

MINUTES  
PLANNING BOARD MEETING  
NOVEMBER 16, 2016

PRESENT: Bert Hamill, Chairman, Liz Freeman, Paul Termin, Tim Jones, David Lage, Ned Nichols, Louise DelPapa

The meeting was called to order at 7:00 p.m. at the Town Office.

The Board reviewed the minutes of the November 2, 2016 meeting and the following corrections were made: the second page, the first paragraph, the second sentence should read, "The Board agreed if the traffic study is adequate Kent Brown can complete the **review of the need** for off-site improvements." In the third sentence change the word for to **about**.

Bert approved the minutes as amended.

**7:05: Second Hearing for the proposed amendments for the Site Plan Regulations and the Subdivision Regulations.**

The Board reviewed the changes to the submission requirements for the subdivision regulations and the site plan regulations. Liz made a motion to adopt both amendments. Ned seconded the motion and it passed unanimously.

**7:10: Kenneth Lehtonen, 83 Smithville Road, lot 8/47, continuance of a public hearing for a three lot subdivision application**

Michael Ploof, Fieldstone Engineering presented the revised plans for the three lot subdivision for Mr. Lehtonen. Mr. Ploof stated the alignment of the driveway has been changed improving the site distance and they received the State DOT approval. The Board discussed the width of the driveway on the original plan which was to be paved fourteen feet wide with one foot of gravel on each side up to station 2+00 and it was not stated on the revised plan. The revised plan stated pavement was optional. Mr. Ploof will revised the plan with paving the driveway up to station 2+00, 14 feet wide with one foot of gravel on each side, a total of 16 feet wide. Bert stated he had concerns regarding the drainage and felt it was not adequate even though Kent Brown Engineering did review the drainage plan. The Board discussed the drainage issue and Ned made the motion to accept the driveway, the contours and slopes as drawn on the plan with a swale on the upside with jute matting, check dams every 50 feet starting at station 3, sheet flow on the downside, and the driveway to be paved 14 feet wide with one foot of gravel on each side. Tim seconded the motion and it passed with 5 in favor and Bert opposed. The Board discussed the missing items which are a letter from the Fire Department and the utility companies. Paul made a motion to continue the hearing to December 7, 2016 at 8:00 p.m. Ned seconded the motion and it passed unanimously.

**7:40: Clayton Aho, 68 Cedar Ridge, lots 10/20 17-1 and 10/8, public hearing for a lot line adjustment and a four lot subdivision application**

Michael Ploof, Fieldstone Engineering represented Mr. Aho and Priscilla Casey. Mr. Aho will be adding to his property with a lot line revision from Ms. Casey and then subdivide the property making four lots. The Board reviewed the application for completeness and it was noted the state approval of the subdivision is pending. Bert read the waiver request to allow the plan details for the undeveloped portion of lot 10-8 not be required and Kent Brown Engineering encouraged the Planning Board to consider accepting the waiver. Liz made a motion to grant the waiver. Ned seconded the motion and it passed unanimously. Liz made a motion to accept the application as complete (lot line & subdivision). Dave seconded the motion and it passed unanimously.

The Board discussed Stowell Road and the sharing of the off-site improvements. Liz wanted to know at what point on Cedar Ridge Drive it becomes a private road and stated that 2,120 feet was accepted as a class V town maintained road in 2004. Liz stated the road needs to be measured. The Board discussed how the off-site improvements are typically paid for by the applicant. Liz stated Kent Brown has in the past determined proportional costs for each lot for off-site improvements and Kent Brown should be consulted on the cost. Once the cost is determined, the Board will require the money for off-site improvements on Stowell Rd. from the applicant before final approval.

Bert discussed Kent Brown's review of the drainage report in regards to the placement of the driveways on the plan. The Board discussed a note should be placed on the plan that the location of the house and the driveway may vary from the plan but will comply with the Town subdivision regulations and building codes.

The Board discussed the letter from the New Ipswich Fire Department stating the water supply is inadequate for fire protection in that area. Bert stated he will consult with our attorney to see if the Board can deny the application without an adequate water supply. Dave suggested the applicant meet with the Fire Chief regarding the fire pond on Matthew Way and repair the dry hydrant which is not in working order or the applicant can volunteer to install sprinkler systems.

Paul made a motion to continue the hearing to December 7, 2016 at 8:30. Ned seconded the motion and it passed unanimously.

**8:30: Paving of Green Farm Road & Jacqueline Drive – Gary Litchfield, Builders Land Company**

Mr. Litchfield notified Louise that he would not be attending the meeting to discuss the paving of Green Farm Road and Jacqueline Drive. Mr. Litchfield emailed a copy of the paving contract from R & D Paving and R & D will honor the contract to Spring of 2017. According to Mr.

Commented [LD1]:

Litchfield he will be completing the project in the Spring. Bert will send a letter to Mr. Litchfield giving him a deadline date of June 2017 to complete the project.

**8:40: Amendments for Natural Woodland Buffer Ordinance and Ground Water Protection Ordinance**

Lisa Oden, Conservation Commission, presented the revised Woodland Buffer Ordinance. Dave wanted to know where the description of the streams are in the ordinance. The Board discussed this issue and would like to see a definition of the streams in the ordinance or some type of explanation of first, second, third and fourth order streams. Lisa will revise the ordinance and it will be presented at the hearing for the Zoning amendments on December 21, 2016 at 7:00 p.m.

9:30: Paul and Ned left the meeting.

Karen Miller, Conservation Commission, presented the revised Ground Water Protection Ordinance. The Board discussed paragraph 2., District Boundaries and agreed to remove exhibit 1 which is the copy of the map from the ordinance. Karen will revise the ordinance and it will be presented at the hearing for the Zoning amendments on December 21, 2016 at 7:00 p.m.

Lisa and Karen will email the revised ordinances to Louise and they will be distributed via email to the Board members for their review before the December 21 hearing.

The meeting adjourned at 10:15 p.m.

Respectfully submitted,

Louise DelPapa  
Land Use Clerk