

MINUTES  
PLANNING BOARD  
August 2, 2023 7:00pm  
In-person/Zoom

**Present:** Deirdre Daley (Chair), Josh Muhonen (Co-Chair)-in person, Shawn Talbot (Ex-Officio)-in person, Nichole Talbot-in person, Liz Freeman- in person, Craig Smeeth- in person Tim Somero-in person, , Michael Christiansen – in person, Jennifer Minckler- in person.

**Citizens in attendance** – Sam Benedict- in person, Michael Ploof- Fieldstone Land Consultants, LLC-in person, Deb Harrity-in person, Tyler Seppala-in person, Garett Seppala-in person, Kirk Stenersen of Higher Design-in person, Ron Tilsley of Bernstein Shur Law Firm- in person, Nancy Clark-in person.

**7:00:Site Plan Visit Prime Roofing – 485 Turnpike Road Map 11 Lot 96: *Those in attendance were*** Deirdre Daley (Chair), Josh Muhonen (Co-Chair)-in person, Shawn Talbot (Ex-Officio)-in person, Nichole Talbot-in person, Liz Freeman- in person, Craig Smeeth- in person Tim Somero-in person, , Michael Christiansen – in person, Jennifer Minckler- in person, Sam Benedict- in person, Tyler Seppala-in person, Garett Seppala-in person, Kirk Stenersen of Higher Design-in person, Ron Tilsley of Bernstein Shur Law Firm- in person, Nancy Clark-in person.

Kirk Stenersen of Higher Design representing Prime Roofing presented the plan showing the lot in question. Kirk showed the stakes of where the proposed building and parking lot are to be. The septic location was also pointed out. The slope in the back of the property was inspected by those in attendance and found that the trash is from a house that had been torn down. Kirk advised that the abutters are approximately 970 feet from the property. Kirk used the height of a storage shed currently on the property to show the height of the proposed building which is to be 12,787 sq. feet and the height of the building is proposed to be 24 feet high. The site visit was continued to Old Tenney Road. It was requested at the hearing on July 19, 2023 of the abutters Deborah Harrity, Tim Jones and Tim Somero that the Planning Board continue the site walk to their property.

Those in attendance traveled from the Abutters location to the Town Office to continue the public hearing. Roll Call was taken by Chair Deidre prior to continuation of the hearing. Tim Somero recused himself from this hearing and sat in the audience. Chair Deidre advised the voting members for this hearing are to be Craig, Selectman Shawn, Chair Deidre, Co-chair Josh, Liz, Nicole sitting in for Tim Somero and Mike Christiansen sitting in for Bruce Ruotsala who was absent from the meeting.

**8:53 Public Hearing-** Site Plan review for Prime Roofing 485 Turnpike Road Map 11 Lot 96 continued from 7/19/2023- Discussion of where the hearing left off at the last meeting on July 19, 2023 and it was determined that the application was approved for completeness. In reviewing the application for compliance, the waiver that was submitted prior to the hearing of 7/19/2023 but submitted late was discussed. Kirk Stenersen stated the Planning Board should have a copy of the updated waiver request letter dated July 21.2023 and that is from the site plan regulation section VII.2.Q - “storm water shall be removed from all roofs, canopies and paved areas and carried away in an underground drainage system”. Kirk went on to explain why this waiver is needed as provided in the letter dated July 21, 2023. He stated that although not in the letter, if the edge of the parking lot is curbed, then it is plowed, the drainage won't function. The request is for open drainage not underground. Liz read Bert's response of the letter dated 7.21.2023. Bert, the Planning Board Engineer does not approve the waiver. Kirk feels open drainage is better for this location for less disturbance and safety. The Planning Board Engineer and Kirk have not had a discussion on this matter after Bert's response to the waiver.

Tim asked Kirk how the water will exit the property. Kirk responded that there will be some infiltration. The first flush will not leave the site it will remain in the basin until it drains down. Kirk advised that the basin is designed for a 100 year storm design. Kirk advised that DES considers the first flush a 1” storm event or less.

Kirk asked what the Planning Board considers a closed drainage system, is it either catch basins underground piping leading to a storm water basin similar to this or does everything need to be underground? Site Plan regulation VII.2.Q was reviewed.

Chair Deidre asked that Kirk and Bert have another discussion regarding the waiver as both Kirk and Bert are indicating there are other options than a fully open or closed system. Kirk will get in touch with Bert and this hearing will continue to a date certain August 30, 2023 at 7:15. Kirk and Ron Tilsley were in agreement. Discussion continued on drainage. Liz asked about the notification to the abutters and if they were notified in 2019. The Land Use Clerk confirmed that she sent verification to the PLANNING Board Chair and they were notified and signed the sin-in sheet for that hearing. Liz also questioned the extension time frame. The Land Use Clerk read the minutes of the meeting and it was determined that the ZBA extension expires in September.

Motion to continue to date certain August 30, 2023 at 7:15p.m. made by Selectman Talbot. Motion seconded by Josh. Roll Call vote. Motion carries.

For the next hearing Tim joined the Planning Board as a voting member and Mike Christensen returned to status as an alternate. Chair Deidre advised the voting member are to be Chair Deidre Nicole, Josh, Craig, Liz, Selectman Talbot and Tim.

**8:15 Public Hearing** – 5 Lot Subdivision Ray Aho Map 7 Lot 1, Turnpike Road, New Ipswich NH 03071- Michael Ploof of Fieldstone Land Consultants, LLC presented for Ray Aho owner of Map 7 Lot 1. The lot is 30.8 acres, zoning is rural, 2273 feet of frontage along Turnpike Road also known as Rte. 123 and 124. Minimum area is 2 acres. Minimum frontage is 200 Feet. Setbacks are 30 “front and 20” side and rear. This is a proposal for 5 lot subdivision- lot 1 =3.1 acres with 422’ frontage, lot 2 = 3.9 acres with 455’ frontage , Lot 3 is 3.8 acres with 205 frontage, lot 4 is just over 4 acres with 204’ of frontage, Lot 5 the main lot and has 15.9 acres with 985’ of frontage. Lot 1-4 will share a common driveway with a 16’ wide main trunk. Two of the smaller driveways coming off it are 10’ wide. Lot 5 is serviced by a 16’ drive and point of entry is off Turnpike Road. Bert, the Planning board Engineer has reviewed the plans and completed his review on July 23, 2023. Bert advised the only thing needed is the Alteration of Terrane Permit, a NPDES permit-EPA permit, NHDOT driveway permit, NHDES Environmental service subdivision permit.

Mr. Ploof reviewed the topographical plan which shows the driveway easement and driveway. He reviewed the driveway plan & profile with grading and erosion controls. The easement is reflected but minimized on this plan versus the topographical plan. The shared driveway is shown with a 2% negative slope off the road and goes up to 12% a short distance and tapers off and travels at 1.8%, then 12% and flattens out at 10.5% and goes all the way Up. This is attempt to even out the cuts and fills of the land.

Mr. Ploof explained drainage plan and stated, there is a good slope coming through. There are 4 culverts proposed and he refers to them on the plan. The water comes down, hits a swale, goes to a culvert, there is a rip-wrap scour pad to swale. There are stone check dams to slow velocity. There is only one wetland area onsite with no disturbance.

Mr. Ploof reviewed each driveway. Lot 1 has a grade of 11%, lot 2 at 9%, lot 3 9%, lot 5 , the remainder lot is flat and 2% off the road and 7% coming up.

Mr. Ploof reviewed the next plan of construction details. He explained the erosion control notes which are engineered standards, check dams, silt fencing, erosion control blankets are only for slopes greater than 3 to 1 and these slopes are 3 to 1 or less. There is no need to use erosion control blankets for this proposal. There is a detail of the main entrance to the common driveway that shows a 3” course aggregate that must be put down during construction.

The last plan Mr. Ploof reviewed was the contiguous areas & slope exhibit. He explained that each slope is determined by a different color, the green reflects slope 0 to 12%, yellow is 12 to 15 %, blue is 15 to 25% and pink is greater than 25%. Every lot has a fat red line that shows the contiguous area.

Mr. Ploof opened the floor to questions. Chair Deirdre stated we are under completeness and advised that Bert, the Planning Board Engineer checked everything on the checklist but did have notes on the checklist. The Planning board can accept the application as completed. Chair Deirdre asked about the shared Driveway agreement and Mr. Ploof provided one (and will send electronically).

After Chair Deirdre confirmed who the voting members for this hearing were, Selectman Talbot made a motion to accept the application as complete. Liz seconded the motion. Roll Call Vote. Motion Carries

Chair Deirdre opened the meeting to public comment. Tim asked the location of this proposed subdivision. The location is just before Wapack. Chair Deirdre advised it is one lot before Old Rindge Road. Mr. Aho advised it may be two lots. Chair Deirdre recommend the Planning Board drive by the location prior to meeting. Liz question the width of the driveways and the easement area for utilities. Mr. Ploof showed on the plan and explained. Chair Deirdre advised there is a new state law that the driveway must be 12 feet wide if longer than 150 feet. She recommends taking the 16 feet to where branches are to make 12' or 16'. We need to be sure turns can be taken by a fire truck.

Chair Deirdre mentioned clearing of the driveway with a corresponding drainage plan but does not see a clearing for the building area. She stated the Board has seen instances of where the whole area has been de-forested. She is curious how the other clearing is going to be done as this may impact drainage. Mike Ploof advised that it will come with the AOT permit. Example build-outs will need to be shown. The NPDES storm water prevention plans will reflect that as well. Chair Deirdre wants to know the limits of where clearing is to be. Mr. Ploof advised the building permit will reflect that. Liz is concerned with a new owner who may decide to clear and with slopes this steep on the main road there could be deed restrictions on clearing. Josh questions how we can dictate a person cutting on their property. Discussion continued on this topic as to what can be done or not on this matter and if clearing at the building area cold impact the downhill driveway integrity. Selectman Talbot advised that the State is responsible for erosion on a state road.

Tim mentioned note number 10 of underground utilities on the driveway plan & profile should state that it adheres to the subdivision regulations.

Chair Deirdre asked to continue this hearing to August 16, 2023 at 7:30. Selectman Talbot motioned to continue the hearing to August 16 at 7:30. Motion seconded by Josh. Roll call Vote. Motion carries.

**Minutes of July 19, 2023:** Minor edits were made. Motion to accept minutes as modified by Craig. Motion seconded by Nicole. Roll Call vote. There were two abstentions. Motion carries.

**Selectmen's Report & Chairman/Land Use Report:** Selectman Talbot advised that Chair Deirdre requested updates on proposed uses of landfill and an update on the state of availability of housing. The RC Club will be starting to use the landfill but there is a permit process with DES which they have elected to go through The Select Board has approved that use of the land fill. The RC Club would be responsible for the maintenance of the top of the land fill. Regarding the logging of the area - there were test pits taken and the gravel was not found in certain zones so there appears to be no high value to go in and log it. There are no plans to complete a select cut on this property at this time. Conversation continued on the property of the landfill and plans for it in the future.

Selectman Talbot has reached out to Carrie, the Welfare Officer regarding the housing issue. Carrie has advised that shelters are still full which is not typical during the good weather. Carrie is will to come in and speak with the Planning Board. The Selectmen will also attend. Carrie is tentatively scheduled for the Planning Board meeting on September 20 at 7:30pm Discussion on this matter continued and the housing market in general to include assessorly dwelling units which are part of the Zoning Ordinance and no changes to it can be made without an warrant article. Work Force housing regulations were part of the discussion. The Land Use Clerk mentioned a discussion with Carrie regarding potential housing at Friendship Manor.

Selectman Talbot again advised the need for updating the Master Plan. He advised that those departments seeking grants which include the old Town garage. Some people from the University of Connecticut advised that the master plan is out of date and would not comply with any grants the Town could be applying for.

Selectman Talbot mentioned the request for road acceptance by the residents of Matthew Way but there are issues needing to be addressed by the HOA. There will be no public hearing at this time.

Selectman Talbot mentioned that some out of date fire gear from New Ipswich has been donated to a fire department in Maine that is shipping the equipment to Ukraine. This is equipment the Town cannot donate and would end up in a landfill.

Selectman Talbot advised the Planning Board that there are companies that will do a 3<sup>rd</sup> party evaluation of Boards. He will send to the Land Use Clerk. There is a cost of a full review in the amount of \$6000.00.

Land Use Clerk had nothing to report at this time.

Chair Deidre reported that the waiver update is in the member packet to be reviewed at the next meeting. She needs a little help with the CIP numbers and hopes to connect soon with the Finance group. She stated there are new regulations on the driveway and when/how we collect securities. Security may not need to occur until the Certificate of Occupancy. As these regulations roll out, we will likely get more information

Mike Christiansen provided a letter of his resignation to the Planning Board effective immediately.

Motion to adjourn at 10:07 made by Liz and seconded by Josh.

Note: There was no audio on the Zoom recording for this meeting