

TOWN OF ALTON PLANNING BOARD
 PUBLIC HEARING
 Draft Minutes
 September 17, 2013
 Approved as amended 10/15/13

Members Present: Dave Collier, Chair
 Tom Hoopes, Vice Chair
 Roger Sample, Clerk
 Raymond Howard, Member
 Bill Curtin, Member
 Scott Williams, Member

Others Present: Ken McWilliams, Town Planner
 Randy Sanborn, Secretary
 Members of the Public

I. CALL TO ORDER

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

II. APPROVAL OF AGENDA

S. Williams motioned to accept the agenda as presented.

T. Hoopes seconded the motion with all in favor.

III. PUBLIC INPUT

There was no public input at this time.

IV. CONCEPTUAL CONSULTATION:

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| Case P13-13 Thomas Seymour | Map 63 Lot 32-2 | Conceptual Consultation 70 Rollins Road |
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Thomas Seymour is requesting an amended subdivision to change a stipulation that the portion of the lot lying west of the right-of-way shall not be used for building. The applicant will demonstrate that upland soils exist on this portion of the lot and would like the ability to construct non-habitable accessory structures on that portion of the lot. This property is located in the Lakeshore Residential Zone.

K. McWilliams gave an overview of the application request. He recommended deleting the provision prohibiting building on the back side of the lot and allow building of non-habitable accessory structures. They should map the wetlands and steep slope areas where building would be restricted i.e. identifying where the buildable area is on the lot. They should provide a 25' natural vegetative buffer from the wetlands, which would be consistent with the Zoning Ordinance. They should establish a no-cut buffer along Rollins Road and maintaining a tree and shrub cover between the road and accessory structures where cutting has not already taken place. They should look at some things beyond limiting the tree cutting that could deal with the issue of visual impact. The Planning Board could limit the height of the structures and restrict any metal sided structures. The Planning Board could only allow structures that have exterior building materials that are compatible with the other homes and structures in the area.

D. Collier asked if they had spoken with DES.

Peter Howard of Steven, Smith & Associates spoke on behalf of this application and stated that they have done a Shoreland Protection Permit for the property on the east side of Rollins Road and maintained the impermeable areas that were

necessary. They would be within the 250 feet of shoreland protection. They have not done a Shoreland Permit for the area west of Rollins Road.

T. Hoopes asked if they should be altering the vote of a previous Planning Board. He stated that when someone purchased the land they should have known that that was an unbuildable area.

K. McWilliams stated that in the minutes in 1980 a statement was made that “the back side of the lots are not buildable due to existing conditions”. He was not sure if they had not mapped those well enough but clearly now there is a quarter acre on this lot that could be buildable.

P. Howard read a letter from JR Keller, who was the Town Engineer at that time, that the Board or Planner had not seen. P. Howard gave the letter to K. McWilliams to put in the file.

S. Williams’ concern was what would prevent the second floor structure from becoming a dormitory.

Thomas Seymour, 70 Rollins Road, stated that first he wanted to build a 10’x16’ shed. In a discussion with Ken it was mentioned that if they wanted to do anything other than the shed they should bring it up to the Board. His idea is to make the second floor a workshop over car storage.

B. Curtin requested that the plan show where the shed is going to go and where the proposed building is going to go.

D. Collier requested that a restriction be done for any additional hookup to the septic.

The sense of the Board was that visual impact was not a major issue particularly since Mr. Seymour represented that his discussions with the neighbors indicated it was not a concern of theirs.

V. CONTINUATION OF PUBLIC HEARING:

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| Case P13-10 Roger Sample | Map 31 Lot 35 | Design Review Site Plan Main Street |
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On behalf of Roger Sample, Thomas W. Varney, PE, has submitted an application for a four unit building with a living space footprint of 2,050 sq. ft. per floor with two units per floor. There are presently three structures on the property. A fourth structure is proposed to be added. This property is located in the Residential Commercial Zone. This is a continuation of the discussion on this Design Review application at the August 20, 2013 meeting.

R. Sample and D. Collier needed to recuse themselves for this application.

T. Hoopes was acting Chair during this application.

K. McWilliams gave a brief update of this application. A site walk was done on August 27, 2013. Dave Silva of NHDOT requested that Roger submit a driveway permit application and plans for their review. Comments from the Fire Department came in too late for the last meeting so are in the packets for this meeting. Roger has submitted a revised Site Plan & Stormwater Drainage Report. Ken had a discussion with Roger last week in regards to the scope of Peter Julia’s review work. At the August 20th meeting, S. Williams made a motion to engage Farmhouse Land Development to address Stormwater Drainage, line of site at the access on Main Street and off-street parking. It was seconded by B. Curtin and the motion was all in favor. Roger wants to limit the scope of work by Farmhouse to only review the stormwater drainage.

R. Sample and Tom Varney spoke on behalf of this application.

T. Varney discussed how the plans were changed from the last meeting.

K. McWilliams asked where they were with DOT.

R. Sample stated that tonight was the first that he had heard that he needed to contact DOT. T. Varney received the e-mail from Ken sent to Roger and copied to Tom on indicating the driveway permit was needed by NHDOT. Roger asked why they need to apply for a driveway permit.

S. Williams stated because he was increasing the load to that driveway.

B. Curtin made a motion to remove the review for Peter Julia to do the line of sight evaluation at the access onto Main Street since a NHDOT Driveway Permit is required. All review of off-street parking and drainage will be done.

S. Williams seconded the motion with all in favor.

T. Hoopes opened it to Public Input.

Andrea Murray, 214 Main Street, was concerned about the enlarged detention pond and how it would affect her property. She is concerned that infiltration from the detention pond will follow ledge underground and end up in her basement.

T. Varney stated that it should not be affected by the way it is being built. They cannot allow water to go over the property line.

The majority of the Board felt that Peter Julia should review this issue as part of the evaluation of the stormwater drainage plan.

T. Hoopes closed public input.

R. Sample and D. Collier returned to the Board and D. Collier resumed the Chair.

VI. COMPLETENESS REVIEW OF APPLICATIONS AND PUBLIC HEARING IF THE APPLICATIONS ARE ACCEPTED AS COMPLETE:

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| Case P13-12 Alan & Diane Loudon | Map 7 Lot 14 | Minor Site Plan 74 Davis Road |
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Alan & Diane Loudon are proposing to use the second floor of their barn that is 60x36 for a recording and art studio. The exterior will remain the same except extra lighting. This is located in a Rural Zone.

K. McWilliams gave an overview of this application. There is an existing barn and they want to use the second floor of the barn. It is on a 280 acre parcel. The first floor of the barn is for personal use. The barn measures 60'x36' so the second floor has 2,160 sq ft. They are proposing hours of operation 9 am to 5 pm Monday through Friday and occasional Saturdays. They would have four employees and are anticipating 1 to 5 people visiting the site on any one day. The only exterior change to the site would be some downward directed lights. They would have a 2' by 3' directional sign at the bottom of Davis Rd and another small sign at the beginning of their property. He feels the application is complete and recommends the Planning Board accept it as complete.

S. Williams motion to accept the application as complete.

T. Hoopes seconded the motion with all in favor.

K. McWilliams stated that the use is an allowed use in the zone. The off-site free-standing directional sign at the bottom of Davis Road is limited to 12 square feet and it is under that and also is permitted in this zone. The barn is set back a great distance from the property line which should minimize any noise impact.

The Highway Department has indicated that no parking is permitted on Davis Road.

The Fire Department has indicated that the 2009 NFPA 101 Life Safety Code Chapter 38- New Business Classification Guidelines should be followed where applicable for building use – i.e. exits, stairs, etc. The Fire Department reserves the right to inspect floor plans and the site.

Police and Code Enforcement had no concerns.

K. McWilliams recommended that the Board approve the application with restricted on-street parking on Davis Road and they comply with 2009 NFPA 101 Life Safety Code Chapter 38 – New Business Classification Guidelines where applicable for building use and the Fire Department be permitted to inspect the floor plans and the site.

Brian Ordway and Alan Loudon spoke on behalf of this application.

D. Collier opened it up to public input. There was none as this time.

T. Hoopes motion to approve Case P13-12, Minor Site Plan Review, Music & Art Studio, Alan & Diane Loudon with the following conditions:

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

1. **On-street parking is prohibited on Davis Road.**
2. **The use of the building shall comply with the 2009 NFPA 101 Life Safety Code Chapter 38 – New Business Classification guidelines on an on-going basis.**
3. **The Fire Department reserves the right to inspect floor plans and the site.**
4. **The applicant shall comply with all applicable Town of Alton Site Plan Regulations.**
5. **The approval is based upon the plans, specifications and oral testimony submitted to the Planning Board. Any alterations, additions or changes to the plans are not authorized and require additional Planning Board approval.**

In accordance with R.S.A. 677:15, any person(s) aggrieved by any decision of the Board concerning any site plan or subdivision application may present to the Superior Court a petition, duly verified, setting forth that such a decision is illegal or unreasonable in whole or part and specifying the grounds upon which the same is claimed to be illegal or unreasonable. Such petition shall be presented to the court within thirty (30) days after the Board’s final decision, including the Administrative Appeal process, regarding the application in question has been filed and becomes available for public inspection in the Planning Department Office.

S. Williams seconded the motion with all in favor.

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| Case P13-14 Bruce Holmes | Map 6 Lot 3 | Minor Site Plan 321 Suncook Valley Road |
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Bruce Holmes is proposing to add a Boat Storage to his property. The three areas total approximately 1.5 acres in the back fields. This is outside storage, no buildings will be needed. This is located in a Rural Zone.

K. McWilliams gave an overview of this application. There is a total of 59 acres. The boat storage would have three separate areas close together and would be on 1.5 acres. He recommends the Board accept the application as complete.

S. Williams motion to accept the application as complete.

T. Hoopes seconded the motion with all in favor.

The Fire Department comments that all boats should be stored no more than 200 feet from the internal gravel roadway. Fire access is needed from spring to winter season. Also boats should not be stored with fuel in the tanks.

No other comments from other Departments or DOT.

K. McWilliams recommends approval of the Minor Site Plan with conditions.

Bruce Holmes explained that he spoke to DOT and they stated that he did need a permit. He questioned the no fuel issue.

S. Williams stated that he felt it was safer to store the boats with a full tank instead of an empty tank.

S. Williams motion to not store the boats empty.

B. Curtin seconded the motion.

S. Williams withdrew his motion.

B. Curtin withdrew his second.

There was no public input.

S. Williams motioned to approve Case P13-14, Minor Site Plan Review – Boat Storage, Map 6, Lot 3, 321 Suncook Valley Road, Bruce Holmes with Conditions Precedent: The following conditions precedent shall be met prior to the Planning Board Chair signing the site plan:

- 1. The applicant shall either obtain an amended Driveway permit from the NH Department of Transportation for the boat storage use or a letter from the NH Department of Transportation for the boat storage use or a letter from the NH Department of transportation indicating an amended Driveway permit is not required for the boat storage use.**
- 2. The applicant shall demonstrate that the total signage, including the reader boards for the boat storage to be added to the existing sign for Sunflower Gardens, complies with the sign regulations for the Rural Zone which allow one sign not to exceed 12 sq. ft. that is no more than 6 feet wide.**

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

- 1. The applicant shall comply with all applicable Town of Alton Site Plan Regulations.**
- 2. No boat repair, mechanical work, or maintenance will be performed in the storage area or on the property.**
- 3. All boats must be stored no more than 200 feet from the gravel access roadway as per NFPA 7.2.1.8.1.**
- 4. Access must be provided for fire equipment from spring through fall seasons.**
- 5. The approval is based upon the plans, specifications and oral testimony submitted to the Planning Board. Any alterations, additions or changes to the plans are not authorized and require additional Planning Board approval.**

Provided all listed precedent conditions 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.

VII. OTHER BUSINESS

1. Old Business –

K. McWilliams mentioned the Eastern Lakes Region Housing Coalition doing a presentation on ‘Compact Design’. The first date chosen was October 1st but has been moved to October 29th. The location has changed to meet in the Gilman Museum at 6:00 p.m.

2. New Business –

Bond Replacement and Release of Current Bond for Tower Removal – SBA Towers on Map 12 Lot 43.

Peter Julia has joined a new firm called Keach-Nordstrom Associates, Inc. There will be no change in service or fees.

The Alton Business Association is hosting a public forum tomorrow evening at the Gilman Museum starting at 6:00 p.m.

The ATV Park on Rollins Road was investigated by J. Dever. When he got to the Town line on the left there was a shooting range there. After some discussion, K. McWilliams indicated he would have J. Dever contact both S. Williams and T. Hoopes to discuss further.

There was a discussion on having only one public input during the meetings. K. McWilliams suggested revising it to say something like “public input on Town planning issues. K. McWilliams will research the By-Laws.

3. Approval of Minutes:

B. Curtin noted at the top of Page 7, “conduct a site walk on the property on September 27”, should be August 27.

B. Curtin made a motion to approve the minutes of August 20, 2013 as amended.

S. William seconded the motion with all in favor.

B. Curtin made a motion to accept the Site Walk Minutes for August 27, 2013 as presented.

S. William seconded the motion with four in favor and two abstained (DC & RS).

4. Correspondence – None

5. Any other Business that may come before the Board –

There was a discussion about a Selectmen Representative being present at the meetings.

VIII. PUBLIC INPUT

None at this time.

IX. Adjournment

S. Williams made a motion to adjourn. The motion was seconded by B. Curtin and passed without opposition.

The Public Hearing adjourned at 8:35 p.m.

Respectfully submitted,

Randy Sanborn, Recorder, Public Minutes