 234 Lot 11. Applicant is requesting a Minor Site Plan Review. Applicant is proposing to renovate a 24x42 building into retail space and take out window, and to construct a protective farmers porch and flower/herb bed areas.

Mr. Burdin stated that the applicant has changed several things on this application, so he recommends that the board continue this case for completeness for 30 days.

**Mr. Jandebeur made a motion to continue Case 21-7 until May 27, 2021. Ms. B. Smith seconded. Motion carried by roll call vote 6/0.**

**CASE 21-8:** Paula Fautuex, applicant (Stephen Soucy, property owner) 442 First NH Turnpike, Map 230 Lot 2. Applicant is requesting a Minimal Impact Review/Change of use. Applicant is proposing a Beauty Bar/Nail Salon.

**Ms. B. Smith made a motion to find Case 20-8 complete. Selectman Kreider seconded. Motion carried by roll call vote 6/0**

Ms. Fauteux was present to discuss her application. She stated that she would like to move her nail salon and beauty bar to a new location at 442 First NH Turnpike. She is currently located at 258 First NH Turnpike.

Mr. Burdin stated that the applicant has submitted a photocopy of an existing site plan focusing on a portion of the overall lot, and has identified the proposed entrance to their suite. A letter signed by the property owners in support of this application identifies this as Suite 5 but no floor plan of the building indicating the location or layout of Suite 5 was provided. Mr. Burdin stated that the photocopied site plan does not include a title block with all information required of a minimal impact application such as: title of plan , owner’s name and address, name of the owner’s agent (in this case Ms. Fauteux as the applicant), the date that the hand-drawn amendments were completed, a north arrow, and the scale of the plan. Photocopied plans can be difficult

**Town of Northwood  
Planning Board Meeting  
April 29, 2021**

to provide a true scale, but a bar scale based on a reference dimension on the plan would be acceptable; the original plan depicts a 20' structure setback, labeled in multiple locations, that could be used to generate a bar scale. 4. Mr. Burdin stated that the Northwood Site Plan regulations do not identify a nail salon or similar service establishment. For the purposes of calculating parking, he recommends that the Board either use the retail standards, in which case 4 spaces are required, or the provisions for an accessory use, in which case the Board may approve suitable parking at its discretion. The applicant has marked 12 of the 48 existing parking spaces with "NG" indicating they will be set aside for Natural Glo's use; the applicant should confirm that designation of these parking spaces will not adversely impact required parking for other uses on this site. Mr. Burdin stated that typically the Board requires a letter from a licensed septic designer comparing the anticipated gallons per day of a proposed use with the capacity of the existing system. As far as driveway access goes, the site has been and continues to be occupied by a variety of commercial uses. The proposed use appears to be generally consistent with those uses. Since this site is accessed via a state road, the applicant should obtain written confirmation from NH DOT District 6 acknowledging that the existing driveway can accommodate the proposed change of use or provide an updated DOT driveway permit.

Chair Strobel opened the public meeting and asked if any abutters were present. There were not.

Chair Strobel stated that they were working on a two-meeting schedule in order to give any abutters a chance to comment on the application.

**Ms. B. Smith made a motion to continue Case 21-8 until May 13, 2021. Selectman Kreider seconded. Motion carried by roll call vote 6/0**

**CASE 21-9:** Connections Peer Support Center, Map 234 Lot 7, 162 First NH Turnpike. Applicant is requesting a Minimal Impact Review. Applicant is proposing a short-term residential program for guests who are experiencing mental health challenges. This program will provide temporary support, not in excess of 90 days.

***Ms. Baldwin recused herself***

**VOTING DESIGNATION:** Chair Bob Strobel, Betty Smith, Joe McCaffrey, Hal Kreider, and Tim Jandebour.

**Ms. B. Smith made a motion to find Case 21-9 complete. Selectman Kreider seconded. Motion carried by roll call vote 5/0**

Chair Strobel read the abutters list. Two abutters were present:

Klia Ververidis, 188 First NH Turnpike  
Mark Farrell, 167 First NH Turnpike

**Town of Northwood  
Planning Board Meeting  
April 29, 2021**

Seth Levine, Esq. and Greg Burwood, Executive Director for Connections Peer Support, were present for the application. Mr. Burwood stated that Connections Peer Support is a small non-profit and they serve 24 communities in Eastern Rockingham County, including Northwood. As a peer support center, they provide support to individuals who have mental health issues or challenges or have at one time or another in their lives. These are people who typically do pretty well and go about living their lives pursuing their goals and aspirations, but sometimes things take a downward turn for them, and they might be struggling with a mental health issue or concern, anxiety, depression or what have you. This is a new program that is going to be short term residential, 30 days to no more than 90 days. Its intent is to help people to head off a full-blown crisis at the pass. So that they can step up from their community to an additional level of support with other peers and participate in programming, with a goal of returning home, which generally they will do in a short run. It also serves as an opportunity for people to step up down if they have been in a hospital setting. What is really beneficial about Peer Support Center in general, is it not only helps people to continue to live at their liberty in the community and avoid hospitalization, it is also a great deal for the state and for us as tax payers, because as you know, hospitalization is far more expensive than a program like this.

Mr. Burdin stated that the site plan regulations do not identify supportive residences for the purpose of parking calculations. The board should therefore consider whether the parking facilities provided are likely to be adequate for the proposed use as described by the applicant. Given the short-term nature of the residents' stays and presence of an on-site staff member, the standards for a bed and breakfast or elderly housing would seem to be more appropriate comparisons than multifamily housing (1.5-2 spaces per dwelling unit depending on the number of bedrooms). 3. State and Local Permits. This property fronts on First NH Turnpike/Route 4 and the driveway permit therefore falls under the jurisdiction of NHDOT District 6. The plan by Altus Engineering dated March 31, 2021 depicts a second gravel drive accessing this property via Church Street, which is also under the jurisdiction of NHDOT as the former Route 9/202. Typically, the Board requires either an updated driveway permit or written confirmation from NHDOT District 6 indicating that no such permit is necessary; the applicant has indicated that they have reached out to NHDOT to begin this process. Mr. Burdin stated that for minimal impact applications the board has typically required either a state-approved septic design to be on file or written confirmation by a licensed septic designer indicating that the existing system has sufficient capacity to accommodate the proposed change of use. The applicant has provided inspection reports regarding the quality of the current system, which appears to be rated for approximately 1,250 gallons per day but has not provided figures for the estimated usage patterns of the proposed use.

Chair Strobel opened the public comment.

**Mark Farrell**

"Are any of these court mandated mental health placements?"

Mr. Burwood "no, these are entirely voluntary placements."

M. Farrell "You list three patients, are there going to be any day programs?"

**Town of Northwood  
Planning Board Meeting  
April 29, 2021**

Mr. Burwood: “No, the only programming that will be in place will be for those three guests, and some of them will be there at the house, but they also have the option of participating at the programming in Portsmouth for the day.”

M. Farrell: “It’s mental health, but is it drug situations as well?”

Mr. Burwood: “No, we are not equipped or trained in addictions, our focus is on mental health. That is where our funding comes from, The Bureau of Mental Health Services.”

**Klia Ververidis**

“I have a number of questions too. I will put them in writing and submit them, because I don’t expect to get full answers right now. My main concern is, and I did speak to Mr. Burwood and he did give me a lot of answers to my questions, but I have a few concerns. One thing he mentioned was that the purpose of this was to provide a restful place for people to recover from their mental health issues, and then be streamlined back to their homes, however, the property over here is much better suited for commercial use versus a respite. My concern is that it’s really just getting their foot in the door with the three people, but eventually it’s going to turn into a place where they are having day programs. I know that the facility in Portsmouth has a lot of issues with loitering and people hanging around, so that is one of the big concerns for us. The other concern is, obviously people in Portsmouth are a walk-in situation, but here in Northwood, someone’s not going to just walk into a place to stay for 30 or 90 days, so they have to be coming from somewhere, so where are they coming from? How are they getting diverted to this program here? Again, these folks are going to be driving? It sounds like they are just going to be basically in a rooming house situation then? So, they can have friends visiting them? It’s more of a residential thing than a medical type of place? People are going to be visiting them? Where are they going to be parking when they visit? If you are taking up 5 spaces for the staff and residents, where are the people who area visiting going to park? Who is providing food? How are they going to provide all of this service with just the two staff members? The other thing is that they have 24 communities that they serve, but how many locations are serving those 24 communities? Is it just Portsmouth and Northwood? These folks are coming here to head off a full-blown mental health crisis, who’s going to be watching them if they don’t head off that crisis? How will that be handled? We’ve had at least two situations where someone who had mental health issues was sleeping on our handicap ramp where we have had to call the police. Mental health crisis, it’s pollyannaish to think people who have mental health issues are just going to sit in the house and that there aren’t going to be any other issues. I know the Brookings Institute did a report that shows that crime increases around centers like this, even though it decreases overall in the county by having them, locally it increases, so how will that be addressed? My final question is, are there going to be recreational areas? Where are those going to be delineated on the plan? I don’t see any delineation for places where people are going to be hanging out to stave off a loitering situation.”

Mr. Burwood stated that in terms of the scope of the program, is that this is a 3-bed program. If it goes above 3, then it gets into different kinds of licensing requirements. There are no plans for extra programming, there will be programming for the

**Town of Northwood  
Planning Board Meeting  
April 29, 2021**

individuals who are the guests, and they can go to the programs in Portsmouth. In terms of the people who we serve, these people are not people who act up, or act out. We have no loitering issues at all. We have a very good relationship with the community of Portsmouth. The guests are independent and self-sufficient. They are here to work on the self-improvement so that they can continue to live their lives in the community. The concern about people loitering around the building is just not something that he has experienced with the people that he works with.

**Mr. Jandebaur made a motion to continue Case 21-10 until May 13, 2021. Selectman Kreider seconded. Motion carried by roll call vote 5/0.**

**CASE 21-10:** Coe Brown Northwood Academy, Map 217Lot 1. Applicant is requesting a Minor Site Plan Review. Applicant is proposing to expand the parking lot on site in order to create sensible traffic flow and an increase in parking spots.

***Lee Baldwin rejoined the meeting***

**VOTING DESIGNATION:** Chair Bob Strobel, Betty Smith, Joe McCaffrey, Lee Baldwin, Hal Kreider, and Tim Jandebaur.

**Ms. B. Smith made a motion to find Case 21-10 complete. Selectman Kreider seconded. Motion carried by roll call vote 6/0.**

Geoff Aleva from Civil Consultants was present to speak for the applicant. He stated that the project is a parking expansion of the CBNA staff and visitor parking. The project will increase the square footage of the existing parking area on the west side of the parking area and create better traffic flow onsite. The work was started in the Spring of 2020, because the owner was under the impression from the previous code enforcement officer that no town permits were required. The work has since been halted until a ZBA and the Planning Board review could be completed. They have received NHDES Shoreland approval for the work in July 2020 before they started work. Mr. Aleva shared his screen with the board. He stated that the existing parking lot contains only 9 parking spaces. These spaces are not clearly defined, which results in haphazard parking throughout the lot. Additionally, the lot is a thru way for large food delivery trucks for the kitchen. The current layout is not conducive to the safety of both general parking and the delivery trucks passing through. The proposed parking lot contains a total of 24 spaces, a significant increase from the 9 existing spaces. The traffic flow will be in one direction and loop through the lot. The new parking lot is intended for use primarily for staff and visitor parking. The parking expansion will not increase the number of students or employees on campus. The proposed parking lot will not change or alter the entrance from Route 4. The lot has been designed to address stormwater quality and quantity requirements. The Stormwater design has been reviewed by NHDES.

**Town of Northwood  
Planning Board Meeting  
April 29, 2021**

Mr. Burdin stated that the applicant has requested two waivers. Section VII-B(5)b. – to forego the requirement for labelling of all names, addresses, and tax map numbers of abutting property owners due to the size and shape of the subject parcel and the concentration of proposed site work at the west end of the property. 2. Section IX-H(3)(c). – to allow parking and circulation areas within the 20’ front and side setbacks. A variance from the ZBA is also necessary for pavement in these locations; the applicant has applied for such a variance and anticipates a decision at the May 24 ZBA meeting. To clarify the need for both relief items, the variance from ZBA allows pavement in the setback, while the waiver from the board allows that pavement to be used for parking spaces.

Chair Strobel read the abutters list and opened public comment. There were no public comment or abutters present.

Chair Strobel stated that they were working on a two-meeting format to allow for any public comment to come in for those that may have not been able to see the meeting.

**Ms. B. Smith made a motion to continue Case 21-10 until May 27, 2021. Ms. Baldwin seconded. Motion carried by roll call vote 6/0.**

Chair Strobel stated that because the board’s procedures are to not take any new business after 9:30, they would need to vote to continue this meeting.

**Mr. McCaffrey made a motion to forgo the board procedure of no new business after 9:30 PM and continue the meeting. Mr. Jandebaur seconded. Motion carried by roll call vote 4/2.**

**CASE 21-11:** Camp Yavneh, 18 Lucas Pond Road Map 124 Lot 15. Applicant is requesting a Minor Site Plan Review. Applicant is proposing to build three additional bunkhouses to spread out campers and counselors throughout the property.

***Tim Jandebaur and Lee Baldwin recused themselves.***

**VOTING DESIGNATION:** Chair Bob Strobel, Betty Smith, Joe McCaffrey, and Hal Kreider.

**Mr. McCaffrey made a motion to find Case 21-11 complete. Ms. B. Smith seconded. Motion carried by roll call vote 4/0.**

Chair Strobel read the abutters list. There were no abutters present.

Justin Macek from TF Moran and Russell Bassett from Camp Yavneh were present for this application.

**Town of Northwood  
Planning Board Meeting  
April 29, 2021**

Mr. Macek stated that the proposed project is the construction of 1 new boys bunkhouse and 2 girls bunkhouses. Associated improvements include gravel access pathways, installation of private utilities to service each bunkhouse, and minor grading and clearing around each proposed structure. The primary intent of this project is to provide improved campground facilities that create better separation between campers and counselors throughout the property to help accommodate social distancing during the COVID-19 pandemic, as requested by the state regulations. It is important to note that Camp Yavneh has no intent to increase the total occupancy of the campground. Instead, campers and counselors will be displaced from existing bunkhouses, into the proposed bunkhouse, resulting in an equal number of occupants in existing and proposed conditions. As a result, there will be no net increase on onsite water or sewer systems. Mr. Macek stated they have requested 1 waiver, for storm water drainage. The reason for this waiver is that the proposed work is the construction of 3 new raised bunkhouses. The cumulative project disturbance is less than 20,000 square feet and the project only proposes an increase of .13 acres of impervious surface area to the 55.59-acre property, only a .23% increase.

There was some question about the exact number of campers allowed. Ms. L. Smith stated that she would do some research and let the board know.

Chair Strobel opened public comment. There was no public comment. Chair Strobel closed public comment, subject to reopening.

**Mr. McCaffrey made a motion to continue Case 21-11 until May 13, 2021. Ms. B. Smith seconded. Motion carried by roll call vote 4/0.**

**CASE 21-12:** KRJ Finance, Map 35 Lot 1, Princess Pine Road, Strafford NH. Applicant is requesting a Major Subdivision in Strafford NH, with proposed access from Princess Pine Road, which is located in Northwood.

***Tim Jandebaur and Lee Baldwin returned to the meeting***

**VOTING DESIGNATION:** Chair Bob Strobel, Betty Smith, Joe McCaffrey, and Hal Kreider, Lee Baldwin and Tim Jandebaur.

**Ms. Baldwin made a motion to find Case 21-12 complete. Ms. B. Smith seconded. Motion carried by roll call vote 6/0.**

Chair Strobel read the abutters list. Abutters Present:

Phil Auger

Ryan Fernald

Kim Allsup

Elaine Stalter

**Town of Northwood  
Planning Board Meeting  
April 29, 2021**

Chris Berry from Berry Surveying and Engineering was present to represent the applicant. He stated that this is a proposed subdivision that is actually located in the town of Strafford, but because the access is from Princess Pine Lane which is located in Northwood. Due to state law, they are required to come before this board for discussion about access to that subdivision through the town. Princess Pine and Gaviat Green is a subdivision that was started many years ago, and it was contemplated that the parcel that they are proposing to develop will gain its access through Princess Pine, there is an easement at the end of the existing roadway infrastructure that grants access to the parcel. The prior landowner and proprietors of the subdivision worked out that there would be potentially up to 5 new house lots on the piece of land that is in Strafford, and that was eventually brought into the subdivision of Gaviat Green and the eventually built out. For the purposes of applying for Northwood's review and approval, he presented the existing conditions plan. He pointed out the one lag of the hammer head that was constructed, and the rest of Princess Pine that was constructed, just down to the boundary line. There is a wetland that traverses through the front side of the side, and a rather large piece of upland and then another small wetland that traverses through the back of the site. It fronts on Bow lake. The proposed subdivision and the town line are the boundary line. The applicant would like to extend Princess Pine Road on to the parcel in Strafford, and is proposing a 4-lot subdivision, the bulk of this discussion will take place in the Town of Strafford, but as Mr. Burdin points out, the purpose and intent of discussing this in Northwood is simply the road connection between the end of Princess Pine Road and the town boundary lines. They have prepared a brief plan set that demonstrates the subdivision, and then more importantly, the road design and construction standards that will be utilized in both the Town of Northwood and Strafford. Much of the information in Strafford is subject to change, whereas that will require Strafford's Planning Board's review and approval. What they are proposing to do in Northwood is to modify the end of Princess Pine Lane, which is sort of an excessive slope. They propose to flatten that slope out to a vertical curve and then come down to a compliant roadway standard in both towns. There will be some reconfiguration to the end of Princess Pine Lane to allow for much better access and slope on to the site. All of this is maintained inside of the actual easement that was provided as part of the original subdivision. They have gone through both town's roadway review regulations and chose to use the more restrictive of the two so they have a compliant roadway standard from where they connect on Princess Pine, throughout the rest of the road. Stormwater runoff is proposed to be captured through a small amount of curbing and run it down to a treatment cell in Strafford. There is no increase in stormwater that will take place in the Town of Northwood. Existing utilities would remain, and they would likely propose a drop pole and underground utilities would be taken in from there. The plan set includes cross sections and some construction details as well as sediment erosion control details. The one question that Mr. Burdin has brought up is

**Town of Northwood  
Planning Board Meeting  
April 29, 2021**

about the checklist. It mostly says not applicable, where as many of the subdivision items that are required as part of a standard major subdivision are not applicable to this project because they are not actually creating any lots in Northwood. The ne area where the planner and the applicant disagree is that Princess Pine is currently less than 1,000 feet to Gaviat Green, and the proposed extension would not extend that any further than 1,000 feet. The roadway that would remain inside Northwood is less than 1,000 feet. Mr. Burdin stated that it is 971 feet to the town line. Mr. Berry stated that the rationale is that the Town of Northwood regulations require that the roadway be 1,000feet or less from any one access point, and they are compliant with that in the Town of Northwood. They are not proposing to change any of the life safety aspects in the Town of Northwood. The only thing that would really change is an increased life safety aspect whereas they are extending the roadway out at a flatter grade and proposing a more compliant hammerhead which would be reviewed by the life safety professionals in the Town of Strafford. He stated that he doesn't feel as though they would need a waiver in the Town of Northwood, but the planner feels that they do.

Mr. McCaffrey stated that when he drove it, Gaviat Green is a private road as it comes in, it's labeled that way. Is Princess Pine also a private road? Mr. Berry stated that all of the roads are private roads. Mr. McCaffrey asked if they were maintained? Mr. Berry stated that they are. Mr. McCaffery asked if the extension of the road would become a part of the association that maintains the road? Mr. Berry stated that it was not required for it to become a part of it. He doesn't believe that the Gaviat Green association is required to take on new roadway infrastructure. Mr. McCaffery asked what would be the extension of Princess Pine. Is Lot 38 undeveloped? Mr. Berry stated that Lot 38 has a new house in the corner. Mr. McCaffrey asked where their access was? Mr. Berry stated that it comes down to Trillium and there is a little easement that they utilized to get on to their lot. Mr. McCaffrey stated that as he drove to the end, it turned into trees and underbrush, so he is assuming that no one is coming in and out, it dead ended. Princess Pine does not seem to come out on to Bennetts Bridge Road. It apparently was never even a Class VI road. There isn't anything there. What's the status of that? Mr. Berry stated that for whatever reason, it wasn't fully completed. There is a right of way to it, but it ends at this individual's driveway.

Selectman Kreider asked what route will emergency vehicles take? Mr. Berry stated that they will come through Northwood, Gaviat Green and Princess Pine to the site. Selectman Kreider clarified that they would not come in because as Mr. McCaffrey said that other road is actually a driveway? Mr. Berry stated yes, there is no connection there. Selectman Kreider asked if they could potentially come the other way? Mr. Berry stated that he doesn't know what the status is of the connection. Selectman Kreider asked if the only connection to Bennetts Bridge was Gaviat Green? Mr. Berry stated yes. Selectman Kreider asked where the second egress was? Mr. Berry pointed to the plan where it was supposed to be and stated that for whatever reason it's not. Mr.

**Town of Northwood  
Planning Board Meeting  
April 29, 2021**

Burdin stated that his staff report was based on the aerial imagery, and the right of ways that he is seeing on the tax maps. He stated that he did not have the opportunity to drive these roads. If in fact there is no connection through, then it looks like they have a single point of access that is even further away. Mr. Burdin stated that his statement about a single point of access being 971 feet was based on the understanding that the single point of access would be the intersection of Princess Pine and Gaviat Road from Princess Pine to the boundary, with the understanding that there were multiple ways to get to Gaviat. If in fact the only point of access on to Gaviat is even further, then he would reiterate his opinion that the applicant needs a waiver. Selectman Kreider asked if the expectation for these lots in Strafford is that via mutual aid, Northwood would be the first responders? Mr. Burdin stated that he thought it was highly likely. Selectman Kreider asked if Strafford had any similar regulations such as the 1,000-foot maximum distance to the point of access? Mr. Burdin stated that he isn't sure if it's exactly 1,000 feet, but it's the Town of Strafford to determine what exactly that means. The RSA that grants Northwood mutual jurisdiction is 674:53. Under that RSA, Northwood notified the Town of Strafford formally as abutters to this application, and he would expect that Strafford would notify Northwood when the application is filed in Strafford. It has not been yet. If that is a piece of information that they feel is relevant to their proceedings that in fact there is only one way to access the Gaviat Green subdivision, that would be something that they could submit to Strafford in writing as testimony at that time.

Chair Strobel opened up public comment.

**Phil Auger**

“Just a point on the Strafford limitations, 800 feet is the dead-end street limitation. I'm speaking as an abutter, but some folks know that I am a planning board member as well. When Gaviat Green was approved, I believe you'll find in the records that just a short stretch of Bennetts Bridge Road was upgraded to Class V, and Gaviat Green Road goes in from the end of that approved Class V section. The rest of Bennetts Bridge Road through the process of approval, it was decided that it was to be kept as a Class VI road for whatever reason. It may explain why Princess Pine Road wasn't completed. Question for the Board, does the Town of Northwood allow subdivisions to occur off of private roads within the Town of Northwood?”

Mr. Burdin: “This gets a little bit to jurisdiction in this case. For a point of fact, we would require frontage on a Class V road or better as a feature of the parcel, however since in this case I am interpreting that as a feature of the parcel itself, and not a feature of the road and the access to the parcels. I think that that is outside of our jurisdiction for this application, and falls under the jurisdiction of the Town of Strafford.”

**Town of Northwood  
Planning Board Meeting  
April 29, 2021**

Mr. Auger “I’ll just be clear I am going to contest that view point. It’s a difference in how I read your ordinance. I have a lot of issues with the subdivision plan as it’s proposed, most of those issues are to do with the Town of Strafford. I look forward to you folks looking more into the road situations out there and distances from Bennetts Bridge Road and looking into this in more detail. Thank you for your time.”

**Ryan Fernald**

“Our main concerns are the trucks coming in and out for construction. The roads as they are currently, we as an association maintain them and pay for repairs and such. They are in fairly tough shape in some spots. Those are some of the initial concerns for us just being abutters and having the construction vehicles and heavy equipment. I wanted to bring that to the attention, which I am sure they are aware of.”

**Kim and Mark Allsup**

“I live at 5 Gaviat Road, which is at the very top. I think our concerns are that we do pay dues to pay for road maintenance as well as plowing. My question is for the builder or for the town itself is, are we going to be compensated for any damages tat do occur to our roads where they are already having issues, and are we going to be compensated for the constant heavy equipment going up and down the roads all day? Where we pay for the roads, that is our concern is tat we are already looking at road repairs in the future and putting money into our coffers for those road repairs, are the 4 new houses also going to be part of that plan or is the builder somehow going to compensate us moving forward for any damages that may occur from the trucks?”

Selectman Kreider “Let me just say as a Select Board member from the Town of Northwood, it’s a private road so we wouldn’t be going to bat for you on this. You’re a private land owner and private road owner, you’d be on your own.”

Mark Allsup: “If I may say so, if you’re not going to go to bat for us, then what gives the Planning Board the right to give a builder access to our private road for another town? There is only one way in and one way out, it’s Gaviat Road. All traffic and all building for the 4 new houses will have to come in through Gaviat Road, that’s a private road. If Northwood is not going to back us up and do anything for us, then Northwood should have no authority to extend that road to Strafford that we pay for.”

Selectman Kreider: “What I am saying as a Select Board member, I don’t believe we can go to bat for you to argue to help you get money to support your road, because it’s a private road. That’s what I am referring to.”

Mark Allsup: “We accept that and we would have to get it from the builder and we don’t have the money to sue somebody so, my suggestion would be that since we are

**Town of Northwood  
Planning Board Meeting  
April 29, 2021**

tax payers for the town, that the extension not be granted. It's a private road, it's our road. We do not want an extension of Princess Pine. "

Selectman Kreider: "I am only trying to give you a heads up of what we can do from a Town perspective. The arguments about whether it gets extended or not, are via the Planning Board."

**Elain Statler**

"Just to clarify, currently there is only one way in and one way out, and that is on to the paved portion of Bennetts Bridge Road, and then on to Gaviat Green. However, I read in the deed that there is deeded right of access from Bennetts Bridge Road, the unpaved section, through Princess Pine in front of the house that is right on the corner. I wondered if there are any future plans to open that, since you have the deeded access?"

Chris Berry: "We have the right to utilize the roadways withing Gaviat Green. We have the right to extend Princess Pine. It was granted to us by the prior land owners. But currently we are not planning to make a connection to the actual Gaviat Green out to Bennettss Bridge Road."

Chair Strobel closed the public comment subject to reopening.

Chair Strobel stated that he would like to request for the next meeting, the distance within 10 feet from the intersection of Gaviat Road and Bennettss Bridge to the current end of Princess Pine. He would also like the actual documentation regarding Strafford's single entry distance requirements.

**Mr. Jandebaur made a motion to continue Case 21-12 until May 13, 2021. Ms. B. Smith seconded. Motion carried by roll call vote 6/0.**

**Internal Business**

Mr. Burdin stated that the Board approved a site plan application for the Northwood Vet. In order to build it, they needed to move to someplace else, they moved to a location in Nottingham, the parcel is bisected by the town line. The driveway is from Northwood. The town tax maps disagree, there are two buildings on the site, Northwood tax map says all of one ad part of another is in Northwood, their tax map says all of one and part of another is in Nottingham. Mr. Burdin stated that his opinion is that when they applied for site plan application, this should also have triggered 674:53, but that didn't happen and it slipped through the cracks when Nottingham did it. He has since spoken to the Nottingham planner, that's another SRPC circuit rider. It's sort of water under the bridge at this point, but their construction is taking longer and they need to extend the temporary site plan. He

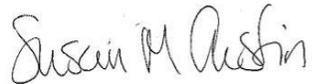
**Town of Northwood  
Planning Board Meeting  
April 29, 2021**

asked Nottingham to send a notice to check the box, but in his opinion it's already done.

**Adjournment**

**Mr. Jandebeur made a motion to adjourn at 10:53 pm. Ms. B. Smith seconded.  
Motion carried 6/0.**

***Respectfully Submitted,***



***Susan Austin, Land Use Assistant.***