

Board Members Present: Chair Paul Powers, Vice Chair Andy Kohlhofer, Member Jack Karcz, Leanne Miner, Alternate and Administrative Assistant

Also present: Jennifer Rowden, Rockingham Planning Commission (RPC)

Mr. Powers opened the meeting at 7:01 PM.

Mr. Powers appointed Ms. Miner as a voting member for the meeting in place of Mike Wason.

I. MINUTES

The December 18, 2019 and January 8, 2020 meeting minutes were distributed review.

Mr. Karcz made a motion to approve meeting minutes from December 18, 2019. Mr. Kohlhofer seconded the motion. The motion passed 4-0-0.

Mr. Karcz made a motion to approve meeting minutes from January 8, 2020. Mr. Kohlhofer seconded the motion. The motion passed 4-0-0.

II. CONTINUED BUSINESS

Map 2, Lot 020 - South Road Age-Restricted Development, Map 2 Lot 20, Applicant DECM Builders - Continuation of Public Hearing for Site Plan Review

The Planning Board is in receipt of response to comments letter from Beals Associates dated January 3, updated site plans submitted January 15, 2020, and two review letters from the Town Engineer, Keach and Nordstrom Associates (KNA), dated January 17 and 22, 2020.

Mr. Scott Cole of Beals and Associates came before the Board as the representative for DECM Builders. Also present for DECM Builders was Chris Cloutier and Colton Gove. Carsten Springer, abutter, was also present. Mr. Cole presented the Board with an updated Site Plan (sheet 6) and Plan and Profile – P1 (sheet 8), and provided the following an update on site plan review comments from KNA and revisions that have been made since they last met with the Planning Board on December 18, 2019 as follows:

1. The Town Engineer's (Keach and Nordstrom's; KNA's) comments on drainage have been addressed by Beals Associates to provide enough cover over storm drains (minimum of 3 feet required). The design engineer modified the slope of the access road which results in the addition of more cover over the basins at the end of the road as required.
2. Beals and Associates met with the Road Agent, Leon Holmes, and Land Use Administrative Assistant, Leanne Miner, on site to review the driveway permit for the project. The Road Agent requested that vegetation be cleared to allow 350 feet of sight distance and that 'traffic entering and exiting' signage be installed at either end of the site. The Road Agent has issued the permit with the stipulation that he may request more trees be removed to address sight distance.
3. The Fire Department Chief Butler provided an approval letter for a hammer head driveway vs a cul de sac and for the allowance of sprinklers in lieu of a fire cistern.

4. Condo Documents and Deeds have been reviewed by Town Counsel. Final Condominium documents have not yet been received.
5. The name of the access road has been changed to Currier Lane. This name was reviewed by the Town Historian and approved by the Board of Selectmen for emergency response purposes.

Additional comments from the Board included:

1. Mr. Karcz noted that the north arrow is incorrect on the Condo Plan.
2. Ms. Miner noted that a map showing the limit of soil and wetland delineation has been added to the Condominium Plan. Mr. Cole showed the Board where the inset was added to the Condominium Plan. Ms. Rowden noted that the Registry may not record the plan as is. Mr. Cole suggested adding the inset to the Lot Line Adjustment Plans.
3. Ms. Miner noted that Sheet 1 of 2 of the Topographic Plan of Land still needs correction to the Range Way ownership to 'unknown'. Mr. Cole will contact McEneaney Survey Associates for the corrections in items 2 and 3.

Mr. Kohlhofer made a motion to open the Public Hearing for any comments from the public. Mr. Karcz seconded the motion. The motion passed 4-0-0.

No public comments were made.

Mr. Kohlhofer made a motion to close the Public Hearing from public comment. Mr. Karcz seconded the motion. The motion passed 4-0-0.

Based on Town Engineer and Planning Board review and comments, comments received from other town departments, and revisions completed to date Ms. Miner read the list of conditions for approval for consideration by the Board.

1. All conditions of approval be noted on the approved plans and on the recordable sheet(s).
2. All licensed professionals whose names appear on the approved plans and recordable sheet(s) shall have original stamps and signatures.
3. The Condominium Site Plan Sheet 3A shall be recorded at the Rockingham Registry of Deeds.
4. All required state permits are received, and permit numbers noted on the recorded sheet(s).
5. Approved waivers and date they were granted be noted on the approved plans and recorded Mylar sheet.
6. Detailed construction plans and specifications for the on-site community water supply system shall be provided prior to construction.
7. The Lot Line Adjustment between the subject Map 2, Lot 20 and abutting Map 1, Lot 062 shall be fully approved, recorded with the Rockingham Registry of Deeds and, and certification by a Licensed Land surveyor that all boundary monuments, identified as "to be set" on the drawings have been set.
8. The recorded Lot Line Adjustment between the subject Map 2, Lot 20 and abutting Map 1, Lot 062 shall be cited as a reference plan on one or more of the recorded sheets.
9. Town Counsel approval of final Condominium Documents.
10. Condominium Covenants and its exhibits shall be recorded at the Rockingham Registry of Deeds.

11. Four paper copies of the final plan set shall be signed and a digital copy of the signed plan set be provided for Town Land Use files.
12. Escrow has been posted with the Town for site compliance monitoring under SPR 1.19 prior to construction.
13. Reclamation surety of the site under SPR 1.21 has been established prior to construction.
14. All conditions of approval are met within 365 days of this approval date. The Planning Board may grant an extension of its original approval with good cause.
15. Any significant change to the approved site plan required to meet state fire code, building code or state or federal permit must be reviewed by the Planning Board.
16. All fees incurred by the Planning Board, including but not limited to consulting, engineering and legal fees, have been paid by the applicant.

Mr. Karcz made a motion to approve the review of the Site Plan Application for Map 2, Lot 020 – South Road Age-Restricted Development for Applicant DECM Builders with the Conditions of Approval as read on January 22, 2020. Mr. Kohlhofer seconded the motion. The motion passed 4-0-0.

Mr. Powers announced that the Board would take a brief recess at 7:35 PM. The meeting resumed at 7:45 PM

III. CONTINUED BUSINESS – School Impact Fees

Ms. Miner noted that Bruce Mayberry provided a summary of the meeting and information shared with the Planning Board on December 18, 2019. Ms. Miner confirmed that the Board had reached a consensus to move forward with reviewing the School Impact Fee .

IV. NEW BUSINESS

No new business

IV. ADMINISTRATION

1. Circuit Rider Business

- a. The Master Plan Survey is not yet final. Ms. Rowden suggested opening the survey up prior to the Deliberative Session so there can be an announcement and flyers distributed. The Board would still like to do a post card mailing. Ms. Rowden will provide flyers and paper surveys for distribution.
- b. Ms. Rowden noted that there are funds available for Water Resource Planning. If the Board would like to consider updates to the Water Resources Chapter in the Master Plan (25% Match or approximately \$500).
- c. Rockingham County has new staff and will be starting on the tables for the Growth Management portion of the Master Plan.

2. Incoming Correspondence –

- a. HAB Bill – The Board was provided with personal letters from the North Hampton Planning Board. Ms. Rowden summarized the basis of the letter and request regarding the creation of a Housing Appeals Board. The Bill did not pass and was resurrected with the budget as a rider. The Board discussed the topic, lack of legal precedence,