

HAMPSTEAD PLANNING BOARD

11 Main Street, Hampstead, New Hampshire 03841-2033

Minutes September 4, 2018

A meeting of the Planning Board was held on Tuesday, September 4, 2018 at the Hampstead Town Hall, 11 Main Street, Hampstead, NH. This meeting was broadcast live over HCTV 17.

PRESENT: Paul Carideo, (Chairman), Ben Schmitz, Glen Emerson, DJ Howard, Robert Waldron, Steve Wentworth, Joe Guthrie, Randy Clark (Alternate), Susan Hastings (Alternate) and Scott Bourcier (Dubois & King)
The public attendance roster is available as an attachment to this document.

Chairman Carideo opened the meeting at 7:05 P.M.

Chairman's Remarks

Next Public Hearing Date October 1, 2018

Plan Filing Deadline for October 1, 2018 Meeting September 10, 2018

GIS Website Demonstration - September 17, 2018 Workshop

Old Business

R. Clark stepped down from his spot on the board.

1. 06-019 PhanZone

Paul Pendelena attended the 7/16/18 PB Workshop to review the plan with the board members. At that time, P. Pandelena stated that the project cost was over budget and they may be changing the plan. No new plans have been submitted to date. D. Soucy confirmed that no mylar has been received. P. Carideo suggested a continuance to the next meeting. Chairman Carideo stated he feels it will be at least one year before construction starts. D. Soucy was asked to follow up with the consultant and owner for the status of the plans/mylar, etc.

MOTION: D. Howard made a motion to extend the conditional approval to 10/1

SECOND: G. Emerson

VOTE: 7-0

S. Wentworth commented about the sand field in the back of the PhanZone building. P. Carideo stated that it is a code enforcement issue and would need to be addressed by Kris Emerson.

R. Clark returned to his spot on the board.

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Chairman Carideo announced that Items 5 and 6 on the agenda, 09-024 Granite Village and 09-070 Johnson Meadows would not be discussed during this evening's meeting. The public hearing is continued to October 1.

2. 06-108 Hampstead Self-Storage

P. Carideo reminded the board members that the applicant is waiting to see the impact of the storage facility located at 184 Route 111 before they begin construction of the additional unit at their Gigante Drive location. P. Carideo stated he is trying to work out the matter with Town Counsel. The mylar has been received by the PB, however, no bond has been posted. Typically the bond must be posted prior to recording the mylar. The PB office is currently holding the mylar. There was discussion that the original bond amount would be revisited once the applicant wants to begin construction. B. Schmitz asked if any of the Zoning changes the board was considering for 2019 would impact this approval. P. Carideo stated there would be no impact. R. Waldron suggested that the board inform the applicant that his attendance would be required at an upcoming meeting to update the board on the status. D. Soucy was asked to draft a letter to the applicant.

MOTION: B. Schmitz made a motion to extend the conditional approval to 6/3/19

SECOND: D. Howard

VOTE: 7-0

3. 07-064 & 07-068 Hurley Lot Line Adjustment (LLA)

No one was present to represent the applicant. D. Soucy advised the board that Mr. Hurley had stopped by the PB office to inquire on the status of his application. D. Soucy advised him that the NH DOT driveway permit was the one outstanding item of the conditional approval. D. Soucy called T. Lavelle with Mr. Hurley in the office and was told by Tim that he would be all set come the 9/4 PB meeting. In the interim D. Soucy spoke directly with B. Lambert at NH DOT District 5 and was told (once again) that he has no record of the application request for Mr. Hurley's property.

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Chairman Carideo stated that in fairness to the property owner the board would continue the approval an additional 30 days. P. Carideo stated that he would draft a letter to the applicant and consultant.

MOTION: R. Waldron made a motion to extend the conditional approval to 10/1

SECOND: R. Clark

VOTE: 7-0

4. 17-051 Merryfield Lane Extension

P. Carideo advised the PB members that the bond has been posted. The developer is building the road to binder course prior to winter months. R. Clark commented that they are probably not going to do any work beyond that point. S. Bourcier stated that typically Oct 15 is the final day for paving as the plants close for the fall/winter months.

MOTION: D. Howard made a motion to extend the conditional approval to 1/7/19

SECOND: G. Emerson

VOTE: 7-0

5. 09-024 Granite Village – Amended Site Plan – Hearing Continued to 10/1/18

6. 09-070 Johnson Meadows – Amended Site Plan – Hearing Continued to 10/1/18

Other Public Matters

1. 09-060 Hastings Drive – Bond Reduction

The developer requested a bond reduction. The board members reviewed the field report and bond reduction recommendation from the Town Engineer. S. Bourcier stated he feels the site is in good condition and the project is moving forward in a positive manner. S. Bourcier stated he has no problem giving back money as appropriate thus the recommendation for the reduction.

MOTION: D. Howard made a motion to reduce the bond amount from \$35k to \$20K based on Town Engineer recommendation.

SECOND: B. Schmitz

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S. Wentworth stepped down from his spot on the board.

2. 19-009 Winchester Heights – Bond Discussion

S. Wentworth stated they had asked for the bond breakdown for erosion & sediment for two phases. The original bond for erosion control was \$150K for the entire project. S. Wentworth commented that breaking out the bond into two phases \$82K and \$130K is more than \$210K for the project. S. Bourcier commented that S. Wentworth can bond the project either way. S. Wentworth commented that it makes sense to bond for \$150K for the entire site. S. Bourcier stated he has been asked to prepare three (3) bonds at this time. S. Wentworth asked for a revised bond to be prepared for the 9/17 PB Workshop.

S. Bourcier stated that he does not recall the construction being broken down into phases. P. Carideo stated he had this question as well. B. Schmitz reviewed the most recent plan set and stated there is a note on the plan regarding phasing. P. Carideo stated he would have preferred the plan sheets be marked as Phase 1 and Phase 2 and identify the units for each phase. S. Bourcier commented that is typically how plan sheets are marked for phasing versus a note on the coversheet. The bond discussion was deferred to the 9/17 workshop.

S. Wentworth returned to his spot on the board.

3. 02-030 556 Main Street – Accessory Dwelling Unit (ADU) Conceptual Discussion

Bob French, Carpenter, 56 East Road, Atkinson, NH was representing the homeowner. B. French stated he was confused by the email he received from the PB but thinks they have worked things out at this point. B. French stated he has updated information on the septic. P. Carideo advised him that he needs a letter regarding septic approval. B. French stated there have been numerous changes and additions to the property over the years. P. Carideo suggested that the homeowner contact the person who designed the septic system and obtain a letter from them stating the septic can support the flow for the proposed use. B. French advised the PB that the square footage for the Primary Dwelling Unit (PDU) and the ADU have been revised. B. French informed the board that there is no longer an apartment in the home.

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P. Carideo asked that the entrance doors and internal doorways be identified on the revised plan. P. Carideo asked the PB members for their comment. The property owner's daughter, Melanie, commented that she received some additional information from NHDES. P. Carideo advised her that the PB needs a septic designer to certify that the system that is in place can handle the increased flow. P. Carideo stated that NHDES has new regulations regarding tank sizes.

4. 13-178 Hampstead Academy – Conceptual Discussion

Liane and Gary Odom advised the PB that they plan to expand the school from Pre-K to 8th to Kindergarten through Grade 12. There will be no changes to the site other than new paint. The Odom's also stated that they have changed the signage on the building. They have also recently invested \$55K in repaving and striping the parking lot. Chairman Carideo commented that high school students could drive. L. Odom stated that she believes the septic is currently approved for 280 students and they plan to reduce that amount to approximately 150 students. L. Odom stated that the goal is 12 students per grade level. L. Odom stated the school hours will remain the same.

G. Odom stated their goal is to keep the school going and they are working on changing the concept to make that happen. G. Odom stated that the NH Department of Education (DOE) wants to make sure that Hampstead allows high school within their facility. R. Clark asked if the parking would remain the same as it is currently. G. Odom stated yes, it would remain the same. B. Schmitz asked about sports teams. L. Odom stated there are no sports teams as the school is mostly STEAM focused. G. Odom commented that there is one class per grade level.

P. Carideo stated the site plan should be amended to reflect the change in grade levels and student population. R. Clark stated that if the septic is designed for 280 students and they are reducing that population to 150 students the septic should be fine. B. Schmitz advised the Odom's to submit an amended site plan showing the change in grade levels and keep everything else the same.

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S. Bourcier stated the amended site plan is a formal plan of reference filed with the Registry of Deeds; the plan should reference the change of use to high school and have notes regarding parking will be on-site.

R. Clark stated that he recalls that there were traffic issues on East Road and thinks the grades were staggered start time to address the issue. P. Carideo stated that parking is a concern since the school is located in a residential area. P. Carideo advised the Odom's that Lavelle & Associates prepared the most recent site plan.

James Beauregard – 198 Hunt Road – asked to speak to the PB regarding the Winchester Heights bonding matter. P. Carideo explained the bonding protocol and stated that the erosion and stabilization portion of the bond remains in place for the entire project. J. Beauregard asked about inspections. P. Carideo explained that inspections are done at specific points through-out the project as well as unannounced inspections. P. Carideo explained the process of the pre-construction meeting on projects of this nature. J. Beauregard stated that his property abuts a Hampstead Area Water Company (HAWC) location and he has noticed that they have been drilling on their site.

Planning Board Matters

1. Town Engineer

S. Bourcier advised the PB that his review of the Subdivision regulations is in process and he is about half way through the document. S. Bourcier provided the PB members with color copies of the regulations that include his comments. S. Bourcier asked the PB members to review the document and provide him with feedback for the next workshop. S. Bourcier stated that he feels the regulations are a working document that will continue to evolve over the years.

S. Bourcier asked if the PB has thought of enacting the driveway regulations as part of a Town Ordinance versus the subdivision and site plan regulations. P. Carideo stated that he has spoken with Sally Theriault regarding ordinances. P. Carideo stated that even though the driveway regulations are in the subdivision regulations they still apply to individual homeowners. P. Carideo commented that people would have a difficult time even locating the Town Ordinances, he stated they are not on the website. P. Carideo commented that NHMA or Town Counsel may have suggestions on how to craft and enforce an ordinance.

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S. Wentworth asked S. Bourcier if he is able to send someone in his place if he is unable to attend a PB meeting. S. Bourcier stated that he is the primary contact for the Town of Hampstead as he is trying to establish and build a relationship with the Town and the PB. S. Bourcier stated that junior colleagues would not have the knowledge of the plans that he himself has reviewed. S. Bourcier stated that he could ask Jeff Adler (D&K) what the protocol would be. S. Wentworth stated that it is difficult to provide applicants with comments when S. Bourcier has missed both the July and August meetings. P. Carideo referenced the lack of review comment on the 09-024 Granite Village application as an example. P. Carideo stated that he appreciates Scott's work and then commented that everyone deserves a vacation. S. Bourcier commented by stating that Hampstead is atypical as most towns do not have the engineer present at PB meetings. S. Bourcier stated Hampstead wanted D&K at the meetings so that is how they have proceeded.

17-051 Merryfield Lane Extension – Field Report

S. Bourcier reviewed the field report and stated that he does not anticipate any problems on the site. P. Carideo asked S. Bourcier to note the current road conditions on Route 121A and Chamberlain. P. Carideo stated that he is concerned with the heavy trucks going through the area. P. Carideo stated he felt noting the current conditions would be beneficial for both the Town and the developer in case of any concerns as the project progresses.

2. Correspondence – None

3. Member Comments

S. Hastings was concerned about the zoning discussion as it relates to septic and ADU's. S. Hastings asked how the Town would know if someone's septic system fails. D. Howard commented by stating how do we know now if someone's septic fails. P. Carideo stated that the PB is recommending a change to require that the septic be designed and approved as this is what mirrors NHDES regulations. A failed septic would be a health code issue.

S. Hastings asked about the proposed change in the soils based lot-sizing chart. P. Carideo stated that the current regulations reference a chart from 1987 and the PB is recommending updating the chart to the most recent data from 2003.

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Chairman Carideo reminded the PB members of the upcoming training that is being offered thru New Hampshire Municipal Association (NHMA). D. Soucy sent the email to the members on 8/21 and was asked to resend the link.

B. Schmitz reminded the board to encourage people to come to the 9/17 Workshop to see the GIS demonstration.

4. Minutes (8/20 Workshop)

MOTION: B. Schmitz made a motion to approve the 8/20 minutes as amended.

SECOND: D. Howard

VOTE: 7-0

5. Adjourn

MOTION: D. Howard made a motion to adjourn at 8:40 P.M.

SECOND: G. Emerson

VOTE: 7-0

Minutes prepared by Debbie Soucy, Secretary