

ATKINSON PLANNING BOARD
Atkinson, New Hampshire
Regular Meeting
Wednesday, November 16, 2011

Present: Sue Killam, Chairman; Paul DiMaggio, Vice-Chairman, Regular Members: John Wolters, Tim Dziechowski, Mike Turell, Sonny Jendrick, Scott Simons - alternates

Ms. Killam called the meeting to order at: 7:37 p.m.

Correspondence

Incoming

- Budget for the Planning Board has 45% of its monies left - most will go out when RPC sends in for dues
- Letter from RPC - regarding funding through local planning
- Letter from Conservation Committee - The Board of Selectman approved the Conservation Committee in charge of the Perambulation
- Tax rate for the Town - is \$18.80 (FY12) \$15.21 old rate land values are down with the new rate - Bills to be going out soon
- Emails between Rob Pruyne, RPC and Paul DiMaggio regarding the numbers for the stage 1,2,3 of buildout analysis

Sue gave an over view on a site on Industrial Way - Mike Provera, owner - under Northern Realty Trust - letter to Board of Selectman - there were complaints on the site - Building was never inspected and never received a certificate of occupancy - there is a bond for \$12,000 - \$16,000 for landscaping - Sue would like to see if the Board would like to have a revocation or have land owner come in and to see if the Board wants to revoke the site plan or handle it as a code enforcement - the business is for concrete bridge abutment and covers along the eastern coast - they have irregular hours - Julie read 676:4 a part 2 and that the Board give notice to owner and the abutters or to take action to revoke the site plan without notification and then notify at next public hearing 12/21/2011

Discussion on the corner lot being just as bad

- Set of old invoices from Keach Norstrom - \$45 Ashford lane
 - (2) \$348 Little River Lane
 - \$5185 Winslow Drive
 - \$140 GEX payment to be made conditioned of application
 - \$480 Windfield Alloy (condition of the site plan)

- Letter from Julie , RPC regarding the Telecommunication - FCC Shot Clock regulations and duties of the Planning Board

- Letter regarding a subdivision/development from 7/1/86 on Brendan Road - there is a 5 foot strip of land that has never been taxed and the only lot reference was Sumner said to leave an extra 5 feet between the state line and the dedicated road. Original developer appears to own it and a resident wants to buy it and the developer is willing to sell - Sumner's question is about the ownership of the 5 foot strip.

Outgoing none

PUBLIC HEARING 8:10 pm

GEX to amend site plan Map 16 lot 54 in the CI zone

Terry Trudell of SE Cummings & Associates representing GEX owners
Abutters - none present

- GEX would like to add 22 new parking spaces to the existing parking area
- GEX is a publishing company - research on text books and is mainly offices and conference rooms
- 88 parking spaces presently and would like to hire more people and needs more parking to accommodate them
- septic is approved by the state and the Town- 175 gallons per day and can accommodate 125 employees
- presently has 85-90 employees
- increase the handi-capped parking by one and the other space would be spread out within the lot
- GEX to add over 500 sq.ft. in the green area
- GEX is requesting a drainage waiver

Stantec reviewed the application

Civil Design Consultant Incorporated which Sue read for the record regarding the drainage calculations.

Aaron LaChance from Stantec went over the changes and they were all minor in nature from letter that was sent to the Board and GEX.

- #1 - revised plan has the stamp - done
- #2 - add note for change - done
- #3 - owner to add trees - uniform with existing landscaping
- #4 - added on revised plan (trench plan) will find one before completion - to be done when worked on
- #5 - added on sheet 2 - done
- #6 - added on sheet 1 - done
- #7 - application to request waiver for applicant to verify impervious surface - discussion on drainage calculation in the southern area is correct - done

Julie asked about water drainage out of the check dam - discussion on snow storage - it was asked to be relocated now to the north - Julie would like to make a note that no snow storage should be placed near swales

*note to be added to plan to be done by fencing or markers i.e. permanent signage

Sue read formal request 620:3 Storm drainage for a 25 year storm.

Paul made motion to grant the waiver according to how they wrote it based strict conformity to the applicant unnecessary hardship and the expenditures of the funds for useless reasons to the applicant and the waiver would not be contrary to the spirit or the intent of the regulations. Mike seconded the motion conditioned upon the drainage calculation for a 25 year storm calculation.

Julie asked about storm drains underground piping that goes under Industrial Way and where does it go to. It is going to a wetland. Eventually to Hog Hill Brook

- #8 - done
- #9 - done
- #10 - needs to be revised again and it will read net parking
- #11 - has been added - done

Aaron would like to see the final review

Paul made an amendment the motion to take out the waiver on the conditional item. Mike seconded the motion to amended motion to read "to grant the motion according to how they wrote it based strict conformity to the applicant unnecessary hardship and the unnecessary

expenditures because the original site plan (2001) was designed to handle the 25 year storm event and that the engineer has certified that the small amounts of impervious surface would be able to adequately be able to handle it the waiver would not be contrary to the to the spirit or the intent of the regulations. The Board voted unanimously (6 members voted)

#12 - has been revised

Tim had a question on the trees that was in #3. After looking at Google maps he does not see any. Aaron stated that he has not been to the site.

Mr. Trudell read his list to be changed:

- Change for note #10 to read "net 22 spaces"
- add the extension of the trees
- add a trench patch detail
- add spot grades in the center of area
- add note for no snow storage and add signage as well to be placed every 25 feet

Sue also mentioned that there is an outstanding invoice of \$140

Paul made a motion to conditionally approve this minor site plan change to add a net of 22 parking spaces, add a note that no snow storage in the drainage swale and post sign, every 25-30 feet, on the drawing add the tree line planting the green line extension buffer, add the details for the trench patch, add spot grades to new area of parking, conditioned on final review from Stantec, and clarify the note 10 for parking calculations with the net effect, and the payment to Keach Nortstrom a previous bill of \$140.85. Seconded by Mike and the Board voted unanimous

Public Hearing ended 9:21pm

Question about the "Shot Clock" and if Stantec can handle it. Stantec has just done one and is willing to handle the Town's request to review new applications. Sue stated to Aaron that that there was a site plan amendment for Windfield Alloy and that Sue will send Aaron the plans to review.

Discussion

RPC -Julie

Julie gave update version of the Facilities Management chapter. Julie is still waiting list on the Town owned properties. Julie took photos to update chapter. Julie still has a piece of info missing - needs Michelle Veasey to get data on the heat/energy. Julie to speak with the Historical Society. Julie to get language to segue way info from the new library to the old library. Julie emailed Ted about the Transfer Station. Discussion on recommendation for CIP. Julie will make a final revision before the work shop meeting.

Julie provided site plan review regulations. Sue asked if this wording should be added in to the building code as well. Discussion as to if it is a Warrant Article for a building code. Julie suggested to go through the site plan and see if any changes might be needed - typos and include waiver language in both sections.

Telecommunications Check List

Julie handed out a processing record and reviewed it with the Board. Julie stated that the clerk starts the process and attaches to the file. The form is needed for the engineering review, Stantec would come back with a \$ amount that would be needed for them to review the plans. Discussion on escrow account and whether a set fee should be charged and monies reimbursed or the estimated cost and how to handle how the applicant pays for it. The Board feels that a set amount be set to start the application process. Julie to formalize the wording for a memo on procedure for applicant. Julie stated that the processing record is defensible.

OEP has expansive handbook, online, and is a good place to look up information.

MS-4

Julie had asked about the drainage on Industrial Way because of the MS-4 EPA Permit. The community is being regulated by EPA and that the standards are to become more strict in how storm water is handled. The Town will be responsible on how it handles storm water. The Town needs to meet a higher standard. The on-site treatment is required. Town will need to monitor wetland buffers and buffers that are keeping storm water run-off. Water is to stay on property and how to contain water, such as detention basins, filtration. The Town has 5 years to comply with the new permit once it is issued. Discussion on "does the Town need to hire a specialist to deal with these standards over the next 5 years?" Who is responsible to manage it - Ted Stewart needs to budget for it. Julie gave an overview of the MS-4 and what is to happen over the next years. The RCP is to help find funding as this is going to be a big change. There will be workshops to help understand the procedure. Discussion on the 25 year rain fall calculation and how much of the by product, sediment and hydrocarbons and nutrients. Discussion of Alteration of terrain ordinance (site specific) over 2 acres. Standards need to be updated. Julie has power point presentations that she feels would help the Board understand the new processes. Discussion on storm water management. Julie suggests to change any zoning ordinance and change wording to add to all about the hardship clause. Julie suggest that having the Planning Board, the Zoning Board and the Elected Officials all be on the same page on water quality and to put in the future chapter.

Approval of Minutes

Board decided to hold the minutes until the next meeting at the workshop on December 7, 2011

Workshop

Workshop on December 7, 2011.

New Business

Perambulation of the Town's markers. The BOS has delegated that the Conservation Committee as Perambulators and to handle this.

Discussion on the RSA 1:1-5

Mike made a motion to adjourn the meeting. The motion was seconded by Paul and the Board voted unanimously to adjourn.

The Planning Board meeting was adjourned at 10:42 p.m.

Respectfully submitted by Patty Power