

**TOWN OF ALTON PLANNING BOARD
PUBLIC HEARING
Tuesday, May 16, 2023, at 6:00 P.M.
Alton Town Hall**

MEMBERS PRESENT

Andrew Carter, Chair
Roger Sample, Vice Chair
William O’Neil, Clerk
Lee Hillsgrove, Member
Scott Williams, Member
Nick Buonopane, Board of Selectman Representative
Tom Diveny, Alternate Member
Tom Hoopes, Alternate Member

OTHERS PRESENT

Jessica Call, Town Planner
Robin McClain, Planning Assistant
Keith Babb, applicant
Bob Strobel, Director of Camp Brookwoods
Steve Oles, Norway Plains Associates
Dana Huff, Town Engineer
Jeff Murray, Careno Construction Company, LLC

CALL TO ORDER

Chair Carter called the meeting to order at 6:01PM.

Review of the Agenda

Ms. Call added Appointment of Alternates at the beginning of the Agenda. She stated a letter was received May 12, 2023 to the Planning Board from Tom Hoopes, indicating he would be resigning as a full time member; in replacement, Mr. Hoopes provided an application to be an alternate.

Ms. Call added review of a memo from her dated May 11, 2023 to the Conservation Commission which was cc’d to the ZBA and Planning Board, as well as the Town Administrator in regard to the process of abutter notification.

Mr. Williams motioned to approve the agenda as amended. Mr. Buonopane seconded the motion. Motion passed unanimously.

Resignation Letter – Tom Hoopes

The Board reviewed the letter and Mr. Williams thanked Mr. Hoopes for his many years of service to the Board.

Mr. Williams motioned to accept the resignation of Tom Hoopes. Chair Carter seconded the motion. Motion passed unanimously.

47
48 **Mr. Williams motioned to accept Tom Hoopes as an alternate member to the Planning**
49 **Board. Mr. Buonopane seconded the motion. Motion passed unanimously.**

50
51 Ms. Call suggested the first alternate would be the next due to appointment for being a full
52 member.

53
54 **Chair Carter motioned to appoint Doug Brown as a full Member of the Planning Board**
55 **with the term to expire March 2024. Mr. Williams seconded the motion. Motion passed**
56 **unanimously.**

57
58 **Chair Carter appointed Tom Diveny as an alternate member for this meeting. Mr.**
59 **Williams seconded the motion. Motion passed unanimously.**

60

61 **Public Hearing Continued from March 21, 2023**

Case #P22-14 Varney Engineering, LLC, Agent for Green Oak Realty Development, LLC, Owner	Map 5 Lot 72 NH Route 28/ 398 Suncook Valley Road	Excavation Permit Application Rural (RU) Zone
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62 *Proposal: To continue the existing excavation pit operation.*

63

64 Mr. Williams recused himself from sitting on the Board for this case.

65

66 Mr. Diveny recused himself from sitting on the Board for this case.

67

68 Chair Carter appointed Mr. Hoopes to sit on the Board for this case.

69

70 Chair Carter stated at the last public hearing, there were a number of outstanding items.

71

72 Ms. Call clarified the amended AOT permit has been submitted; the New Hampshire DOT
73 Driveway Permit was submitted in September 2022; Mr. Hoff, the Town Engineer, has submitted
74 an amended estimate for construction observation and there is a decrease in the cost by \$1800.
75 She confirmed the AOT and driveway permits have been approved and issued.

76

77 The Board reviewed the Notice of Decision from the Zoning Board of Adjustment.

78 Chair Carter confirmed approval for a Contractor's Yard was received from the ZBA, with
79 conditions. Mr. Babb stated the condition was contingent on approval from the Planning Board
80 for the Site Plan.

81

82 Ms. Call stated the bond requirement was waived and that included what needed to be done on
83 the slope, and asked which things Mr. Huff will need to ensure are completed. The Board agreed
84 the permit would be held in abeyance until the slope work was completed to satisfaction of the
85 Town Engineer.

86

87 Chair Carter stated the estimated cost by Mr. Huff for the bond was \$45,000. Mr. Babb proposed
88 that since he is not operating, he would like to post the bond immediately and once it has been

89 inspected to satisfaction, keep the bond amount in perpetuity for the slope and the pit so he
 90 doesn't have two bonds, noting both are reclamation bonds. The Board discussed the bond
 91 conditions. Chair Carter agreed combining the bonds could be done but separate bonds would be
 92 preferred as there may be two separate values. Ms. Call explained per the regulations, bonds
 93 have to be recalculated every five years.

94
 95 Dana Huff, Town Engineer, explained there is the Conservation Commission maintenance bond
 96 for five years at \$16,000; he stated with the proposal by Mr. Babb to do \$45,000, how long does
 97 he plan to operate the pit. Mr. Babb stated he expects 20 to 30 years. Mr. Huff stated the \$45,000
 98 is to finish the slope; there needs to be maintenance for the slope as well as restoration of the pit.
 99 Ms. Call noted the current bond is due to expire September 6, 2023.

100
 101 After discussion, it was agreed the bonds would stay separate for the maintenance of the slope
 102 and one for the restoration. The \$45,000 bond would be posted for the reclamation; the \$10,000
 103 bond will ride until September and when the slope is complete, a \$16,000 bond will posted for
 104 the maintenance of the slope.

105
 106 Chair Carter opened the meeting to input from the public. None was indicated.

107
 108 The Board and discussed the reviewed the Conditions Precedent.

109
 110 **Chair Carter motioned, after due hearing, to approve the application for Case #P22-14 for**
 111 **Green Oak Realty Development, LLC, Keith Babb, for an excavation operation located at**
 112 **Map 5, Lot 72, 398 Suncook Valley Highway in Alton, NH, to include the Conditions**
 113 **Precedent and Subsequent and the operation of a Contractor's Yard according to the**
 114 **Zoning Board of Adjustment approval. Mr. O'Neil seconded the motion. Motion passed**
 115 **unanimously.**

116
 117 Mr. Williams and Mr. Diveny rejoined the Board.

118
 119 **Completeness Review of Application and Public Hearing if Application is Accepted as**
 120 **Complete**

<p>Case #P23-11 Careno Construction Company, LLC., agent for Camp Brookwoods/ Christian Camps & Conference Inc., Bob Strobel, Contact</p>	<p>Map 18 Lot 15 34 Camp Brookwoods Road</p>	<p>Design Review Lakeshore Residential (LR) Zone</p>
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121 *Proposal: To build a 12,507 SF multi-use facility building.*

122
 123 The Board reviewed the application for completeness.

124
 125 Bob Strobel, Director of Camp Brookwoods, stated they want to build a building to give kids a
 126 place to go play when it is raining; he stated the building will not be the largest at the camp and
 127 will be on grounds that are already flat and were used for a horseback riding ring. Mr. Strobel
 128 stated it will be a multipurpose building with a playroom, a weight room and bathrooms. He

129 confirmed this is not an expansion of the camp and there won't be any more people. It was
130 confirmed this building would not be used for a place of assembly. Mr. Williams noted the
131 building square footage is below the requirement for a sprinkler system. Mr. Strobel explained
132 the proposed location and stated it would be easier access of emergency vehicles need to get to it.
133

134 Ms. Call stated they reached out to the Fire Department for review and comment but no response
135 has been received as of today.
136

137 Mr. Williams asked what the peak elevation is. Mr. Strobel stated it is slightly less than 35 feet;
138 he stated they have discussed the plans with the Fire Department and access was designed
139 around the buildings for firetruck access. He stated the building square footage is just under
140 12,000.
141

142 Mr. Williams stated any projects the camp has done over the years, has been done well and is in
143 support of this project.
144

145 Chair Carter stated after looking at the plans, it appears to be all well thought out. He stated his
146 only concern is life-safety but that will be addressed by the Fire Department.
147

148 Ms. Call stated with Major Site Plan applications, the Board typically requires a Storm Water
149 Plan and report and suggested the Board determined whether it will be required. Chair Carter
150 stated it should be required due to the amount of impervious area. The Board agreed.
151

152 Jeff Murray, construction site designer, stated a full drainage report was submitted, indicating
153 compliance with the ordinances along with a Storm Water Maintenance Plan for the project. Ms.
154 Call stated the Town Engineer will need to review the report and the plans. It was confirmed
155 there are no intentions to do any paving and the surfaces will remain gravel.
156

157 Chair Carter asked that a lumens photometrics be submitted to show where the lights will be on
158 and around the building, as well as in the parking lot.
159

160 Chair Carter opened the hearing to input from the public.
161

162 A letter was received from an abutter in favor of the application.
163

164 Chair Carter closed the hearing to public input.
165

166 The case was closed and applicant asked to come back with final plans.
167

Case #P23-12 Norway Plains Associates, Inc., Agent for Jeff and Van Hertel, Owners	Map 15 Lot 9-3 Miramichie Hill Road & NH Route 28	Final Minor Subdivision Residential Rural (RR) Zone
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168 *Proposal: To subdivide Map 15 Lot 9-3 into 2 (two) lots of record. The parent lot would consist*
169 *of 5.3AC, and proposed lot would consist of 2.9AC.*

170
171 The Board reviewed the application for completeness.

172
173 **Chair Carter motioned to accept the application for Case P#23-012 as complete, with the**
174 **exception of clarification due soon for the driveway site distance analysis. Mr. Williams**
175 **seconded the motion. Motion passed unanimously.**

176
177 Steve Oles, Norway Plains Associates, representative for the applicant, stated the subdivision as
178 approved in 2016 and a copy of the plan as presented for review; he stated the State of NH
179 driveway permit was also approved and the only thing different is in 2018 he came before the
180 Board for a boundary line adjustment of the two lower lots which were then merged. He stated
181 Scott Lawler came before the Board to present Phase 1 and Phase 2 for storage units however
182 Phase 1 is not going to happen, so they are proposing to put the lot line back to what it was
183 before. Mr. Oles presented a copy of the other plans for review.

184
185 The Board reviewed the plans and Chair Carter asked to see the subdivision approval conditions.
186 Mr. Oles confirmed the approved subdivision was four lots. The Board reviewed the Notice of
187 Decision from the August 16, 2016 meeting. Ms. Call noted there doesn't appear to be any
188 conditions which limit further subdivision but there could be a note on the subdivision plans. It
189 was agreed that a condition of approval would be driveway approval from the Road Agent.

190
191 Chair Carter opened the hearing to input from the public. None was given.

192
193 Chair Carter closed the hearing to public input.

194
195 **Mr. Williams motioned to approve the application for Case #P23-12, re-subdivision of a**
196 **previously subdivided lot and to approve as presented with the subsequent conditions as**
197 **provided for an active driveway permit and the monuments to be set; subject to any**
198 **conditions of the previous subdivision plat that would reference this subdivision. Mr.**
199 **O'Neil seconded the motion. Motion passed unanimously.**

200
201 **Other Business:**

202 **1. Old Business: Reorganization of Committee Assignments**

203
204 Ms. Call stated per the guidelines for CIP, only one Planning Board member are required but two
205 were appointed. She stated she discussed this with the members and Mr. Sample agreed to stay
206 on CIP, and Mr. Brown will remain on ZAC.

207
208 **2. New Business: None.**

209
210 **3. Approval of Minutes: Meeting of April 18, 2023- Edits were made. Mr. Williams**
211 **motioned to approve the minutes as amended. Mr. Hillsgrove seconded the**
212 **motion. Motion passed unanimously.**

213
214 **4. Correspondence for the Board's review/discussion/action:**

215

216 *Memo dated May 11, 2023 from Jessica Call to Conservation Commission Chair*
217 Ms. Call stated she believed it necessary to communicate to the Conservation Commission as in
218 their comment to the ZBA regarding the Contractor's Yard, one of the comments was that the
219 applicant and the Planning Board created an error in the noticing process. However, there was no
220 error and wanted the Commission to know they can reach out to the office with clarification or
221 questions. Mr. Williams stated he believes the Board of Selectmen should look into the actions
222 of the Conservation Commission on this topic; he stated its has been a serious expense to
223 homeowners in the community with the shutting down of the pit. It was noted the Conservation
224 Commission was stewards of the status of the easement, so it was within their responsibility to
225 ensure the landowner stayed within the requirements.

226
227 Mr. Williams requested that Ms. Call provide copies of all AOT permits in Town. Board agreed.
228

229 Mr. Williams stated there were discussions many years ago about porous asphalt and it was not
230 permitted; he stated now there is porous asphalt at a couple locations in Town however it is not
231 being vacuumed as is needed. The Board agreed to have a workshop meeting to discuss options
232 for addressing the issue.
233

234 **5. Correspondence for the Board's information: None.**

235
236 **Any Other Business to Come Before the Board**

237 None.

238
239 **Public Input on Non-Case Specific Planning Issues**

240 None.

241
242
243 **Mr. Williams motioned to adjourn. Mr. Sample seconded the motion. Motion passed**
244 **unanimously.**

245
246 The meeting was adjourned at 7:45PM.

247
248 Respectfully Submitted,

249 *Jennifer Riel*

250 Jennifer Riel, Recording Secretary