

**TOWN OF ALTON PLANNING BOARD
PUBLIC MEETING**

Tuesday, March 18, 2025, at 6:00 PM

Alton Town Hall, 1 Monument Square, Alton, NH 03809

MEMBERS PRESENT

William O'Neil, Chair
Doug Brown, Member
Mark Manning, Member
Tom Diveny, Member
Roger Sample, Member
Nick Buonopane, Board of Selectman's Representative

OTHERS PRESENT

Jessie MacArthur, Town Planner
Barry Gier
Bruce Campagna
Paul Zuzgo
Valerie Tarbell
Jeff Hertel
Nancy Bell
Thomas Degan
Duane and Sandy Hammond
Kathy Fairmond
Richard Casale
Kristin Bradbury
John Cronin, Esq.
Chris Salmon
Cynthia Theriault, PE
Steve Parsons
Kelly Sullivan
Dave Sabal
Jeffrey Hertel

CALL TO ORDER

Chair O'Neil called the meeting to order at 6:00 PM.

Introductions were made of the Board members. There were no alternates present.

AGENDA REVIEW

Ms. MacArthur stated the Town has requested a continuance for Case P25-07 to the April 5, 2025 meeting. She stated the case is being held up as it needs to go before the Zoning Board of Adjustment; she doesn't know when the application was submitted for the ZBA.

Chair O'Neil noted the application for Case P25-01 indicates 18 residential lots, but the agenda

indicates 19. It was confirmed the correct amount should be 18.

MOTION: To approve the agenda as amended, with Case P25-07 being continued to April 15, 2025. Motion by Mr. Buonopane. Second by Mr. Brown. Motion passed, 5-1-0. Mr. Sample opposed.

1. Continued Application and Public Hearing

Case #P25-01 Wilcox & Barton, Samyn- D'Elia Architects & Cronin, Bisson & Zalinsky, P.C., Agents for The Lakes Hospitality Group, Jeremy Martin, Signatory	Map 16 Lots 18 & 20 00 Cherry Valley Road	Final Major Subdivision Rural Zone (RU)
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Proposal: To consolidate the two (2) parcels and then subdivide the parent lot into nineteen (19) residential lots.

John Cronin, Esq., representative for the applicants, stated at the last meeting there was discussion about a site walk; he stated drone video was submitted after the last meeting.

Chair O'Neil stated Town Counsel recommends a physical site walk be done by the Board, and asked if the Board wants to make a decision on that. Mr. Cronin asked the Board to review the comprehensive drone footage before making a decision. The Board agreed.

Chair O'Neil stated a letter was received from an abutter, is included in the record but the issues have been resolved with the input from the Town Engineer and Town Counsel.

The drone footage was presented during the meeting for review by all.

Chair O'Neil asked when the footage was recorded. Jeremy Martin, signatory for applicant, stated the footage was obtained November 2024. He confirmed he was the builder that cut the original trail through the lot to access the lot. Ms. Theriault noted there are existing slopes but the maximum slopes on one of the proposed driveway will be just about 13%; the maximum slope on the main road will be 8%.

Mr. Sample asked about the running water. It was confirmed this is a stream running down the mountain; there is a silt fence along the area used for staging the logging operation.

Chair O'Neil asked if any input was received from the Regional Planning Commission. Ms. MacArthur confirmed comments were received many meetings ago; no concerns were indicated at that time from the Commission or from the Town of Gilford.

After discussion, the Board agreed a site walk should be done.

MOTION: To conduct a site walk on Thursday, April 3, 2025 at 10:00 AM at the property.

85 **Motion by Mr. Brown. Second by Mr. Buonopane. Motion passed, 5-0-1.** Mr. Sample
86 abstained.

87

88 The Board continued to review the plans presented. It was confirmed the utilities will be run
89 underground alongside the road, unless the utility company decides to do something different.

90

91 Chair O'Neil asked about the phasing plans. Mr. Cronin noted the details are included in the
92 application submission.

93

94 Mr. Brown asked whether there are any plans for cistern maintenance. Ms. Theriault stated she
95 will include the maintenance plan in the information submitted. Mr. Brown suggested there
96 needs to be enough turn around areas between the pumps. Ms. Theriault stated she will look at
97 the plans and ensure proper location for good access.

98

99 Chair O'Neil stated Tighe and Bond, Town Engineers, raised some concerns regarding drainage.
100 Ms. Theriault stated similar concerns were indicated with the Alternation of Terrain review so
101 they will be looking at those items.

102

103 Mr. Diveny noted the Lake Winnepesaukee Alliance submitted a letter expressing concerns about
104 the prior plan and the concerns are shared by many abutters. He asked Ms. Theriault asked that
105 details be included, outlining the measures that will be taken to protect water bodies. Ms.
106 Theriault stated no more than two acres will be developed at a time so this will reduce the
107 amount of bare soil at any given time; there will be erosion control throughout the process; there
108 will be a tracking system at the entrance to ensure sediment isn't left on Cherry Valley Road.
109 There will also be silt fences throughout.

110

111 **MOTION: To open the hearing to public input. Motion by Mr. Manning. Second by Mr.**
112 **Buonopane. Motion passed unanimously.**

113

114 Chair O'Neil opened the hearing to input from the public.

115

116 Richard Casale, abutter, asked if there was a vote on the site walk. It was confirmed there was.
117 Mr. Casale stated he has attended several meetings and his primary reason is to protect his
118 investment. He stated their property is on the northern slope and asked Mr. Sample what his
119 reason would be for not doing a site walk. Mr. Sample stated he wouldn't be able to walk the
120 rough property. Mr. Casale stated the parcel is very steep and difficult; he stated over the last
121 several meetings he has been portrayed as a disgruntled abutter but he is here to protect his
122 investment. He stated he attempted to buy this property and disagrees with the applicant's
123 attorney saying he won't be affected by issues and concerns he has raised. Mr. Casale stated
124 since he purchased his property, he has contacted the owners to purchase the 140 acre parcel; he
125 has had appraisals done and his offer was declined and sold to someone else. He stated he tried to
126 buy some of the land from the current owner but that was declined as well. Mr. Casale explained
127 the communications between himself and the current owner over the last few years. He reiterated
128 his concerns with the development diminishing his property value and he wants to make sure the
129 development follows the rules and regulations and protect his investment. He stated the Master
130 Plan clearly restricts from building about the ridge line and the proposed plan will do that, and be

131 visible from the lake. Mr. Casale stated many abutters are very concerned about the changes this
132 development will bring to the area. He stated the two houses at the top of the hill will be a direct
133 impact to him. He stated there are concerns about the affect that further development will have
134 on the Lake, the Town's greatest resource. He stated the grades are incredibly steep and there
135 will be major issues with runoff; there is also a lot of ledge on the property that will require
136 blasting which could affect other properties in the area.

137

138 Mr. Sample stated there is a lot of engineering proposed to handle the runoff and rainwater. He
139 stated the concerns with water and drainage will be dealt with. Mr. Casale stated he is concerned
140 about the plans he was told were going to be done when the owner originally bought the lot, with
141 just a few houses, then the abrupt change to The Glass Barn commercial venue, and now the
142 extensive residential development.

143

144 Valerie Tarbell, abutter, stated she sees the property from her home everyday, where they live in
145 their primary home. She stated she was very concerned about The Glass Barn proposal as it was
146 never discussed with her; she was concerned about the rental properties with that proposal. She
147 stated there is a lot in the Master Plan that was not taken into account with the original plan. Ms.
148 Tarbell stated she is concerned with what is going to be built and whether the houses will be
149 rentals. She stated there was an earthquake recently that shook her entire house; she expressed
150 concerns about blasting that will be needed for the development. She stated her lot is saturated
151 with water; there is a lot of water that runs over these properties. She stated she wants to see this
152 property kept rural and property values maintained. Ms. Tarbell stated she wants to make sure the
153 Board ensures any proposals meet the regulations and Master Plan.

154

155 Steve Parsons, resident, stated a lot has been brought up about the Master Plan and asked if any
156 Board members have been involved. Chair O'Neil explained the Master Plan is developed by the
157 Planning Board and provides guidelines and project what residents would like to see in the
158 Town. He stated Town regulations and ordinances also have to be followed; the Master Plan is
159 approved by voters.

160

161 Kelly Sullivan, resident, stated she was on the Master Plan committee and explained they are
162 tasked by the State to have a Plan written every ten years; the committee was comprised of
163 citizen volunteers. She stated based on the Master Plan, it was suggested not to log too much of
164 the ridge line and things like that; the Master Plan is only a guideline but zoning and regulations
165 take precedent. She noted the logging was done by a previous property owner in this case, done
166 without the Town's knowledge; the current owner will now have to follow the regulations and
167 ordinances to develop the land.

168

169 Mr. Casale outlined various areas of the Master Plan, stating how he believes it should be
170 followed when considering this subdivision application.

171

172 Dave Sabal, abutter, stated the land was logged by the current owner; he stated cutting was done
173 at night and he had to call the police; he stated the previous logger did a selective cut, not as it i
174 now. Mr. Sample noted an Intent to Cut was on file. There was discussion about whether the
175 Intent to Cut was for the lot or the roadway; it was noted a different permit is needed for a
176 roadway. Mr. Sabal stated one has to walk the lot to know how steep it is; he stated the

177 driveways at the top of the parcel will be over 25% steep grades. He stated the houses will be
178 visible.

179

180 Kristen Bradbury, resident, stated she agrees with fellow abutters and concerns; she stated she is
181 concerned about the future of the development, noting at one meeting it was suggested a deed
182 restriction be used to prevent commercial use in the residential community but it was suggested
183 at that time that it can't be guaranteed. She stated the builder has a development in Gilford and it
184 has those covenants in place. Ms. Bradbury stated it would be an added peace of mind for her.

185

186 Chair O'Neil closed the hearing to input from the public.

187

188 Mr. Cronin stated there is a lot to be considered with regard to the regulations and the Master
189 Plan; he stated there is also a need for housing and the Master Plan encourages meeting that
190 need. He stated they believe this plan meets all regulations; he noted it has also been reviewed by
191 the Town Engineer with just a few items that can be addressed. Mr. Cronin stated there will be 18
192 houses on 140 acres; he noted on the way to the site walk, they will pass Mr. Casale's driveway
193 which is extremely steep and asked the Board to take into consideration the work done by Ms.
194 Theriault to reduce the lots, change things around and meet the regulations.

195

196 Chair O'Neil stated a letter was received from Shaheen and Feeney, asking the Board to consider
197 four points including a proper site walk, regional planning and consideration for the Master Plan.
198 He stated there were also comments regarding the August Board meeting where statements by
199 Mr. Manning were omitted from the minutes so the meeting minutes will need to be reviewed.
200 Mr. Cronin stated NH DES inspected the logging road and a No Violation letter was issued.

201

202 The case is continued to April 15, 2025.

203

204 **Acceptance and Review of Application and Public Hearing if Application is Accepted and**
205 **Complete**

Case #P25-07 Prospect Mountain Survey, Paul Zuzgo, Agent for Bruce Campagna and Nancy Bell, Owners	Map 49 Lots 32 & 32-1 20 Boat Cove Road and 21 Bell Road	Lot Line Adjustment Lakeshore Residential Zone (LR)
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206 Proposal: To adjust lot lines for two (2) lots of record, with Map 49 Lot 32 adjusted from .27AC
207 to .46AC, and Lot 32-1 adjusted from 1.29AC to 1.09AC.

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CONTINUED UNTIL APRIL 15, 2025

210

Case #P25-08 Norway Plains Associates, Steve Oles, Agent for Hertel Investment Properties, LLC & Richard Lundy, Owners	Map 15 Lots 9-3 & 9-3- 1 NH Rte 28/Hogdon Rd/ Miramichie Hill Rd	Lot Line Adjustment Residential Rural Zone (RR)
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211 Proposal: To adjust lot lines for two (2) lots of record, with Map 15 Lot 9-3 adjusted from
212 5.34AC to 4.329AC, and Lot 9-3-1 adjusted from 2.978AC to 3.989AC.

213

214 Chair O'Neil read the public hearing notice into the record. The Board reviewed the application
215 for completeness; no waivers were requested.

216

217 **MOTION: To accept the application as complete. Motion by Mr. Manning. Second by Mr.**
218 **Brown. Motion passed unanimously.**

219

220 Chair O'Neil opened the public hearing.

221

222 Jeffrey Hertel, applicant, stated he is looking to reduce his lot from 5.2 acres to 4.2 acres and
223 increase Mr. Lundy's lot from 2.9 to 3.9 acres, essentially only changing the lot line between the
224 two lots; no abutters are affected. It is a 118 foot move of the property line. Mr. Hertel stated
225 there is a mortgage on his lot, Tax Map 50-9-3; a letter agreeing to the lot line adjustment from
226 Meredith Village Savings bank is included. He stated Mr. Lundy requested the additional
227 property and he agreed.

228

229 Ms. MacArthur stated she did not find any issues during her review of the application and plan.

230

231 Chair O'Neil opened the hearing to input from the public.

232

233 Duane Hammond, trustee of a property on Miramachie Hill Road, stated his property is on the
234 opposite side of Route 28, and questioned why he had to come. Ms. MacAllister explained he
235 was noticed as an abutter but was not required to attend.

236

237 Kathy Fairmond, abutter, stated she supported the adjustment by Mr. Hertel many years ago and
238 regrets that now; however, today she wants to make sure that if it is approved by the Board, to
239 make it contingent on cleaning up the mess where the storage units are. She presented photos for
240 review by the Board. She stated there is a lot of water runoff from the lot and draining in to just
241 one catch basin; there are four pieces of equipment left over the winter and the silt socks appear
242 to be damaged. She stated its an eyesore in a residential neighborhood and asked that it be
243 cleaned up. Mr. Hertel stated it is all his personal property; the site plan was approved in 2021
244 and he has moved forward with extensions as needed. The buildings were constructed in October
245 of 2024. Mr. Hertel stated the work stopped over the winter. Chair O'Neil stated Mr. Hertel has
246 another storage unit property and he is confident that when this project is done, he will keep it
247 maintained and cleaned up. Mr. Hertel stated he hopes to having paving done in May; the
248 drainage needs rip wrap and reiterated the items on site are his and what is there is necessary to
249 finish the project. He stated a new catch basin will be going in as well and expects a lot of
250 progress in the next 60 days, including the landscaping work per the plans submitted to the town.
251 Mr. Hertel stated when the project is complete, it will be a low-use operation and very little
252 impact to the area. He clarified the project has not been abandoned and will be as nice as his
253 other storage unit property but there were many things that came out which were out of his
254 control with the project.

255

256 Chair O'Neil closed the hearing to input form the public.

257

MOTION: To approve the lot line adjustment for Case P25-08, with conditions precedent and subsequent. Motion by Mr. Manning. Second by Mr. Diveny. Motion passed unanimously.

Case #P25-09 Jones & Beach Engineers, Inc., Barry Gier, Agent for Overlook Properties, Owners	Map 9 Lot 6-1 Suncook Valley Road	Final Major Site Plan Rural Zone (RU)
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Proposal: To construct seven(7) self storage buildings containing forty-four(44) 20'x48' units.

Chair O'Neil read the public hearing notice into the record. The Board reviewed the application for completeness; no waivers were requested.

MOTION: To accept the application as complete. Motion by Mr. Brown. Second by Mr. Manning. Motion passed unanimously.

Chair O'Neil opened the hearing.

Barry Gier, representative for the applicant, stated the lot is 5.5 acres in the rural zone; they want to construct a self-storage facility with units that will be condominiumized. Each unit will have a bathroom with a toilet and sink; access will be from Route 28. Mr. Gier stated it will have a low traffic impact; the location of the driveway was approved by NH DOT. All units will be serviced by an onsite septic and well; drainage handled by a closed-drainage system consisting of catch basins, an infiltration pond, pipes, and swales. Mr. Gier stated they have addressed comments received from the Town Engineer's review. The condo documents will restrict business or living in the units; there will be no floor drains in the units. Mr. Gier explained the proposed stormwater management system has the highest rating for phosphate removal. The fire chief's comments were received and addressed. A Knox box will be utilized.

Mr. Gier stated there will be gates that are card-operated for access; the width of the entrance will be 40 feet.

Mr. Buonopane asked how the cistern will be fed. Mr. Gier stated the cistern is on an abutting property; the maintenance plan would be held by the abutter. He stated none is being proposed for this lot and project as there is one on the abutting property.

Ms. MacArthur suggested that if vehicles may be washed on the lot, it should be included in the narrative. Mr. Gier stated they aren't proposing it but people storing vehicles there, may want to wash their vehicles; it won't be a business. Mr. Buonopane stated a typical storage unit doesn't allow washing cars and agreed it should be in the narrative. He stated there needs to be drainage to support that use. Mr. Bier stated all runoff is directed to the center of the lot, collected and directed to a treatment system; low or no phosphate products must be used. He stated all the drainage systems will be done during the first phase; the buildings will be built based on market demand.

The Board discussed the phasing timeline with Mr. Gier. Mr. Buonopane suggested approving all phases with the option of extension. Mr. Gier stated he wants to be sure that if an extension is needed and regulations change, the approval will still stand, noting there is some uncertainty in selling these units. Mr. Sample stated an approval would not be affected by a future change in regulations. Ms. MacArthur explained the thresholds for completion and development, which can be extended if needed.

Chair O'Neil opened the hearing to input from the public. None was indicated.

Chair O'Neil closed the hearing to input from the public.

The Board reviewed and discussed the conditions precedent and subsequent.

MOTION: To approve the application for Case 25-09 with the conditions precedent and subsequent. Motion by Mr. Diveny. Second by Mr. Manning. Motion passed unanimously.

Case #P25-10 Prospect Mountain Survey, Paul Zuzgo, Agent for Scott and Penny Williams, Owners	Map 8 Lot 3-2 Frank C. Gilman Hwy	Final Minor Subdivision Rural Zone (RU)
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Proposal: To subdivide the Parent Lot of 95.35AC into three(3) Lots of record with the parent lot being 91.32AC and the two(2) new lots being 2AC each.

Chair O'Neil read the public hearing notice into the record. The Board reviewed the application for completeness; waivers were requested.

MOTION: To grant the waiver requests to Sections 7.E.2 and G.2.A. Motion by Chair O'Neil. Second by Mr. Brown. Motion passed unanimously.

MOTION: To accept the application as complete. Motion by Chair O'Neil. Second by Mr. Manning. Motion passed unanimously.

Paul Zuzgo, representative for the applicants, stated they are proposing a three lot subdivision; a lot line adjustment was done recently to move the road. He stated in the future, when the gravel pit operation is done being used, the rest of the land will be divided into three lots around a proposed loop road. He explained he is looking for approval for Lot 3-2 and 3-3, with a shared driveway; a New Hampshire Department of Transportation permit is in place for the driveway and New Hampshire Department of Environmental Services wetland crossing permit will be needed.

Mr. Buonopane stated when they came recently before the Board for the lot line adjustment, they testified there was no intent to develop the land and the gravel pit would remain; the road was to make access easier. Mr. Sample stated property owners can change their mind; the previous road change was beneficial for the existing wetlands.

Mr. Manning asked if houses will be built on the 2 acre lots. Mr. Zuzgo stated the lots will be build-able with the acreage and frontage; the current plan is for single family houses.

Ms. MacArthur noted the road frontage has to be claimed from where the frontage is. Mr. Zuzgo noted both lots have over 200 feet on Route 140; he stated the access is on the shared driveway. It was noted by the Board that an additional waiver is needed for the driveway access location. Ms. MacArthur suggested it be a condition of approval.

Mr. Zuzgo stated he has not confirmed if the property, excluding the gravel pit, is in current use.

Ms. MacArthur noted there is a different date on the proposed development plan from the surveyor and the other sheets presented. It was clarified by Mr. Zuzgo the original boundary plan has a different date; he clarified this application is only for two subdivided lots. Mr. Buonopane stated his understanding is that based on this plan, dated 2023, indicates there was intent for future development when at the last meeting for the boundary line adjustment, testimony said otherwise.

Chair O'Neil opened the hearing to input from the public. None was indicated.

Chair O'Neil closed the hearing to input from the public.

MOTION: To approve the Final Minor Lot Subdivision for Case P25-10, with conditions precedent and subsequent. Motion by Mr. Sample. Second by Mr. Diveny. Motion passed unanimously.

Old Business:

a. Memo to discuss outstanding site plan approval, Re: the Boccelli Professional Office on 404 Main Street – Rear.

Ms. MacArthur she explained two business owners came in last year for site plan approval; one is going before the Zoning Board of Adjustment and the other is regarding the Boccelli's business proposal for an arcade and professional office space. The Code Enforcement Officer discussed the arcade with Mr. Boccelli and asked it to be closed until a Site Plan is on file; Ms. MacArthur stated the arcade appears to be vacant at this point but the office space is not. The Board discussed sending a followup letter to Mr. Boccelli to determine his intent going forward and obtain a site plan. Ms. MacArthur stated the Fire Department has concerns about the E911 address for the businesses/building, and there is no bathroom facilities for the front space of the building.

MOTION: To direct Ms. MacArthur to draft a letter to Mr. Boccelli, requesting a Site Plan be submitted for the professional office at 404 Main Street, or a status update. Motion by Mr. Diveny. Second by Chair O'Neil. Motion passed unanimously.

b. Amend and reapprove the August 20, 2024 minutes.

The Board discussed additional edits to the August 20, 2024 meeting minutes. Mr. Manning

expressed remonstrance about details included in the minutes, and believes the minutes to be accurate but incomplete. Ms. MacArthur explained minutes are not intended to be a transcription record; she will discuss greater detail being included in the minutes, with the recording secretary. However, no further edits were made to the minutes.

New Business:

- c. **Approval of Minutes:** Planning Board public and non-public meeting minutes of Tuesday, February 18, 2025

MOTION: To approve the minutes of the public meeting of February 18, 2025, as presented. Motion by Mr. Buonopane. Second by Mr. Brown. Motion passed unanimously.

MOTION: To approve the minutes of the non-public session of February 18, 2025, as presented. Motion by Mr. Buonopane. Second by Mr. Brown. Motion passed unanimously.

Case #P25-11: Building Permit Permission Request/BP for Private Roads, Richard Dame, Map 22 Lot 24, Varney Road, Rural Zone (RU)

MOTION: To move this case to the Board of Selectmen. Motion by Mr. Manning. Second by Mr. Sample. Motion passed unanimously.

Correspondence for the Board's review/discussion/action:

Correspondence for the Board's information:

Correspondence for the Board's information on State Permit Applications:

Any Other Business to Come Before the Board

- NH Office of Planning & Development to hold free virtual workshops for their annual Planning & Zoning Spring Conference, which will be held on May 6, 2025, from 8:45 AM to 3:30 PM.

Public Input on Non-Case Specific Planning Issues

Ms. MacArthur stated the Board of Selectmen and Town Administrator are considering membership with the Lakes Region Planning Commission; there will be further discussion at the next Planning Board meeting.

Election of Officers for 2025 – 2026

MOTION: To nominate William O'Neil as chair of the Planning Board. Motion by Mr. Sample. Second by Mr. Brown. Motion passed 3-2-0.

MOTION: To nominate Roger Sample as chair of the Planning Board. Motion by Mr. Diveny. Second by Mr. Brown. Motion failed 2-3-0.

MOTION: To nominate Doug Brown as vice chair of the Planning Board. Motion by Mr. Buonopane. Second by Mr. Sample. Motion passed unanimously.

MOTION: To nominate Tom Diveny as clerk of the Planning Board. Motion by Mr. Buonopane. Second by Mr. Sample. Motion passed unanimously.

430 **Committee Assignments (CIP, ZAC, Master Plan)**

431 Ms. MacArthur noted three Planning Board members are needed on the ZAC. Mr. Diveny, Mr.
432 Buonopane and Mr. Manning agreed.

433

434 Mr. Sample agreed to continue as the representative to the CIP.

435

436 Mr. Buonopane agreed to continue as the representative to the Master Plan committee.

437

438 **MOTION: To adjourn the meeting. Motion by Mr. Sample. Second by Mr. Buonopane.**

439 **Motion passed unanimously.**

440

441 The meeting was adjourned at 9:10 PM.

442

443 Respectfully Submitted,

444

445 Jennifer Riel, Recording Secretary