

PLANNING BOARD MINUTES
September 14, 2011

APPROVED AS AMENDED & CLARIFIED:

9/28/11_jrl_____

AGENDA: PCC: JEN VIARENGO/ZAREMBA GROUP LLC
WORKSHOP – CELL TOWER CHECKLIST

ATTENDING: Dan Paradis (Chairman), Denice DeStefano (Vice Chairman), Murray Campbell,
Janice DellaCroce, Clay Dingman, Elizabeth Seeler

ABSENT: Phil Dion (Sel. Rep. – vacation), Steve Favorite (alternate – FEMA)

OTHER: -----

The meeting opened at 7:00 p.m.

MINUTES OF AUGUST 10, 2011

The following amendments and clarifications were made: Page 1, Agenda, 2nd line, replace “Grup” with “Group”. Bleiler Site Plan, 1st sentence, replace “modifications which is being presented tonight” with “conditions which are being checked for compliance tonight”. Page 2, 2nd paragraph, 5th line, replace “Committee” with “Commission” and replace “that to be areas over one acre” to read “the definition of a wetland to be an area over one acre”.

C. Dingman made a motion, second by D. DeStefano, to approve the minutes as amended. The motion carried.

PCC: JEN VIARENGO/ZAREMBA GROUP LLC

Ms. Viarengo stated that she is back as she is trying to figure out the direction to go in. She mentioned that she has the stream on one side, a residence on the other and the slope all across most of the rest. The State is allowing the access similar to where it is now (to the left side of the property). She has worked with the slopes and came up with 4 different plans. At this point, she distributed a conceptual plan that seems to be best.

Going over this plan, Ms. Viarengo stated that the parking in the front will only need a waiver from the Planning Board. She is aware that she will need a variance for the 9’ x 18’ parking spaces and for the steep slope. She is also looking for a reduction of the street side buffer on the property. Ms.

DellaCroce asked why she doesn’t push the building back instead and Ms. Viarengo explained that this is due to the slope and that the retaining walls would have to be much thicker. The plan is to grade the slope and leave vegetation. Mr. Paradis stated that, with the buffer to shield the parking lot, he would prefer this to be green instead of a fence. The Board agreed.

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PCC: VIARENGO continued:

Ms. Viarengo stated that, for the buffer to the residential border, they plan on some screening over the retaining wall. It was mentioned that the type of buffer may depend on the agreement of the resident abutter. Mr. Paradis then read Article VIII, Section 8.5H of the Site Plan Regulations that deals with this.

Mr. Campbell asked if this will be a 1 or 2 story building and was told that it will be a 1-story. Ms. Seeler asked how high it will be. Ms. Viarengo thought it is designed to be about 21' with a front façade a little higher. Mr. Paradis stated that the Planning Board does not have regulations on architecture but prefers something that is fitting for the area.

The buffer to the wetland was then discussed and Ms. Viarengo explained that she has left 50' from the edge of the area, not from the stream itself. Again she mentioned that she will need a variance for the number of parking spaces. Mr. Paradis asked if she has determined a place for snow storage and she answered that she had not but will think about this. He then asked about a dumpster and she explained that it is by the retaining wall and has a gate. Ms. DellaCroce asked about lights hitting the residence when they come down the driveway. Ms. Viarengo stated that lights hit the resident shed before they could get to the house. Mr. Campbell asked if the parking lot will be paved and was told that it will they will have a subsurface infiltration basin and for any other overflow, they are looking to the State to use the State culvert. Mr. Paradis mentioned that drainage calculations should not be waived and the Board agreed.

Ms. Viarengo stated that she feels that the variance for the slope should go through as the topography is a hardship. Mr. Paradis asked about any parking lot water and Ms. Viarengo stated that this goes underground, under the parking lot. He then asked about the retaining wall and she answered that they plan for a 10' height and either versa lock or stone strong (big block). Mr. Campbell where the stream goes and Ms. Viarengo answered that it goes to the State culvert in a 12" pipe and to a 24" pipe under the highway. Mr. Paradis asked the acreage of the property and was told that it is 1.7 acres.

Ms. Viarengo continued by saying that they will need Stormwater Erosion Control and a Special Use permit which will be based on the recommendation of the Conservation Commission. She then asked how to reach the Commission and Mr. Paradis told her to see the secretary on Friday. The secretary stated that she could call the office tomorrow for this information. When asked, Ms. Viarengo stated that the slope behind the building is a 2 or 2 ½ to 1 ratio and will have excelsior matting and grass.

Ms. Viarengo was thanked for coming in to see the Board.

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WORKSHOP – CELL TOWER CHECKLIST

Ms. DeStefano had distributed her August 2011 revision based on last meetings' comments. She then went over these. For #1., Mr. Paradis stated that the first box should be eliminated. A couple of typing errors were corrected. #8. – needs the rest of the reference added. #10, 11, and 12 were new additions and thought to be okay; also, addition to #13 and for #14. #16 – Start with "Location on". #18 – Last word should be Section 10.8. #19-#24 are all new. Mr. Paradis mentioned that we need to revise the Ordinance when he read #20. For now, this should be left as is. #25-#27 are standards not definitions but several of the Board members thought it best to leave these as a reference for the applicant. Ms. DeStefano suggested that she place them at the back but the Board determined to leave them as they are.

In #33 and #45, a note should be added that the Planning Board may adjust the buffer. It was determined that the box items should be eliminated in #35. #40 – eliminate the 1st line and combine the box items with those in #39. #42 – eliminate. #43 – Add "if available". #52 – 4th line under Security for Removal, 10.2 should be 10.10.2.

Mr. Dingman asked if we should add a reference to the short clock. Ms. DeStefano thought that we might have our own list for that. A discussion followed. Ms. DeStefano thought that the clock would only start when the Planning Board accepts the application as complete, however, the Federal Regs. say as soon as it is accepted by anyone in the City/Town office. The secretary suggested that, when an application is picked up, that the applicant be told that they must present it to the Planning Board only. It was felt that we need to run this by the Local Government Center to be sure that we know exactly. The Board also noted that, when the ZBA is also involved, the clock begins with them and the Planning Board has not even seen the case yet.

Ms. DeStefano will bring the revised checklist to our next meeting.

COMMUNICATIONS:

The LGC Law Lecture Series was looked at and noted that most are at the same time as our meetings. The Source will be held in the office for awhile for anyone who wishes to read it. Mr. Paradis read portions of the DRA letter in regard to the Morrison Excavation Site. Mary Pinkham Langer seems satisfied with what is being done and the Board felt that this satisfies them, as well. There were 2 surveys received and these will go to the property files now. The DES septic permit for Garrett and Loretta Gilpatric will be placed in their Planning Board file.

UNFINISHED BUSINESS:

Historic District Commission – Mr. Dingman stated that they met last night and only had a PCC for a sign permit which shall not need a Certificate of Approval hearing.

Selectmen – Mr. Dion was not in attendance.

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UNFINISHED BUSINESS continued:

Capital Improvements Plan – Mr. Campbell stated that they will be meeting next Tuesday to finalize the plan for presentation to this Board at their next meeting. David Hill and Steve Favorite will be away (Steve is being assigned to Springfield, Ma. – FEMA).

NEXT MEETING:

The next Planning Board meeting will be held on Wednesday, Sept. 28, 2011 at 7:00 p.m. There will be the CIP presentation and, if there is time left, we shall work on Site Plan paperwork.

OTHER:

Ms. DeStefano asked when we are to start any Ordinance changes. Mr. Paradis asked everyone to give changes thought and bring them in. A discussion was held as to Ordinance changes or work on the Master Plan. Ms. DellaCroce asked what the cost will be for the Master Plan and Mr. Paradis answered that Michael Capone (Town Administrator) has been in touch with Mike IZARD, Lakes Region Planning Commission, and was told that the cost varies depending on the amount of services we want.

Mr. Paradis mentioned that we could use alternates on our Board.

With no other business before them, C. Dingman made a motion, second by E. Seeler, to adjourn at 8:55 p.m.

Respectfully submitted,
Jan Laferriere, secretary