

TOWN OF ALTON PLANNING BOARD
PUBLIC HEARING
Minutes
October 20, 2015
Approved 11-17-15

Members Present: Dave Collier, Chairman
Tom Hoopes, Vice Chair
Bill Curtin, Member
Peter Bolster, Member
Virgil MacDonald, Selectmen's Representative

Others Present: Ken McWilliams, Town Planner
Randy Sanborn, Secretary

I. CALL TO ORDER

D. Collier called the meeting to order at 6:00 p.m.

II. APPROVAL OF AGENDA

There was one change to the agenda. P15-17, Map 12 Lot 32, Continued Final Minor Subdivision, Susan Gatton, Old Wolfeboro Road was continued to the November 17th meeting per request of Jeffrey L. Green, LLS.

T. Hoopes motioned to accept the Agenda as amended.

V. MacDonald seconded the motion with all in favor.

III. CONTINUED PUBLIC HEARING

Case #P15-16 Irwin Marine	Map 15 Lot 16	Amended Final Major Site Plan Review 723 East Side Drive (Route 28A)
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Irwin Marine is proposing to improve the existing boat storage yard with some earthwork and re-grading of the lot. The areas proposed for re-grading of existing gravel areas with the exception of a portion of the site in the southwest corner that was cleared and disturbed in Fall 2014. This property is located in the Rural (RU) Zone.

K. McWilliams gave an overview of this application. The waivers were approved at the September 15th meeting. The Board also accepted the application as complete at that meeting. A Site Walk was done on September 23rd. The Board was shown the revised plans with the Board's requests at the last meeting. KV Partners accepted the Storm Water Drainage Plan and Report.

D. Collier opened it up to the public.

David & Marlee Quann spoke in regards to the lighting and water drainage. David stated that the lighting was still shining into their window. He showed the Board pictures of water going over their stonewall after a rain.

Nicholas J. Sceggell P.E. responded to the comment regarding the berms to block the water. He stated that the trees would provide a natural berm when they are planted. He felt that most of the water might have been coming from the culvert on 28A.

D. Collier closed public input.

Bruce Wright stated that they would take care of the light screening.

The applicant stated they would consider putting up a silt fence now to deter the water until all the stabilization is done next summer.

B. Curtin motioned after due hearing, the Alton Planning Board hereby approves the above cited application for

Irwin Marine for a Final Amended Major Site Plan Review with the following conditions:

CONDITIONS PRECEDENT

Conditions Precedent: The following conditions must be satisfied prior to the Planning Board Chair signing of plans.

- 1. A note shall be added to the plan prior to plan signing by the Planning Board Chair stating that Best Management Practices shall be utilized during any timber cutting on site.**
- 2. The following note shall be added to the site plan prior to plan signing by the Planning Board Chair: This site plan contains a total of six (6) sheets. In combination these plans constitute in its entirety the site plan as approved by the Town of Alton Planning Board. All sheets are on file at the Town of Alton Planning Department.**
- 3. The following note shall be added to the site plan prior to plan signing by the Planning Board Chair : This site plan is subject to the Conditions of Approval itemized in the October 20, 2015 Notice of Decision on file at the Town of Alton Planning Department.**

SUBSEQUENT CONDITIONS: The following conditions subsequent shall be met during construction and on an on-going basis:

- 1. The applicant shall comply with all of the Town of Alton’s Site Plan Review Regulations.**
- 2. The approval is based upon the plans, specifications and testimony submitted to the Planning Board. Any alterations, additions or changes to the plans are not authorized and require additional Planning Board approval.**
- 3. A site plan which has been approved, conditionally or otherwise, may be revoked, in whole or in part, by the Planning Board when an applicant or successor in interest to the applicant has performed work, erected a structure or structures, or established a use of land, which fails to conform to the statements, plans, or specifications upon which the approval was based, or has materially violated any requirements or conditions of such approval.**
- 4. Loam needs to be brought in to provide an appropriate growing medium for the new trees.**

Provided all listed conditions precedent are satisfied, this approval will remain valid for implementation 365 days from date of original approval, unless extended by the authority of the Planning Board after petition by the applicant.

V. MacDonald seconded the motion with all in favor.

IV. COMPLETENESS REVIEW OF APPLICATION AND PUBLIC HEARING IF THE APPLICATION IS ACCEPTED AS COMPLETE.

Case #P15-19 W.W. Inglewood Trust LLC	Map 27 Lot 17	Final Minor Site Plan Main Street
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On behalf of the applicant, Paul Zuzgo, Prospect Mountain Surveying, is proposing a minor site plan review for an Automotive and Truck Repair Garage to reuse a part of the former Fiddlehead’s building. This property is located in the Residential Commercial (RC) Zone.

K. McWilliams gave an overview of the application. He stated the applicant has requested the following two waivers:

1. Section 3.01 (F) 17 Direction of stormwater flows and existing and proposed drainage facilities. Their position is that there is no new impervious surface coverage and there should not be any increase in existing runoff.
2. Section 3.01 (F) 19 Erosion Control. Since there will not be any change to the existing pavement area no erosion control should be needed.

B. Curtin stated for the record that the wife of the owner of the property is B. Curtin's secretary if the Board wishes for him to recuse himself. The Board had no problem with him remaining seated.

T. Hoopes motion to approve the two waivers:

1. **Section 3.01 (F) 17 Direction of stormwater flows and existing and proposed drainage facilities. Their position is that there is no new impervious surface coverage and there should not be any increase in existing runoff.**
2. **Section 3.01 (F) 19 Erosion Control. Since there will not be any change to the existing pavement area no erosion control should be needed.**

B. Curtin seconded the motion with all in favor.

K. McWilliams stated that with the approval of the waivers he recommends the Board accept the application as complete.

B. Curtin motioned to accept the application as complete.

T. Hoopes seconded the motion with all in favor.

Paul F. Zuzgo spoke on behalf of this application. He explained the design of the garage. The bays will be facing the back of the building toward the school. He responded to the Code Enforcement's concerns.

Dave Turner from Alton will be leasing the space for the garage. He spoke to the Board regarding the functions of the garage.

D. Collier opened it up to the public.

Danielle Durkee from 26 Barnes Ave. spoke in regards to the noise caused by construction and debris from the dumpster and lighting from the building.

D. Turner stated that people will not be hanging around and he would put up cameras. There is existing lighting and there will be some under the walkway.

D. Collier closed public input.

T. Hoopes made a motion after due hearing, the Alton Planning Board hereby approves the above cited application for Minor Site Plan Review for an Automotive & Truck Repair Garage with the following conditions:

Conditions Precedent: The following conditions precedent shall be met prior to the minor site plan being signed by the Planning Board Chair:

1. **The following note shall be added to the minor site plan prior to the Planning Board Chair signing the minor site plan: This minor site plan is subject to the Conditions of Approval itemized in the October 20, 2015 Notice of Decision on file at the Town of Alton Planning Department.**
2. **A Special Exception must be approved by the Zoning Board of Adjustment for the Automotive & Truck Repair Garage use prior to the Planning Board Chair signing the minor site plan.**

Conditions Subsequent: The following conditions subsequent shall be met during construction and on an on-going basis:

5. **The applicant shall comply with all of the Town of Alton's Site Plan Review Regulations.**

6. The approval is based upon the plans, specifications and testimony submitted to the Planning Board. Any alterations, additions or changes to the plans are not authorized and require additional Planning Board approval.
7. A site plan which has been filed and approved, conditionally or otherwise, may be revoked, in whole or in part, by the Planning Board when an applicant or successor in interest to the applicant has performed work, erected a structure or structures, or established a use of land, which fails to conform to the statements, plans, or specifications upon which the approval was based, or has materially violated any requirements or conditions of such approval.
8. The applicant shall comply with the following review comments from the Code Enforcement Officer:
 - a. If vehicles are stored awaiting maintenance (AWM) or parts (AWP), provisions should be in place to prevent infiltration of leaking substances, such as drip pans, catchment areas, etc. Vehicles that are stored should be done so in a neat and orderly manner.
 - b. If waste containers are stored outside, they should be screened/protected to prevent unauthorized dumping or damage.
9. The applicant shall comply with the following review comments from the Fire Department. The proposed minor site plan would be under NFPA 101 Life Safety Code 2009 Chapter 36 New Mercantile Occupations. The building would fall under the following codes:
 - a. The building would be a Class B Mercantile single story less than 30,000 sq ft.
 - b. Chapter 36-36.1.5 Classification of Hazard of Contents. The hazard would be an ordinary hazard due to the automobile service center.
 - c. Chapter 36-36.3.5.3 Portable Fire Extinguishers shall be provided in all mercantile occupancies in accordance with Chap 9 9.7.4.1.
 - d. Chapter 36-36.2.8 Illumination of means of egress – Lighted exit signage required.
 - e. Chapter 36-36.2.4.1 Requires not less than 2 separate exits.
 - f. Chapter 36-36.2.5.3 Common Path of Travel – Shall be not less than 75 feet.
 - g. Chapter 36-36.2.9 Emergency Lighting required in each occupancy.
 - h. Chapter 36-36.3.2.1.1 General Hazardous Areas – The area shall be protected in accordance with Chapter 8 8.7.1.1. Chapter 8.8.7.1.1 Protection from any area having a degree of hazard greater than that normal to the general occupancy of the building or structure shall be provided by enclosing the area with a fire barrier without windows that has a 1 hour fire resistance rating in accordance with Section 8.3.
 - i. The total occupant load capacity of the building would be 239 people.

Provided all listed conditions precedent are satisfied, this approval will remain valid for implementation 365 days from date of original approval, unless extended by the authority of the Planning Board after petition by the applicant.

B. Curtin seconded the motion with all in favor.

Case #P15-20 Christian Camps & Conferences, Inc.	Map 18 Lot 15	Design Review Site Plan Chestnut Cove Road
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On behalf of Christian Camps & Conferences, Inc., Peter Howard, Steven J. Smith & Associates, is proposing a Design Review Site Plan for a 3,360 square foot (42'x80') maintenance garage. The property is located in the Lakeshore Residential (LR) Zone.

K. McWilliams gave an overview of the application. The applicants have requested two (2) waivers as follows:

1. Section 4.01 (F) 7 Complete Boundary Survey since they are working within about 1.5 acres of a 150 acre parcel; and
2. Section 4.01 (F) 9 Topography of the entire site since they are working within about 1.5 acres of a 150 acre parcel.

T. Hoopes motioned to approve the request for the waivers:

1. Section 4.01 (F) 7 Complete Boundary Survey since they are working within about 1.5 acres of a 150 acre parcel; and

2. **Section 4.01 (F) 9 Topography of the entire site since they are working within about 1.5 acres of a 150 acre parcel.**

B. Curtin seconded the motion with all in favor.

K. McWilliams stated that with the approval of the waivers he recommends the Board accept the application as complete.

T. Hoopes motioned to accept the application as complete.

B. Curtin seconded the motion with all in favor.

Peter Howard from Steven Smith and Assoc. in Gilford and the Executive Director Bob Strodel spoke on behalf of this application. Peter showed colored plans to explain the location of the proposed maintenance garage. Bob showed a miniature model of the building to show the interior design.

D. Collier opened to the public. There was none at this time.

V. OTHER BUSINESS

1. Old Business – none

2. New Business –

a. There was a discussion on the Senate Bill 146 – Accessory Apartments. A copy of the revisions to the Bill was handed out to the Board and a draft of a letter to the House of Representatives. K. McWilliams was asked to revise the letter and send it to the Representatives.

b. V. MacDonald requested that K. McWilliams and D. Collier attend the interviews for the new Planner Position.

T. Hoopes made a motion to approach the Selectmen to have D. Collier and K. McWilliams to be on the Planner choice.

B. Curtin seconded the motion with four (4) in favor and one (1) abstained (VM).

3. Approval of Minutes:

a. Minutes of the September 15, 2015 regular Planning Board Meeting.

B. Curtin motioned to approve these minutes as presented.

T. Hoopes seconded the motion with all in favor.

b. Minutes of the September 23, 2015 Site Walk.

B. Curtin motioned to approve these minutes as presented.

T. Hoopes seconded the motion with four (4) in favor and one (1) abstained (DC)

4. Correspondence – None

5. Any Other Business that may come before the Board. – None

VI. PUBLIC INPUT ON NON-CASE SPECIFIC LOCAL PLANNING ISSUES:

There was none at this time.

VII. Adjournment

T. Hoopes made a motion to adjourn. The motion was seconded by V. MacDonald and passed without opposition.

The Public Hearing adjourned at 8:00 p.m.

Respectfully submitted,
Randy Sanborn, Recorder, Public Minutes-