

TOWN OF ALTON PLANNING BOARD  
 PUBLIC HEARING  
 Minutes  
 October 21, 2014  
 Approved as Presented 11/18/14

Members Present: Tom Hoopes, Vice Chair  
 Roger Sample, Clerk  
 Ray Howard, Member  
 Bill Curtin, Member  
 Marc DeCoff, Selectmen Representative

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

**I. CALL TO ORDER**

T. Hoopes called the meeting to order at 6:00 p.m.

**II. APPROVAL OF AGENDA**

There were no changes to the Agenda.

**B. Curtin motioned to accept the Agenda as presented.**

**R. Howard seconded the motion with all in favor.**

**III. CONTINUED PUBLIC HEARINGS**

<b>Case P14-11 George Michael Lee et al &amp; Cafua Realty Trust LXXXVIII</b>	<b>Map 27 Lots 54 &amp; 55</b>	<b>Design Review Site Plan 24-30 Main Street</b>
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On behalf of the property owners (George Michael Lee et al – Lot 54 and Cafua Realty Trust LXXXVIII, LLC 7 24 Main Street Alton, LLC – Lot 55), Cafua Management Company, LLC is requesting a Design Review for a Site Plan located on 24-30 Main Street. They are proposing to add the land (Lot 54) adjacent to the current site (Lot 55) for expansion of the drive thru and parking for the current Dunkin Donuts store. The additional land will allow the construction of a longer drive thru lane which will increase the queue length of the drive thru for up to 22 vehicles and the expansion of parking for a total parking of 31 spaces. The existing Dunkin donuts store will remain. The property is located in the residential Commercial (RC) Zone.

K. McWilliams stated that there where two things the applicant was to follow up on. Mark Gross was going to meet with the Conservation Commission to talk about the retaining wall or the slope down to the wetlands. After the Conservation Commission discussed it they chose the option the Planning Board preferred which was the slope going down to the wetlands extending into the wetlands setback. The other was to talk with DOT.

Mark Gross of MHF representing Cafua Management Company spoke on behalf of this application. They did meet with the Conservation Commission. They explained to the Commission what they would be doing to secure the slope. They filed two applications with NHDOT with a cover letter for the curb cut permits. He explained their plan for the one way circulation pattern. They have not spoken with anyone at DOT as of yet. They would like to proceed with filing the application for a Final Site Plan.

K. McWilliams asked about the discussion of tying in the driveway next door on the Wentworth property.

M. Gross stated that that would complicate the application to DOT.

T. Hoopes opened it to the public.

Eric Cooper spoke regarding the problem with the traffic build up. He feels there should be a right turn lane.

M. Gross responded to the comments. The applicant is not expanding the store. They are trying to fix the problem of the traffic and will not be purchasing additional property to make a right turn lane. They did put in the application for the left turn lane. They will be moving the sign back five feet from the property line.

The Board agreed to allow the applicant to proceed to the Final Site Plan application.

#### IV. CONCEPTUAL CONSULTATION

<b>Case P14-19 William &amp; Dale Publicover</b>	<b>Map 6 Lot 18-3</b>	<b>Conceptual Consultation Suncook Valley Road</b>
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Mr. Publicover wants to meet with the Planning Board to discuss the need for a stormwater drainage report to be submitted with his site plan application for an equipment storage building and whether one of the consulting engineers for the Town needs to review the report.

K. McWilliams explained to the Board the reason for his requests to do his own stormwater management without using a professional engineer. He explained that in the past the Board has consistently required a drainage report for projects like this including the adjacent site to this property.

T. Hoopes explained to the applicant that the Board members are not professional engineers and they cannot determine whether this system will work or not.

B. Curtin explained that if there is an exception for this project then the next applicant will request that they do their own stormwater management and they may not be as knowledgeable.

W. Publicover spoke on behalf of this application. He explained the drainage of the stormwater as it is now and how his idea will work.

R. Sample explained to the applicant that the Planning Board has to be sure that there will be no drainage problems and the best way to do that is to have an experienced engineer determine that the drainage will be sufficient for future plans.

The Board agreed that the applicant would need a professional engineer do a stormwater management drainage report and one of the Town's consulting engineers would need to review the report.

#### VI. COMPLETENESS REVIEW OF APPLICATIONS AND PBULCI HEARING IF THE APPLICATIONS ARE ACCEPTED AS COMPLETE

<b>Case P14-20 Huggins Hospital</b>	<b>Map 9 Lots 59-1 &amp; 59-2</b>	<b>Final Major Site Plan Review Range Road &amp; New Durham Road</b>
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On behalf of Huggins Hospital, White Mountain Survey & Engineering, Inc. is requesting a Final Major Site Plan Review for a proposed Site Plan located on the above lots. The proposal is to build a single story, 5,796 square foot medical office facility to be the Alton Family Medicine. These properties are located in the Residential Commercial (RC) and Residential Rural (RR) Zones.

K. McWilliams stated to the Board that the major item with the Final Major Site Plan Review was Peter Julia's review of the Drainage Report. He is satisfied with the Drainage Report at this time.

Mark Lucy, Professional Engineer of Practical Civil Site Work, of White Mountain Survey and Engineering, Inc. in Ossipee, spoke on behalf of this application. The applicant responded to P. Julia's original review and this morning they received the results of P. Julia's second review. This reports states that "The revised stormwater report as submitted reasonably meets the spirit and intent of the present stormwater regulations, as modeled and substantiated by the applicant." P. Julia has determined

that a waiver is not required for the off site flow into the highway culvert. Mark passed out some reduced plan copies to the Board to show the minor changes to the plan on sheet C2, C4 and C7.

T. Hoopes opened it up to the public. There was none at this time.

**B. Curtin made a motion that after due hearing, the Alton Planning board hereby approves the above cited application for Huggins Hospital for a single story, 5,796 square foot medical office facility 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 copy of any necessary Federal, State, and/or local permits shall be received by the Planning Department and the permit numbers shall be added in a note on the site plan prior to plan signing.**
- 2. A note shall be added to the plat prior to plan signing stating that Best Management Practices shall be utilized during any timber cutting on site.**
- 3. The following note shall be added to the site plan prior to plan signing: This site plan contains a total of 7 sheets, which in its entirety constitutes the site plan as approved by the Town of Alton Planning Department.**
- 4. The following note shall be added to the site plan prior to plan signing: This site plan is subject to the Conditions of approval itemized in the October 21, 2014 Notice of Decision on file at the Town of Alton Planning Department.**
- 5. Trees along the boundary of the 25' of wetland buffer setback for all wetlands greater than 10,000 square fee in size in the area within 200' of proposed development that will disturb the soil or involve removal of trees are to be flagged on the plat and accurately in the filed on trees approximately every 25' with permanent markers identifying them as the wetland buffer. The wetland buffer disks are available for purchase from the Alton Planning department. Where trees have been previously removed or do not exist, the wetland buffer shall be flagged with metal fence posts displaying the markers, which should be affixed to the posts with bolts. This is to be completed prior to plan signing and certified as complete b the surveyor who stamps the plan.**
- 6. The note on the variance approved on Map 9 Lot 59-2 shall be changed to read: "Lot 59-2 was previously granted a variance from a Medical Facility Use".**
- 7. The applicant needs to provide the off-site design and details for the water line extension.**
- 8. The fire hydrant location approved by the Fire Department before the main entrance shall be shown on the final site plan.**

**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 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 ahs 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.**
- 4. The Fire Department has reserved the right to review plans for the sprinkler system when available.**
- 5. The Code Department has noted that a sprinkler system is required to be installed and functioning per the International Building Code and NFPA.**

**Active and substantial development or building shall begin within 24 months of the date of approval. Active and substantial development or building shall be considered achieved when a building permit has been approved and construction has begun on the site.**

**Substantial completion of the improvements shown on the site plan shall be met when the medical office facility building is more than 50% completed.**

**Per RSA 674:39 Five Year Exemption**

**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.**

M. Lucy questioned Condition Precedent #7. He wanted to know why the Water Department gave its approval in not requiring that. On sheet C6 there are specifications for that installation and the trench detail is also shown there.

B. Curtin explained that in 20 years from now someone will want to know where the water line is. He agreed that an as-built is sufficient.

K. McWilliams suggested taking #7 out of Conditions Precedent and moving to Conditions Subsequent and making it #6 and make is as-built for the water line.

**B. Curtin made an amendment to his motion to move #7 Precedent Condition to #6 Subsequent Condition and make it an as-built plan as reference to the water line.**

**M. DeCoff seconded the motion with all in favor.**

Peter Stewart, Architect, questioned Subsequent Conditions #5 in that he would like to discuss the Code Enforcement requirement for the fire sprinkler system. They would like to put the fire sprinkler in but if they don't have the water they would like to delay it until the water is available.

Gene Goodwin stated that it was their intention to put the sprinkler system in but knew there was an issue regarding the pressure of the water.

K. McWilliams suggested amending #5 to add a phrase at the end to state, unless the Code Official determines otherwise.

**B. Curtin amended his motion to state K. McWilliams suggestion.**

**M. DeCoff seconded the original motion and the amended motion with all in favor.**

## **VII. VOLUNTARY LOT MERGER**

<b>Case P14-21 Huggins Hospital</b>	<b>Map 9 Lots 59-1 &amp; 59-2</b>	<b>Voluntary Lot Merger Range Road &amp; New Durham Road</b>
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On behalf of Huggins Hospital, White Mountain Survey & Engineering, Inc. is requesting a voluntary lot merger to combine the two lots noted above.

K. McWilliams detailed what the merger consisted of and suggested the Board approve the merger.

**B. Curtin motioned that the Alton Planning Board hereby approves the above cited voluntary Lot Merger application for Huggins Hospital.**

**M. DeCoff seconded the motion with all in favor.**

## **VIII. OTHER BUSINESS**

1. Old Business – K. McWilliams explained to the Board regarding the two building permits for the wireless antenna change outs on the tower on Prospect Mountain. J. Dever discovered that there was new legislation that was passed called SB 101 addressing Co-Location. Several towns were requiring extensive review processes regarding Planning Board hearings for the switch out of antennas. The industry was upset and went to the Legislature and got them to pass this bill to make this a Building Permit process only and it is up to the Code Official to deal with these permits. The Planning Board no longer has input on co-location applications.
2. New Business

- a. There was a request from the owners of the Dobbins Brook Subdivision to renew their AoT Permit and in order to do that they need a letter from the Planning Board stating that the development is substantially completed and they are vested in that property. The Board was given a draft letter to review for Chair to sign regarding whether the Dobbins Brook Subdivision is substantially complete for AoT Permit Renewal through the NH Department of Environmental Services.

**B. Curtin made a motion to send a letter to DES in reference to the Dobbins Brook Subdivision for the AoT Permit.**

**M. DeCoff seconded the motion with all in favor.**

3. Approval of Minutes:

- a) September 26, 2014 Planning Board Meeting:

**M. DeCoff motioned to approve the Minutes of September 26, 2014 as presented.**

**B. Curtin seconded the motion with all in favor.**

4. Correspondence – None

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

**IX. PUBLIC INPUT ON NON-CASE SPECIFIC LOCAL PLANNING ISSUES**

None at this time.

**X. Adjournment**

**M. DeCoff made a motion to adjourn. The motion was seconded by B. Curtin and passed without opposition.**

The Public Hearing adjourned at 7:09 p.m.

Respectfully submitted,

Randy Sanborn, Recorder, Public Minutes