

ATKINSON PLANNING BOARD  
Atkinson, New Hampshire  
Regular Meeting  
Wednesday, April 18, 2012

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

Ms. Killam called the meeting to order at 7:27 p.m.

**Approval of Minutes**

Minutes for Workshop, April 4, 2012

**John made the motion to accept the minutes of April 4, 2012 as amended. Scott seconded the motion and the Board voted unanimously in favor to accept the minutes with Mike abstaining**

**Correspondence**

**Incoming -** Bill Innes had applications for Sonny, Scott and Mike and was looking for recommendations. Sue recommends them all.  
Harold and John reapplied. Ted needs to reapply

- Rockingham Planning Commission holding an Affordable Housing seminar on 5/8
- Telecommunication Application from the Town of Hampton's ZBA for 190 Kings Hwy in the business zone.

**Outgoing -** Legal Notice from PB to newspaper went out

Discussion on fees for applications charged by the Planning Board office. Newspaper Fees have gone up but the Zoning Board is still charging the same price. Example newspaper charged \$198 and the Zoning Board rcharges \$92. To increase fees it must go to the Board of Selectmen.

**Discussion**

Capital Improvement Plan Committee (CIP)

Sue stated that the voters passed the article on the CIP Committee and she has a list of possible names as well as the BOS

Mike Turell	Scott Simons	Robert Clark
Dave Parquette	Alan Phair	Bud Turelli
Chris Mastriano	John Wolters	

Sue asked the Board if they had any names to add. Tim suggested someone from Conservation Committee, he will ask. He also suggested Adele. Sue gave the Board her work and home phone numbers if anyone had any more names.

Discussion on Sonny joining the Conservation Committee as a new member. Under RSA, 36A4 Tim asked Sumner's advice and the response was that Sonny could be an alternate. Tim mentioned that he would recuse himself every now and again so Sonny could vote on matters.

It was mentioned that there was a new application for Wetland issues under the DES. With this new application it makes it easier as the form is detailed and "does it all".

Sue asked Julie about the Citizen Input Event. The date made for a tentative was the 23rd of June. It was mentioned that the kids would be out of school then. Also, discussed was should it be an all day affair. Some other dates and times were June 16, 9am - 3pm and June 30, 9 am - 3pm. The location discussed

was that the Community Center, Tim had mentioned that the "big" room at the Library was a consideration. It was stated that it was equipped with internet and had cable access. Food would also be allowed. Dates and times could be more flexible as well; the discussion then went to having it on a Planning Board Workshop night and starting a little earlier. Julie will put something together in a memo that could be distributed and present it at the next meeting. Julie would also look over the survey and make notes on things she feels maybe helpful to the Board regarding the survey.

Sue mentioned that the DES would be holding a hearing on May 3rd at 6 or 6:30pm at the Community Center RE: the Town's water issue – 1,4, Dioxane. The Discussion on what part of town was affected and that it was shallow wells as well as drilled wells. It was discussed that DES has been going door to door testing the water. If a residence is 3 ug per liter, DES is giving bottled water to those residences. (Approximately - 15 cases every 2 weeks)

### **Public Hearing - 7:55 PM**

Application for formal consideration and approval for Subdivision of property owned by Katherine Birdsall Revocable Trust, 32 Maple Avenue, Map 9 Lot 59 represented by SEC & Associates

#### **Following were Present -**

Charlie Zilch SEC & Associates  
Eric & Kate Madison  
Meg Kathleen Sullivan  
Alfred & Jill Hallaway  
Charles & Valerie Little

Sue gave an overview of the plans that were approved of the Board in 2008. A couple of conditions were not met. A year later the Board sent a letter, which Sue read (letter dated January 16, 2008). Letter stated that the conditions under Sub-division Regulations - 530:3D and that the applicant has 1 year from the date of approval to fulfill the conditions or the approval would be revoked. The applicant was revoked 3 years ago. Sue did not send the plans out to review to either Stantec or the Rockingham Planning Commission because the plans had been previously reviewed and approved. Mr. Zilch stated that there were no changes made to the plan. He explained that 2 state approvals were required - State subdivision lot 59, which was the house lot and the second lot, is well over 5 acres and that still stands. The other was a Dredge and Fill for the driveway for the two lots with two crossings on lot 59-1 and that is still approved. Tim stated that the Dredge and Fill permit statute went from 4 to 5 years. Mr. Zilch stated that the plans were the same as in 2008 but with an up-dated abutters list. Paul wanted to review the conditions that were put on the plans. Sue mentioned that this is a 2-part process – 1) being that the Board accepts the application (taking it under Jurisdiction) and 2) is the approval of the plans. Sue read the previous conditions and as she read them, Mr. Zilch stated whether they were met or not.

#1 - condition met  
#2 - condition met  
#3 - condition met  
#4 - condition met  
#5 - condition met

Mr. Zilch stated that they had set the monuments and submitted a letter of certification and the only thing not taken care of are the Mylar's and copies for the recording.

Sue stated that she had a letter from DES Wetlands and Non-Site Specific Permit that has an expiration date of January 2013 and letter from Engineering Alliance Inc. stating that the driveway was up to the State standards and was stamped by a Professional Engineer. Discussion on the length of the driveway and if there were any requirements that needed to be met.

Mr. Zilch stated he was going before the ZBA for a wetlands setback variance but then he found out that the time had lapsed on the subdivision, and it needed to be redone through the Planning Board. The applicants will be looking for a wetlands setback variance. They would like 75' versus 100'; this would cut the driveway length in half and maybe able to narrow the width of the driveway. They are seeking a variance from the ZBA but need the Planning Board approval first.

**Ted made the motion to take the site plan under jurisdiction. Mike seconded the motion and the Board voted in favor**

Ted mentioned to Mr. Zilch that they may need a new Wetlands Dredge and Fill because of the change. There was a discussion on that. A letter from DES stating it was approved would be helpful.

Sue asked the audience if they had any questions.

Question from the audience from Mr. Charles Little, was asked, why can't access be off Kelly. Mr. Zilch answered that there is no access to Kelly. Mr. Zilch showed the audience using a map that the only access was from Birdsall Lane.

Mr. Little then asked if they could make an agreement with abutters on Kelly to get access to the property. Mr. Daniel Birdsall tried to explain why they could not. Mr. Little stated that there would be less impact on the wetlands and Tim stated that there would actually be more.

Sue asked Mr. Little what his objection was to having a driveway off Birdsall Lane. To which Mr. Little replied "It's ruining the sanctity of the cul-de-sac and the reason the people bought there was that it was a cul-de-sac." Sue asked how many homes were on the cul-de-sac. Mr. Little replied four. Sue stated that if the homeowner gets variance from the ZBA the house would be to reduce the length of the driveway. The house would be 300' from the road. Mrs. Little asked if there was going to be a road through. It was stated that it was just to be a single family home.. Sue was asked by Jill Hathaway if it was 2 lots. Sue stated that the parent lot was out on Maple with the big antique house and that they were creating a lot off Birdsall Lane. Mr. Dubois asked where exactly would the house be on the lot. Mr. Zilch showed the audience by using the map, with and without the variance. Another question was asked as to how close the house is to the road, Ms. Hathaway asked this question. Mr. Zilch stated that without the variance, the house would be 700' feet from the road and with the variance, it would be 300'. Discussion on the septic and the State standards. Mr. Little asked if it was going to be a road. It was stated that it could be gravel but it needs to meet the fire lane standard. Sue stated that the fire lane standards are 12' and that a typical road is 24' wide but it can be a graveled surface.

**Ted made the motion to the approve the subdivision off Birdsall lane. Mike seconded the motion and the Board voted in favor**

The Board stated to Mr. Zilch that he had until Tuesday, noon to file paperwork for the variance. Sue stated to the audience that that all the abutters would be getting another announcement in the mail for the ZBA meeting.

Mr. Little asked for a copy of the maps. Mr. Zilch supplied them to Mr. Little. Mrs. Little asked about the stream and what is involved with that. Sue stated that the State has already approved that. Paul asked Mr. Zilch what were they going to do about that. Mr. Zilch stated that the impact was minimal and that they were putting in a 30" pipe.

First Hearing ended 8:25p.m.

**Public Hearing 8:30 p.m.**

Application for formal consideration and approval for Site Plan for property owned by Rock Ridge Development, 71 Route 111, Map 20 Lot35-1. Rock Ridge Development is an LLC and are the owners of the property and are represented by Paul Busby.

Sue read the list of abutters.

Tim recused himself as the Town of Atkinson is an abutter and Tim is on the Conservation Committee. Sonny to take Tim's voting seat.

Sue gave an overview that the plan was approved in 2005 and the conditions were met. What the plan attempts to do is extend the building by 4'. Sue stated that she spoke with Aaron from Stantec and asked that the plan is unchanged from it's previous approval except the 4' that will be added to the building. Aaron stated that this would not need to be reviewed.

Paul Dimaggio asked which building would be increased. Mr. Busby stated it was the larger building. Discussion on fire suppression, it would be an underground cistern. Mr. Busby would entertain any all suggestions on installation. He also stated that there were new regulations on new generator requirements as well as new diesel engine required from the NFPA code. This is why there is a small area off the side. Tim asked if they were looking at getting something certified by a professional engineer. Mr. Busby stated that they have to and the SFC is on board to design it. Tim asked what the new distance is to the wetlands from the little bump out and the 4' expansion? Because the wetland variance has changed. The wetlands indicated on the map is a prime wetland and the setback is 150'. Sue read the variance from page 3 of the maps. It was stated by Mr. Busby that the variance was issued for the office building and it was unchanged. Ted stated that that there was no issue then. Sue stated that the RSA 674:39- it was a 5 year exemption and it was for sub-divisions, not site plans.

Discussion on what structures were on the lot. It was stated by Mr. Busby that there were some trailers and a tent for sand/salt storage. It is not a permanent structure and he was unsure if it was going to be moved or if it was to stay.

**Mike motioned to take the plan under jurisdiction for property owned by Rock Ridge Development, 71 Route 111, Map 20 Lot 35-1. Ted seconded the motion and the Board voted unanimously in favor.**

**Paul Dimaggio made the motion to consider this under a minor site plan change because it respects the approved plans and basic allocations in terms and use and intensity for this type of facilities. Mike seconded the motion and the Board unanimously voted in favor.**

Sue made a note that in the Town report, the Town is still holding the calculated bond in the amount \$14,700. The bond has been in place since 2005.

**Paul Dimaggio made a motion to approve the minor change to the plan that was approved in 2005. Mike seconded the motion and the Board voted unanimously in favor.**

**Public Hearing ended at 8:48 PM**

**Public Hearing 8:50**

#### **Master Plan Chapter**

Public Hearing to adopt the revisited chapters of the Master Plan - Community Facilities, Existing Land Use and the Natural Resource Inventory (NRI).

Sue stated that there were no inquiries and no interest. The chapters were on a cd and available for review. The postings were on the Town website, posted in the newspaper as well as posted in and outside the Town hall.

Sue mentioned that a lot of work went into the chapters with the guidance of Rockingham Planning Commission circuit rider Julie LaBranche. Sue wanted to also note with a great deal of help from the Conservation Commission the Board was able to complete the Natural Resource Inventory chapter, which went from a few pages to 79 pages not including the detailed maps. This was done with grant monies. The next chapter the Board will be working on is the Visioning chapter, which is currently titled,

Introduction. Sue stressed that the Board is looking for a lot of citizen input. The Board will be circulating a survey in many different modes so it reaches everyone. The survey will be coming out this summer. Early in June on a Wednesday night, the Board is looking for citizens to come to a thought generating discussion. The other chapter that the Board will be working on is the Future Land Use chapter and when they are complete, the groundwork is covered for a CIP committee and work on a Capital Improvement program.

Discussion on if there will be food at the Wednesday meeting, Sue urged the residents to look for the notice on the Town website, bulletin boards, cable TV, and notices around town. Discussion on locations to post a notice for the meeting.

**Tim made the motion to adopt the three chapters to the Master Plan that the Board worked on for the past year plus. Mike seconded the motion and the Board voted unanimously in favor**

Julie thanked the Board for their help and hard work finishing the chapters.

Sue stated to the Board that Julie needs the Board to request the Board of Selectmen to sign a contract to work on the next two chapters. The amount of monies that was budgeted for the chapters was \$10,000. The Board discussed if \$2000 was enough to host the citizen input and the survey mailing. Ted asked if it could be "piggybacked" onto a Town mailing. The majority of the Board did not feel comfortable, as the residents may not notice it. It was discussed that one per household and if a postage prepaid envelope. Sue mentioned that it could re-folded and sent back. Also discussed whether a stamp or if a permit was better. Mike stated that with a stamp you would be out the money and the permit you only pay for what is actually mailed back. Tim mentioned that the permit is a good deal as it is discounted. The Board was agreeable that the \$2000 for the mailing and cost of the food. Julie said she would fill in the dollar amounts and the terms would be one-thirds at the signing of the contract and 1/3 around August 1st and the last at completion by December 31st.

Julie will start on the structuring of the Vision session and how to structure the Future Land Use Chapter and what the Board would like in the Chapter. Tim stated that the Conservation Commission would have to be in on that chapter as one of the commissions functions under the RSA.

Discussion on what the Visioning session and a lengthy discussion what type of food and beverages would be "enticing" people to come out to the session. Julie asked the Board if anyone would consider being a moderator of a group. The entire Board stated they would. Sue mentioned that the Board was very dedicated and she appreciated everyone's help. Paul asked if Julie comes up with a portion of the vision chapter before the "gala". Julie stated that she would like to review the existing chapter and any recommendations it has. At the May meeting would be a good time to revisit them. From that, she would come up with some ideas that could be used at the Vision Session. This would hopefully have the citizens mark what they would like to see stay the same or change. Sue mentioned on the survey that the Board felt there was too much on the demographics. Julie stated that the US Census and how it was modeled and why the information on it is not defined as it goes down to a small town level. It is based for more urban area demographics. Therefore, the more information you can extract the better you can detail the needs of the community as a whole. The discussion went on about what type of demographics and what would be or if anyone would really need the information. Scott stated that he really like the idea of all that information and volunteered to help with the information. The Board is rethinking adding the demographics back in after a lengthy discussion. Sue stated that Todd made a suggestion about natural gas vs. propane and if a question could be added to the survey if people have a desire to expand it into the Town. Discussion on where natural gas was located. Ted elaborated on the benefits and the down sides to having gas and how it would affect his crew when doing road maintenance. The Board feels it would be a good question to ask and Scott mentioned that it could be put under letter "R" under Development Priorities, which will be called Town Priorities.

Julie mentioned the Workforce Housing Workshop and a New Hampshire Listens is doing a series of regional forums on the Water Sustainability Commission. These are being held across the state on May

8th. Julie will send an email. The RCP is hosting an Energy Technical Assistance program and their last workshop on April 30th. Mike asked Julie to send him an email on it.

Public Hearing closed at 9:35 p.m.

### **Workshop**

Sue wanted to remind everyone that we would be having the workshop on May 2, 2012

**Mike made a motion to adjourn the meeting. Ted seconded the motion and the Board voted in favor to adjourn.**

The Planning Board meeting was adjourned at 9:38 p.m.

Respectfully submitted by Patty Power