

**Town of Northwood  
Planning Board Meeting  
December 30, 2021**

**DRAFT MINUTES**

1 *Cases heard:*  
2 *Case 21-20 VMO, INC*  
3 *Case 21-21 Harding Metals*

4  
5 *Chair Jandebaur called the meeting to order at 6:30 PM*  
6

7 **Present:** Chair Tim Jandebaur, Vice Chair Joe McCaffrey, Lee Baldwin, Selectmen’s  
8 Representative Hal Kreider and Bob Strobel (alternate)

9 **Voting Designation:** Chair Tim Jandebaur, Vice Chair Joe McCaffrey, Lee Baldwin,  
10 Selectmen’s Representative Hal Kreider and Bob Strobel (alternate)

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

13  
14 **Minutes**

15 December 9, 2021

16 **Selectman Kreider made a motion to approve the minutes of December 9, 2021 as**  
17 **amended. Ms. Baldwin seconded. Motion carried by 5/0.**

18  
19 CASE: 21-20: VMO, INC. 275 Jenness Pond Road, Map 203 Lot 2. The applicant is proposing  
20 to convert the existing event center to a private residence and is requesting a Minimal Impact  
21 Review.

22 **Vice Chair McCaffrey made a motion to find Case 21-20 complete. Mr. Strobel seconded.**  
23 **Motion carried 5/0**

24  
25 **Vice Chair McCaffrey made a motion to find that Case 21-20 had no regional impact. Mr.**  
26 **Strobel seconded. Motion carried 4/0/1 with Selectman Kreider abstaining.**

27  
28 Myriam Trebuchon was present to discuss her application. She stated that she would like to  
29 convert the existing event center to a private residence. She stated that in the past, the center  
30 was used for weddings, meetings and concerts, however, since the start of the Covid 19  
31 pandemic, those events have all but disappeared. She stated that presently, she resides in the  
32 owner’s quarters that consists of 1 bedroom, a sitting room, 1 shower and a mini kitchen. She  
33 would like to convert the event center to a primary residence with 3 bedrooms. The existing  
34 septic is approved for 32 bedrooms, 12 seated lounge, 84 occupant function room and a one-  
35 bedroom cottage. Presently, there are 29 rooms in use so the addition of the 3-bedroom  
36 primary residence will not impact the septic. There will be a reduction in traffic since no events  
37 will be held there anymore.

38  
39  
40 Chair Jandebaur read the abutter list and opened public comment. There were no abutters  
41 present. Chair Jandebaur closed public comment.

42  
43 Waivers requested:

44  
45 Section VII-C(2) Scale of the Plan.

46 Mr. Burdin stated that the applicant requests an exemption from the requirement to draw  
47 plans to an identifiable scale noted on the plan set. He stated that if the board grants this  
48 waiver, he recommends that approval be conditioned upon adding the following note to all  
49 sheets of the plan set: “NOT TO SCALE – waiver to Section VII-C(2) granted on [date]”.

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1 Section IX – Design Standards and Required Improvements.

2  
3 Mr. Burdin stated that the applicant asserts that the proposed change will not impact elements  
4 of these design standards and requests that they be waived. He stated that he strongly  
5 recommends that this waiver either be withdrawn as unnecessary or denied. Granting the  
6 waiver as requested would have the effect of essentially waiving the board’s site plan review  
7 authority, provided the plans are drawn correctly. He stated that he agrees with the applicant’s  
8 assertion that the majority of elements in the checklist are unchanged from their prior  
9 approval. He stated that to him this suggests that they remain in compliance with the  
10 regulations, not that the regulations should be waived.

11  
12 **Mr. Strobel made a motion to approve waiver VII-C (2) conditional upon adding the**  
13 **following note: not to scale and the date of approval of waiver. Selectman Kreider**  
14 **seconded. Motion carried 5/0.**

15  
16 Ms. Trebuchon withdrew the second requested waiver.

17  
18  
19 **Vice Chair McCaffrey made a motion to approve Case 21-20 with the following**  
20 **conditions:**

21  
22 **Prior to the signing of plans:**

- 23  
24 **1. Make the following changes to the plans:**  
25 **a. Add the date of the final site plan to the title block**  
26 **b. Add the following note to the site plan “See floor plans for the anticipated**  
27 **breakdown of permitted uses within the building”**  
28  
29 **2. The applicant will acquire and provide copies of all necessary federal, state, and**  
30 **local permits to the town including, but not limited to an updated ISDS**  
31 **approval and/or state shoreland permit or written confirmation from NHDES**  
32 **that such permits are not necessary.**  
33  
34 **3. Deliver three signed paper copies of the plan to the Town for signature by the**  
35 **Chair.**

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

- 38  
39 **4. The plans shall be signed by the Chair indicating final approval of the Board**  
40

41 **Conditions Subsequent:**

- 42  
43 **5. All conditions of approval required and/or waivers granted by the Planning**  
44 **Board associated with other uses and approvals on this site remain in effect.**  
45

46 **Mr. Kreider seconded. Motion carried 5/0**  
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**DRAFT MINUTES**

1 CASE 21-21: Harding Metals, INC. 42 Harding Drive, Map 234 Lot 76. Applicant is requesting a  
2 major site plan review. The applicant is proposing to build a 12,000 square foot maintenance  
3 building with a small office and parking, relocate the weigh station, and build access roads and  
4 drainage facilities.

5  
6 **Mr. Strobel made a motion to find Case 21-21 complete. Selectman Kreider seconded.**  
7 **Motion carried 5/0.**

8  
9 **Vice Chair McCaffrey made a motion to find that Case 21-21 had no regional impact.**  
10 **Selectman Kreider seconded. Motion carried 5/0**

11  
12 Scott Frankiewicz, NH Land Consultants and Rheal St. Germaine were present to discuss the  
13 application. Mr. Frankiewicz stated that the proposed site is located at 42 Harding Drive. This  
14 is an expansion of the existing Harding Metals site already in operation. They propose to  
15 construct a 12,000 square foot maintenance building with a small office space and relocate the  
16 weigh station with two access points to land adjacent to the existing site. The maintenance  
17 building will have overhead doors and 4 parking spaces, with one being designated as a  
18 handicap accessible. The construction of this building will increase the available space for  
19 maintenance of the company vehicles and by relocating the weigh station, the traffic  
20 circulation. Both buildings will be served by a Northwood and NHDES approved onsite septic  
21 system and well. It is anticipated that the buildings will share the well and have individual  
22 septic systems. The maintenance building will be equipped with a sprinkler system for fire  
23 protection.

24  
25 Mr. Frankiewicz presented a video rendering of the project that can be viewed [here](#).

26  
27 Chair Jandebaur read the abutters list and opened public comment.

28  
29 **Joe Gendron, 52 Mountain Avenue.**

30 Mr. Gendron stated that he had distributed a picture showing the existing buffer that he has  
31 between his property and Harding Metals have now. He stated that he is concerned about  
32 another industrial building so close to where his kids play. In his opinion, although he  
33 understands the 150-foot setback rule for the facility, but is that truly a reasonable buffer  
34 between a residential and industrial type of complex? He stated that he would argue that it is  
35 not. He stated that he was under the impression that the front field stood as a buffer, but even  
36 with that field, they still have lights shining through to his house, especially this time of year.  
37 The environmental part of it as far as the potential concern would be the drainage. He stated  
38 that he has noticed the drainage running off, specifically from the fueling station was being  
39 directed towards Route 43. He stated that he is an engineer working in an industrial facility,  
40 and there is no such thing as a failsafe. They already have two gas stations to worry about  
41 contaminating the well water, he would not want a third. He thinks this is going to have a  
42 pretty huge negative impact, specifically to all the properties along Route 43.

43  
44 **Craig Morgridge, 44 Mountain Avenue.**

45 His concern is with the building and all the site work, he already gets a ton of drainage anyway  
46 coming from Route 4 into the backside of the cemetery. Now they will get it from the field as  
47 well. It's basically a swamp on his property on his property all year long. His other concern is  
48 the noise. He can hear Harding Metal all day long when he's home. It's just going to get louder.

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1 **Selectman Kreider made a motion to send the drainage report for 3<sup>rd</sup> party review at the**  
2 **applicant's expense. Ms. Baldwin seconded. Motion carried 5/0.**

3  
4 **Mr. Strobel made a motion to continue Case 21-21 until January 8, 2022 at 10:00 AM for**  
5 **a site walk. Ms. Baldwin seconded. Motion carried 5/0.**

6  
7 **Selectman Kreider made a motion to continue the regular public hearing until January**  
8 **27, 2022 at 6:30 PM**

9  
10 **Voluntary Mergers signed:**

- 11 • Goodwin Map 244 Lots 45 and 46
- 12 • Minasalli Map 123 Lots 5 and 29
- 13 • Vail Map 207 Lots 26 and 24
- 14 • Ley Living Trust Map 104 Lots 27, 21, 22

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17 **INTERNAL BUSINESS**

18 The Chair letter for the Town Report was read and revised by the board.

19 Discussion about procedures related to applications and materials getting out to the Board and  
20 public.

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25  
26 **Adjournment**

27 **Vice Chair McCaffrey made a motion to adjourn at 9:40 pm. Selectman Kreider seconded.**  
28 **Motion carried 5/0.**

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31 ***Respectfully Submitted,***

32  
33 ***Susan Austin, Land Use Assistant***