

**Town of Northwood
Planning Board Meeting
October 28, 2021**

DRAFT MINUTES

1 **Cases heard during this meeting:**

2 Case: 21-4: Chestnut and Cape, INC.
3 Case 21-16 Fatherland Family Trust
4 Case 21-17 Pelletier Construction

5
6 **Present:** Chair Tim Jandebour, Betty Smith, Selectmen Representative Hal Kreider,
7 Lee Baldwin, Jeff Tenley and Bob Strobel (Alternate)

8 **Voting Designation:** Tim Jandebour, Betty Smith, Hal Kreider, Jeff Tenley, Lee
9 Baldwin and Bob Strobel.

10 **Town Staff:** James Burdin, Town Planner, Linda Smith, Land Use Specialist, and
11 Susan Austin, Land Use Assistant.

12 **Ms. B. Smith made a motion to approve the minutes of October 14, 2021.**

13 **Selectman Kreider seconded. Motion carried 4/0/1**

14 Conceptual Consultation

15 Scott Frankiewicz from New Hampshire Land Consultants presented a Conceptual
16 Consultation for Harding Metals. They are proposing an addition.

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

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

23
24 Neil Rapoza from Civil Consultants was present to discuss the application.

25 Mr. Rapoza stated that they have been working with Town staff to shore up the final
26 questions that they had with the site. The major items that are remaining are the site
27 lighting and the cistern location. They have placed the cistern location near the site
28 entrance after working with the fire department. This cistern will be available for the
29 surrounding homes as well as the elderly home complex. They have also submitted a
30 memo regarding the lighting plan.

31
32 **Waivers:**

33 Mr. Rapoza stated that they also submitted a memo regarding the landscaping, as
34 there is minimal landscaping shown on the site. They have kept some of the trees to
35 break up the view from the road to the structures. They have tried to keep it a low-
36 profile development by blending into the hillside and then adding minimal landscaping
37 along that to the westside of the entrance. The second waiver that they are requesting
38 is for the increase in stormwater flow. He stated that they submitted a memo for the
39 engineers to the review engineers and they agreed with the assessment that the project
40 would not have a detrimental impact to any of the downstream properties or
41 waterways. He stated that it was in the August 20th memo when CMA engineers came
42 back with that determination. Mr. Burdin stated that it was his understanding that

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1 of that post development flow rate waiver runoff flow is essentially so dependent from
2 the site on water that's coming from other sites that it is not possible for the applicant
3 to meet the code sections that require them not only to increase flow rate, but to
4 lessen flow rates by a certain amount. Essentially, on this site you can't make up for
5 the volume that is coming from other sites sufficiently to meet that code. Mr. Rapoza
6 stated that even if they removed a portion of the site entirely and didn't count it
7 towards any of the flows leaving the site, it wouldn't lessen the flow enough to meet
8 the requirement.

9
10 Mr. Burdin stated that the applicant has provided a lighting memo that describes the
11 lighting. It's all going to be building mounted, there will be no pole mounted lighting. If
12 the board is amenable to accepting that memo as sufficient to cover the purposes of a
13 lighting plan, they have that ability. If they would like to be formal, the board also has
14 the choice to decide if the feel a waiver is necessary to accept the memo in lieu of a
15 lighting plan. As it stands, he feels that they could accept the memo as a lighting plan
16 which would satisfy that issue.

17
18
19 Mr. Burdin stated that aa second item that was outstanding was the fire cistern
20 that has been added to the plan set. It is in the immediate vicinity of the western most
21 driveway. As Mr. Rapoza stated, that location was discussed with the fire department.
22 Mr. Burdin stated that he spoke with the building inspector, and they both feel that
23 the placement of a cistern in that location is a structure and it is in the setback.
24 So, it would need relief from the ZBA.

25
26 *Chair Jandebaur opened public comment*

27
28 Bob Strobel (as a citizen)

29
30 "I just wanted to note that there is another cistern located on School Street" (the rest
31 of his statement is inaudible)

32
33 Curtis Naleid

34 *Comments were inaudible*

35
36
37 **Ms. B. Smith made a motion to grant a waiver to Section VIII.C(2)(b) regarding**
38 **post-development flow rates as contained in the stormwater manual and**
39 **illustrated in the waiver request. Selectman Kreider seconded. Motion carried**
40 **5/0**

41
42
43 **Ms. B. Smith made a motion to grant a waiver to Section VII.A.(5)(r) which**
44 **requires a proposed landscaping plan and IX.K.1 Major Site Plan Landscaping**
45 **Requirements, with the following conditions:**

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- 1 • The applicant adds the requested waiver to the plan set and the date that
- 2 it was approved by
- 3 the board
- 4 • the applicant will follow through with the proposed native species as
- 5 depicted on the plan, and the association will be responsible for ongoing
- 6 upkeep and maintenance of those features in the future

7
8 **Mr. Kreider seconded. Motion carried 5/0**

9
10 CASE 21-4 (Site Plan)

11
12 **Ms. B. Smith made a motion to approve Case 21-4 (Site Plan) with the following**

13 **conditions:**

14
15 **Prior to the signing of plans:**

- 16 1.) The applicant will acquire and provide copies of all necessary federal state
- 17 and local permits
- 18 2.) the applicant will obtain a variance from the ZBA to locate a fire cistern
- 19 within the front setback as depicted or will return to the planning board to
- 20 relocate said cistern into a compliant location. The applicant will confirm
- 21 approval by the fire chief that the cistern meets town requirements.
- 22 3.) The applicant shall be subject to performance guarantees as agreed to
- 23 between the applicant and the Board of Selectmen or their designee as
- 24 follows number three performance guarantees as
- 25 a. A schedule of official inspections for the road construction and
- 26 installation of drainage improvements, with the cost of inspection to
- 27 the paid by the applicant
- 28 b. A performance bond amount to cover the cost of proposed
- 29 improvements to Old Canterbury Road
- 30 c. A reclamation bond for the area of the interior access road to restore
- 31 the site to a safe and stable condition if the road is not completed
- 32 4.) All escrows and required performance guarantees shall be in place
- 33 5.) A voluntary merger for the existing lots shall be approved by the Planning
- 34 Board.
- 35 6.) Delivery of 3 signed and stamped paper copies of the plan for signature

36 **Prior to issuance of a building permit:**

- 37 7.) The plans shall be signed by the Chair indicating final approval of the
- 38 Board

39 **Prior to occupancy**

- 40 8.) The applicant will complete all utility work and construction of the
- 41 interior access road prior to occupancy of the first unit

42
43 *Ms. B. Smith amended her motion to include the condition that the applicant*

44 *Record the condominium documents with the Rockingham County Registry of*

45 *Deeds within 1 year of this decision*

46 **Ms. Baldwin seconded. Motion carried 5/0**

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1
2 CASE 21-4 (Subdivision)
3

4 **Ms. B. Smith made a motion to approve Case 21-04 (Subdivision) with the**
5 **following conditions:**

6 **Prior to the signing of plans:**

7 **1.) Resolve numbering discrepancies in condominium documents section**
8 **2.7.11**

9 **2.) Resolve language requiring planning board approval for any change to**
10 **section 2.7.11 regarding the elderly housing covenants**

11 **3.) Case 21-04 (Site Plan) shall be approved**

12 **4.) Provide 3 signed and stamped paper copies and one signed and stamped**
13 **mylar of the plans for signature**

14 **Prior to Issuance of a building permit:**

15 **5.) The plans shall be signed by the Chair indicating final approval of the**
16 **Board**

17 **6.) Record the plat and condominium documents with the Rockingham**
18 **County Registry of Deeds within 1 year of this decision**

19
20 **Selectman Kreider seconded. Motion carried 5/0**
21

22 **CASE: 21-16** Joseph D. Carter, Route 4 and Harmony Road Map 222 Lot 54. The
23 applicant proposes to build 2 office buildings, and is requesting a Minimal Impact
24 Review.
25

26 **Ms. B. Smith made a motion to accept the application as complete. Ms. Baldwin**
27 **seconded. Motion carried 5/0.**

28 Mr. Burdin stated that since Mr. Carter was not present, they would need to continue
29 this case until the next meeting. Discussion ensued on what the board would like to
30 see from Mr. Carter.

31 **Ms. B. Smith made a motion to continue Case 21-16 until November 18, 2021.**
32 **Mr. Tenley seconded. Motion carried 5/0.**

33
34 **CASE: 21-17**, David Pelletier Construction Inc. Old Turnpike and Ye Olde Canterbury
35 Road Map 215 Lot 21-1. The applicant proposes to subdivide 10.4 acres with 679' of
36 frontage on Old Turnpike Road and 28' of Frontage on Ye Olde Canterbury Road into 4
37 single family lots. All lots will access Old Turnpike Road.
38

39 **Ms. B. Smith made a motion to accept the application as complete. Ms. Baldwin**
40 **seconded. Motion carried 5/0.**

41 **Ms. B. Smith made a motion finding no regional impact with this application.**
42 **Ms. Baldwin seconded. Motion carried 5/0.**

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1 Scott Frankiewicz from New Hampshire Land Consultants was present to speak for the
2 application. He stated that this project has been in front of the board quite a few
3 times, and three or four years ago the board approved a five-unit condominium
4 development. The applicant decided not to build that. The project is located on Old
5 Turnpike Road. The applicant is now proposing a four-lot subdivision. The first lot
6 would be 2.83 acres with 2.4 acres of usable land with 150 feet of frontage along Old
7 Turnpike Road. The second lot is 2.31 acres with 2.23 acres of usable land with 150
8 feet of frontage along Old Turnpike Road. The third lot is 2.3 acres with 2.16 acres of
9 usable land and 155 feet of frontage. The final lot is 2.6 acres with 225 feet of
10 frontage. There are two small wetland impacts on Old Turnpike Road in order to fit the
11 two driveways in. There was a lot of discussion in Mr. Burdin's staff report about those
12 driveways and why those locations were selected. There are several reasons, the first
13 being is that the location of the larger wetland to the bottom left of the plan. Because
14 of that, they pushed that driveway over as far as they could to the 20-foot setback,
15 keeping it 20 feet off the property line and reducing the wetland impact as much as
16 possible and making it a common driveway and that's one of the waivers they are
17 asking for. The regulations state that to the maximum extent possible you have to go
18 along the property line with a common driveway and in the past, they've asked for
19 waivers for that when they weren't on a property line. The next driveway up is a single
20 driveway that we proposed for Lot 21-1c, there's a small wetland impact along Old
21 Turnpike Road. All the driveways have the required sight distance. He stated that he
22 did receive Mr. Burdin's review, and he was able to put together a new layout that
23 addresses his concerns, but for now he will go through what was submitted and then
24 he can present his idea of modifying the layout to address some of the concerns.
25 He stated they asked for a waiver from Section 3.01, which is that no portion of the lot
26 created will be less than 100 feet in width. In the second waiver they are asking for is
27 the common driveway. They will also need to get a special exception potentially for one
28 or two things, impacting the steep slopes and for impacting the wetland conservation
29 overlay district. The reason they initially laid out the lots like they did was to make all
30 the lots go from Old Turnpike Road all the way back to the back of the property. This
31 layout changes that a little bit and reduces the waivers that they would need.

32
33

34 Chair Jandebeur opened the public comment.

35

36 Bob Strobel (*Comments were inaudible*)

37

38 Chair Jandebeur stated that the interest of disclosure, Mr. Strobel is a planning board
39 Alternate. He has not been seated for this case or for any case tonight and did notify
40 us beforehand that he intended to recuse himself from any future consideration of this
41 case because he wished to speak as a member of the public.

42

43 **Ms. B. Smith made a motion to continue Case 21-17 until November 18, 2021.**
44 **Selectman Kreider seconded. Motion carried 5/0**

45

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1 **INTERNAL BUSINESS**

2 Camp Lots: The Board discussed a zoning amendment for the upcoming year
3 regarding camp lots.

4

5 **Adjournment**

6 **Ms. B. Smith made a motion to adjourn at 9:48 pm. Selectman Kreider seconded.**
7 **Motion carried 5/0.**

8 ***Respectfully Submitted,***
9 ***Land Use Staff***

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