

APPROVED MINUTES  
Approve 7-21-09

**Call to Order:** by Chairman Bill Curtin at 7:00 p.m.

**Members Present:** Chairman, Bill Curtin, Tim Roy, David Hussey-Selectman Representative, Tom Hoopes, Scott Williams, Alternate-David Collier, Town Planner-Sharon Penney, Planning Assistant-Stacey Ames.

**Appointment of Alternates:** David Collier

**Motion** by B. Curtin to seat David Collier as an alternate. Second by D. Hussey. No discussion. Vote Unanimous.

**Approval of Agenda:** Change in address on Case P09-14 from Young Town Road to Suncook Valley Road.

**Motion** by B. Curtin to approve to agenda as amended. Second by D. Hussey. No discussion. Vote unanimous.

**Public Input:**

David Hussey read a memo from the Board of Selectmen.

*To: All Town Officials and Employees: Boards, Committees and Commissions.*

*Re: Conflict of Interest*

*Due to a recent event, we felt it necessary to release this statement to ensure public confidence; that all Town officials, Board, Committees, and Commissions either appointed and elected, shall conduct Town business openly and fairly to all and follow the Conflict of Interest Policy as established by warrant article and approved by the voters.*

*In furtherance of this policy, all Town officials and employees are required to acknowledge the Town's conflict of Interest Ordinance when they are elected or hired, and that they should conduct themselves at all times in compliance with this ordinance.*

*Each elected official and employee is urged to conduct themselves not only in accordance with the Conflict of Interest Ordinance, but to be always diligent of how we act and behave, even though lawful, may still give the public appearance that a conflict exists, never more apparent than when we knowingly act in a manner that does conflict with Town ordinances or policies.*

*The Board of Selectmen recognizes that various types of involvement in Town business requires varying responses from us with new ordinances and policies. The Conflict of Interest Ordinance does provide a general description on how to deal with issues not contained within the ordinance, and that when these circumstances do occur, common sense should prevail. Although the policy dictates how each elected or appointed official should proceed, this has not always been the case as recently became evident.*

*Because of this incident, the board of Selectmen are compelled to remind all our employees and those Town officials, elected or appointed, about the effect their actions may have on the public's perception. This memorandum provides direction from the Selectmen on what is expected from each employee, Town Officials, Board and Committee members of how they are expected to behave in the future as outlined in the Conflict of Interest Policy.*

Approved

*As a result of the negative impressions recently created, the board of Selectmen recommends, that when any official or employee involved in an enforcement proceeding conducted by the Town against them, their family members or business associates, that they will at minimum, immediately take a leave of absence from their position on a respective board or committee/commission. The leave of absence should continue until the enforcement action is completed.*

*Further, the Board of Selectmen directs that any official or employee involved in enforcement proceedings shall immediately refrain from any non-public contact or attempt to influence an outcome about their cases with other Town Officials, fellow board members or employees, with the exception of the Town Administrator, Town Attorney or their designees.*

*Favoritism and partiality towards none is the best policy of the Board of Selectmen.*

*Signed by all Alton Board of Selectmen: Stephan McMahon-Chairman, Peter Bolster-Vice Chairman, Patricia Fuller, R. Loring Carr, and David Hussey.*

None further public input seen or heard.  
Closed public input.

**Conceptual  
Case P09-14**

**Map 5, Lot 72-7**

**Conceptual  
Suncook Valley Road**

**Al Dadian, Scott Newell, & David Hussey**

Conceptual to discuss the possibility of a 150 site park model campground. This parcel is located in the Rural Zone.

David Hussey recused himself for this case.

David Collier noted that his office has been contacted with regard to this case but no work has been done for the applicant. (Richard Barlett and Associates) All Board members and applicants are fine to have him sit on the Board for this case.

Present for this case: David Hussey, Al Dadian, and Scott Newell.

A. Dadian here tonight to explore purchasing the site referenced and noted prospectus submitted. Interest in what the Board would recommend for the site.

S. Penney distributed prospectus.

*Resort Campground, Alton, New Hampshire – by Al Dadian and Scott Newell, June 8, 2009*

*The intention and the desire of the LLC formulated to develop Alton Valley Resort & Campground is to combine the best elements available and to generate a product which serves and is beneficial to the area, the town of Alton, its businesses and vacationers.*

*The site, which currently zoned for RV use, is familiar to town residents and seems to us to have all the proper requisites for an RV resort. It has a perfect rural atmosphere consisting of woods farmlands*

Approved

*residences creating a nice feeling to the approach. The grades, vegetation and soils seem to lend themselves to nicely located and graded campsites. Our Site plan would blend with the surrounding approach in that the entry would be well landscaped yet casual with partially obscured views of the entry area and facilities. The plan or future plans submitted represent a total number of sites well below the allowable number. The suits are developmental intent and should appeal to the town's desire to maintain a natural appearance.*

*Campsites, under the circumstances would then be notably roomier than those typically seen and will allow for some privacy due to the nature of the design layout with the front of the sites not facing onto travel lanes and the rear of nearly all units backed to woods. Predominantly underground utilities will add to the appeal.*

*Many of the Recreational Vehicles will predominantly have asphalt roofs and vinyl siding for a more natural appearance and ease of maintenance. Campground rules require cleanliness and allow for no exterior changes without prior written approval by the management.*

*The Site Agreement with campers complies with the state RSA to restrict any attempt to permanent residency by requiring the campground to be closed during significant periods with serious repercussions and eviction for violation of the closed periods. A developed site agreement has been submitted for review by the town for which we welcome discussion and improvement.*

*New Affect, We believe to be an opportunity for appealing, healthy growth aiding New Hampshire residents with the possibility to have a safe resort vacation that will contribute to local attractions and businesses without creating an undue burden upon the town of Alton.*

A. Dadian stated this falls under RSA for campgrounds and has to be closed for significant parts of the year. Would like to keep open for winter months for skiers as well for snowmobile activity. Closed for April and first three weeks in November.

S. Williams noted may have to check with statutes and someone may not be able to stay more than 6 months at a time.

B. Curtin asked if they need Attorney General approval for this large of a campgrounds.

A. Dadian noted it has not been required of campgrounds before.

S. Williams asked about park models.

S. Newell septic based on state regs. Would like water and sewer to each site.

S. Williams asked about maximum per site.

A. Dadian typically occupants come for weekend. Tends to be a very quiet setting. 11PM-7 AM. absolutely quiet. Rules and regulations will be set. There are also state regulations they need to include. Generally average age is above 50.

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B. Curtin - asked if owner occupied?

A. Dadian yes, with no sublet. Most likely lease that renews annually. There can be long-term rental but under the approval of management.

T. Roy asked if these are permanent structures?

A. Dadian no – unit comes in on wheels, skirted to make attractive.

T. Hoopes questioned about permanence and asphalt roofs.

A. Dadian stated the park models are classified as a recreational vehicle.

S. Newell 400 sq ft or less and fall under state statutes, Have a slanted roof. Trailored. This is an up scaled RV park. Not looking for transient pull-behind. Park will be landscaped.

T. Roy asked about registration?

S. Newell yes, they will be registered in Alton each year. Looking for a more tranquil community.

T. Roy asked about management?

S. Newell noted someone would be manning the property - possible someone living there. Doing ground maintenance.

T. Roy asked when someone dies, etc. what happens to unit.

S. Newell stated the campground owner would be given notice and new owner would have to follow bylaw just as deceased did.

D. Hussey - noted all will be registered by April 1 and otherwise will be taxed by the Town of Alton.

A. Dadian peaked roof makes more appealing and buyers take a lot of pride and ownership with plantings, etc.

T. Roy asked where does this fall in Zoning 355? There is a lot of criteria that does not apply. Bathrooms, showers, etc.

A. Dadian asked for clarification

T. Roy added one or more service buildings provided for male and female.

A. Dadian each have public building would have bathroom and the pool and recreational area will have restroom facilities as well. Each park model has their own bathrooms.

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S. Newell noted it is being planned for the recreational areas. Right now, laundry not being planned.

T. Roy asked about septic.

S. Newell will be pumped as needed.

S. Williams asked about concrete pads.

S. Newell noted no concrete pads or ledge pack, and some may be tied down for weather protection.

B. Curtin how close are the sites.

A. Dadian - roughly 50 x 60. Privacy to the rear of site. Plantings between sites.

D. Hussey - main road goes through the park but the sites are on a loop road. Away from the road and cannot be seen from the road.

T. Hoopes asked if they have they read through Zoning 355? Encouraged applicants to read through regulations.

S. Newell stated he has read through the pages provided.

D. Hussey stated this was presented to the ZBA and approved for special exception for a campground. Want this to look like a cluster but units can be pulled out at any time.

S. Newell semi permanent and can be broken down within an hour.

A. Dadian noted that building permits have not been required before.

B. Curtin asked about heat.

S. Newell each unit has its own tanks installed by propane company.

T. Roy asked about power.

S. Newell public utility with underground service - 50 amps each. Industry has changed and people looking for more elaborate style other than camper, airstream, etc. Keep 71 original sites and get test pits done and get more units in there.

T. Roy asked for them to review section 355. Jot down what they might think they would ask for waivers.

S. Penney said she feels this is more than just a campground.

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S. Newell added even a campground would put water and electric and sewer hookup. Same factory builder, one have a pitched roof and not to be trailored every weekend.

T. Roy noted they will have to have a septic approved by the state.

General discussion how permanent sewer connection will be.

S. Newell noted the state requires the water to be tested.

B. Curtin asked if this is planned for private roads.

S. Newell - yes with lot numbers.

A. Dadian type of customer are skiing, boating, money spending vacationers. Can be left to heirs as long as they abide by the rules. Structures will only be sold. Land not sold. Approximately \$45-65000 per unit. Rental agreement cannot be recorded. Campgrounds have a lot of authority with regarding to rules and regulations.

S. Penney asked for an example of rules and regulations.

A. Dadian stated they can provide this as well as pictures.

S. Newell looking for 150 plus sites. Could be a ten year project. Would like 20-30 sales each year and will take a few years to complete original 70 sites.

B. Curtin with acreage minus wetlands how many lots will fit.

S. Newell 630 sites could fit.

D. Hussey there are 138 acres.

S. Newell actually would like 200 plus.

T. Hoopes noted this is his 4<sup>th</sup> time looking at this site for a project like this. PB had questions about the number of lots with previous owners. It was never approved. Bystrack were going to use front of property and not back of property. Need site plan, up to date wetlands mapping, and Conservation commission noted to please mention that the last time the site walk on the adjacent property noted water is filling in - beaver activity. Crossings need to be looked at.

S. Newell - noted two minor crossings.

D. Hussey - C. Balcius mapping wetlands.

T Hoopes concern also on traffic load. Would propose a site walk.

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B. Curtin asked about lighting.

A. Dadian no post lights.

T. Hoopes no lights shining off the property.

S. Newell cost factor - minimal lighting.

T. Hoopes suggested to set up an appointment with DES with regard to disturbance of area and get most of the problems solved in advance.

S. Newell hiring a wetlands scientist to design individual sites and using their judgment to address state requirements. That is why they are here tonight and wanted to see what the Board is thinking.

B. Curtin read a letter from Justine Gengras, Co-chairman of the Conservation Commission for the town of Alton.

*June 16, 2009*

*To: Planning Board*

*Re: Wetlands on Map 5, Lot 72-7, proposed for campground.*

*The Commission recommends spot-checking and updating the wetlands delineations for this lot on any plan submitted to the Planning Board, unless the mapping was done this year (2009).*

*Annually, the Conservation Commission walks the boundaries of the abutting Jackson property (on the south) to monitor a conservation easement. We are very familiar with the shared property line (4410 ft.) of these two parcels, which runs through some large wetlands.*

*This is not a criticism of the accuracy of any past wetlands mappings. Rather, the Commission has observed that wetlands along the shared property line have been getting wetter and larger each year for the past 4 years. We attribute this to local weather conditions and unpredictable beaver activity.*

S. Newell added soils scientist will be checking what has been mapped and take concern for wetlands and crossings and setbacks.

A. Dadian noted the pool and recreation area with landscaping will be visible from the road.

S. Newell sites are wooded with very little site from the road. One unit will be used as an office at the start and will follow the character of the land. Zero clearance pool.

A. Dadian nearest unit will be on the loop road. Nearest loop road will be approx 400 feet from Route 28.

S. Williams suggested getting all wetlands done first.

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A. Dadian confirmed they will be in compliance on wetlands.

S. Newell main road coming in two-way. Loop roads are one way and want to check with FD .

S. Williams noted that one tank truck would probably put one unit out.

S. Penney noted when they come in for the application and will probably have some town engineers and will become costs and this is done up front. This is something new for this town and there may be some requirement by the town engineers.

S. Newell noted they still need site specific.

S. Penney noted it was required of Stone Meadow Commons.

B. Curtin asked about a site walk.

T. Hoopes noted cannot do a site walk before accepting an application.

S. Newell suggested invited the Board to walk the property before the application.

S. Ames noted that this is a site plan and regulations stated that the town engineer is required to look at it.

S. Penney stated the town engineer looks at what has been submitted by applicant's engineer. He reviews the plan and visits the site and make recommendation.

A. Dadian asked if the town engineer can come to the hearing of their application.

S. Penney stated yes and there are two engineers they can choose from.

S. Newell asked if the board would be willing to work off site specific plans

S. Williams stated plans need to include elevations, drainage, landscaping, detention ponds.

B. Curtin added underground utilities shown.

S. Newell stated Roberts Knoll was not required to show underground.

Discussion on if this is a requirement or recommendation.

S. Newell main water will be 5 feet and the rest of the utilities will be 3 feet. Curbstop water.

S. Penney encouraged what T. Roy said to work backwards and see what they don't need first in preparing the application.

B. Curtin Length of one way road?



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S. Newell hammer head at the end of the road. Main road going in is 23 feet wide. Wants to make sure FD can get in and out.

A. Dadian noted that only the loop road is one way.

S. Williams - other items to put on plans, storage, trash

T. Hoopes noted there will be discussion as to access on snowmobile trails. Abutter questioned legality of snowmobile trail.

D. Hussey owns trail and there will be absolutely no motorcycles or four-wheelers on trails.

T. Roy noted it could be gated.

D. Hussey resumed his seat on the Board.

**Other Business:**

1. Approval of Minutes.
  - a. May 21, 2009 minutes  
Page 2, Add a "S" to William  
Page 2, S. Smith noted . . . add CSPA boundary (Comprehensive Shoreline Protection Act Boundary)  
Page 3 and Page 4 not numbered.  
Page 2, clerical change. Change to ZBA gets rid of  
Page 2, S. Smith noted Mr. Norman . . . add "has"  
Page 4, bottom under section B. change B. Curtin met to with Attorney Sessler to "talked."  
Top of last page under, Old Business word "need" to "needed"  
Other business. Clarify S. Williams wanting to add "Lighting chapter."  
Page 3 A. Norman wants to get this "cleaned-cut." Change to "cleared up."

**Motion** by T. Roy to approve minutes as amended. Second by S. Williams. No discussion. Vote unanimous..

2. Old Business – None.
3. New Business. Site Plan Regulations update. S. Penney would like to devote and entire meeting to Site Plan Regulations. General discussion on site plan regs. S. Ames noted site plan is insufficient. Stacey has idea on how to do it. Needs to come before the board for approval with a specific hearing. Needs to be complex but understandable for applicants. S. Penney noted it needs to be pulled apart from subdivision. T. Hoopes suggested a subcommittee on how this should be pulled apart. There is a minor site plans and regular site plan – S. Ames. Tonight was perfect example to site plan because it brings you right to subdivision regulations. S. William asked what is more important - subdivision or site plan?

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Establish a set of sight plan regulations. Suggested to compile what is currently there, and lay out to show: this is what it is and this is what I would like it to be. S. Penney to come up with a draft (60 days) to present to the Board. Highlighting what is suggested to be deleted.

**Motion** by S. Williams for the Town Planner to present a draft for site plan regulations after sixty (60) days to the Planning Board for consideration. Second by T. Roy. No discussion. Vote unanimous.

4. Correspondence. Received a letter to Planning Board. Resignation letter from Bonnie Dunbar. B. Curtin thanked her publicly for her years of service. T. Hoopes to draft a letter and meet with Sharon for assistance. Also included answers from last Planning Board meeting. "Old Zoning ordinance in my possession show that off street parking for retail has had the same wording as now appearing in the 2009 Zoning Ordinance since at least 1989.

No other business.

**Motion** by S. Williams to adjourn. Second by D. Hussey. No discussion. Vote unanimous.

B. Curtin – adjourning at 8:42 p.m.

Respectfully submitted,  
Carolyn Schaeffner  
Recording Secretary