

**PLANNING BOARD**  
**27 School Street**  
**HILLSBOROUGH, NH**  
**February 02, 2022**

**DATE APPROVED:** 02/16/22

**TIME:** 7:00 p.m. – 8:33 p.m.

**MEMBERS:** Gary Sparks- Chairman, Susanne White-Vice Chair, Adam Charrette, Ed Sauer, Melinda Gehris, Nancy Egner

**EX-OFFICIO:** James Bailey III

**PLANNING DIRECTOR:** Robyn Payson

**ALTERNATES:**

**Excused:**

**Public:** Wendy and Doug Parker, Kristina and Jeremy Lindh, John Noonan,

Peter D. Mellen LLS., Riche' Colcombe, Richard Head

Chairman Gary Sparks called the meeting to order at 7: 00 PM

**Minutes 01/19/22** Susanne White made a motion to approve the minutes. Nancy Egner seconded the motion. The motion carried unanimously.

**Request for Clarification of Condition in Decision**

West Main Street (Map 11F Lot 20)

John Noonan

John Noonan of Fieldstone Land Consultants is before Board to request clarification on condition number 2 on the Notice of Decision (see attached).

Mr. Noonan said his question is about the installation of the drainage system. He said it wasn't clear in the decision if the Board wanted third party inspection of the drainage installation or if they wanted a to review the drainage calculations and details as well. He also asked if Fieldstone Land Consultants would be acceptable to be the engineering firm performing the inspections because they will be performing inspections throughout the Alteration of Terrain permitting process.

Melinda Gehris asked if after DES approves the plans under the AOT, Fieldstone Land Consultants will inspect the installation of the drainage once it is complete, and will they provide their opinion to DES?

Mr. Noonan said they would be inspecting while the drainage system is being installed and after it is installed.

Jim Bailey said they wanted to see the installation of the drainage inspected. He asked Mr. Noonan if the Board could get copies of the inspection reports. He said the Board's greatest

concern is that the installation is done correctly. If something isn't done correctly the Board needs to hold someone responsible.

Jim Bailey made a motion to use Fieldstone Land Consultants as third-party review for the Patriot Holdings development. Susanne White seconded the motion.

Gary Sparks asked when the report would be made. Mr. Noonan said there would be inspections during installation and post construction.

Gary asked that the motion be amended to state that the engineer will provide a report during construction and upon completion of construction of the drainage system.

Jim Bailey agreed with the amendment. Susanne White seconded the amendment.

The amended motion to approve the use of Fieldstone Land Consultants as third-party review on the Patriot Holdings development carried with Gary Sparks abstaining.

## **Applications**

### **Subdivision**

Preston Street (Map 12 Lot 48)  
Richard and Douglas Parker  
Peter Mellen LLS Representing

Robyn Payson said this application will be complete following the approval of the waiver request. (see attached)

Susanne White made a motion to grant the waivers as presented. Melinda Gehris seconded the motion. The motion carried unanimously.

Melinda Gehris made a motion to accept the application. Adam Charrette seconded the motion. The motion carried unanimously.

Peter Mellen presented the application to subdivide Map 12 Lot 48 in to two tracks. Lot 48 will have 28.0 +/- acres with 287 +/- feet of frontage and Lot 48-1 will have 4.45 +/- acres with 221.26 feet of frontage.

Mr. Mellen said that the size of the new lot has doubled to avoid wetland impacts.

Ed Sauer asked if the driveway would affect any of the wetlands. Mr. Mellen said it would not.

There being no comments from the Board at that time, Gary Sparks opened the hearing up for public comment.

Gary Sparks recognized Richard Head, Chairman of the Conservation Commission.

Richard said there was an observation that wetlands do not make sharp corners so it should not be expected that the line shown on the plan is the actual edge of the wetland. He referred to the wetland closest to the driveway on the map. You can't tell exactly the distance the driveway is from the wetland from the map. He said the other issue is to request for a condition stating that no development of the site directly impact the wetlands.

Ed Sauer asked what constituted a wetland. Richard Head said wetlands have criteria. Identification is based on soils, hydrology, and vegetation.

Ed Sauer asked if they would need to re-think that small section of the driveway.

Richard Head said the other option was that there be a condition to flag the edge of that wetland so when they put the driveway in, they can see exactly where the wetland is.

Adam Charrette asked if the State would address that.

Richard said he had not seen that addressed in a state permit.

Peter Mellen said he had to provide a letter to the State for an under 5-acre State Subdivision approval that the driveway can be put in without impacting the wetlands which they will be providing.

He said that the wetlands had been delineated by wetland scientist Renee Rabideau who has 28 years of experience in the field. She uses the methodology mentioned by Richard which is by soils, hydrology, and vegetation and the typical precision of marking a wetland is five feet. When she does that, she puts a flag at each of the angle points. He said the line may vary five feet.

He said as far as the condition that there be no further impact to wetlands, if 25 years down the road these folks needed to expand or if something came up, he would think they would like to file for a permit with the state. Once the Commission has an ordinance and it is accepted by the voters that may change the situation but at present there is no ordinance.

There were no further comments from the public.

Gary asked the Board for their comments.

Adam Charrette asked if any further wetland impacts would need to be permitted by default.

Peter Mellen said if there was going to be any expansion that required impact to the wetland, they would need to get a permit from the state.

Following discussion Melinda Gehris made a motion to approve the subdivision application to subdivide Map 12 Lot 48 into 2 lots: Lot 48 with 287 +/- feet of road frontage and an area of 28.0 +/- acres and lot 48-1 with 221.26 +/- feet of road frontage and an area of 4.45 +/- acres. The project was submitted by Peter D. Mellen LLS of Donald R. Mellen Surveyor, LLC. on behalf of property owners Richard E. and

## February 02, 2022 - Planning Board Meeting Minutes

Douglas J. Parker, and in accordance with the plan titled: “Plan of Lots Map 12 Lot 48 Hillsborough, NH” dated on 01/10/22 by Donald R. Mellen Surveyor, LLC. and as submitted as a part of this application with the following conditions.

1. Compliance with all local, state, and federal laws and regulations.
2. No wetland impacts are permitted by the development of the subdivided lot.

Nancy Egner seconded the motion. The motion carried unanimously.

### **Site Plan**

Henniker Street (Map 12 Lot 317)

Hawkes Motorsports LLC.

Austen E. Hawkes, Manager

Peter Mellen Representing

Susanne White made a motion to accept the application. Melinda Gehris seconded the motion. The motion carried unanimously.

Peter Mellen presented the application to construct a 48’x150’ building housing six Building and Service Trade industrial rental units. Each unit is to be accessed by a man door and an overhead garage door.

Peter Mellen addressed the fact that there was no Landscaping Plan included in the application. The plan is to plant grass on either side of the access road. The building site is a distance from the road and will not be visible.

Mr. Mellen said he forwarded the questions from the Conservation Commission to Austin Hawkes who will address them at the next meeting.

A site walk will be held Saturday, February 12 at 9:00 am.

### **WORK MEETING**

#### **Dark Skies**

Adam Charrette, Susanne White, and Melinda Gehris (for specific projects) have volunteered to be the Planning Board members on the Dark Skies subcommittee.

Adam Charrette said that this would be more of an “action committee” because the ordinance is in pretty good shape.

Melinda said this was a good opportunity to involve a couple of people in town.

Susanne White suggested the Astronomical Society be involved. Adam Charrette said he was meeting with them on Thursday night.

Robyn suggested two members of the public be included in the subcommittee.

Adam Charrette will report back to the Planning Board as progress is made.

### **Peer Review RFQ**

Gary Sparks said the Board needs to develop a system that is applied consistently with all comers.

Melinda Gehris said we need to get this RFQ out as soon as possible. This process is going to take months and the sooner we start the better.

The Planning Board reviewed the draft Request for Qualifications for engineering firms for third party review. The language was refined, and dates were set for review and selection.

Gary said the Board needs to be very specific about what they are asking to be reviewed. You can then tell the applicant they can choose from several firms. One of the things they can do is offer guidance on sureties or bonds. He said this will be very positive because people will all be treated equally. The Board will then be comfortable saying what they need review on and how much a guarantee will cost.

Susanne White said the planning Board needed alternates. Robyn Payson said she can put a notice out on the Town Facebook page.

There being no other business, Susanne White made a motion to adjourn. Jim Bailey seconded the motion.

### **Meeting Adjourned 8:33 pm**

Respectfully Submitted,

Robyn L. Payson, Planning Director

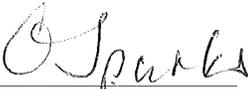


**NOTICE OF DECISION**  
**December 16, 2021**

Case No. 2021-18

On December 15, 2021, at a duly noticed Public Hearing, the Hillsborough Planning Board voted to APPROVE the application to construct two contractor buildings, one climate-controlled building, and five self-storage buildings totaling 57,900 sq ft of total building area. The project is located on West Main Street (Map 11F Lot 20) and submitted by Jeremiah Boucher of Patriot Holdings LLC. and in accordance with the "Site Development Plans Self Storage Facility revised on 12/07/2021 by John Noonan of Fieldstone Land Consultants, PLLC and submitted as a part of this application with the following conditions:

1. Receipt of all Federal and State Approvals.
2. Third party drainage review by an engineering firm approved by the Planning Board and acceptable to the applicant.

  
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Gary Sparks Chairman,  
Hillsborough Planning Board

Date: 1/5/22



## Donald R. Mellen Surveyor, LLC

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January 11, 2022

Gary Sparks, Chairman  
Town of Hillsborough Planning Board  
PO Box 7  
Hillsborough, NH 03244

**Re: Application of Richard E. Parker and Douglas J. Parker for a two-lot subdivision, Map 12 Lot 48, Preston Street, Hillsborough, N.H.**

Dear Gary,

In regard to the above referenced application, I am requesting a waiver of the following highlighted requirements of the Town of Hillsborough Subdivision Regulations:

- 201-5.B(6) Bearings to the nearest second and distances to the nearest hundredth of a foot on all pertinent property lines of the entire parcel.**
- 201-5.B(26) Topographic survey, with a minimum contour interval of 20 feet, of the entire subdivision.**

This application results in the creation of one new 4.45-acre lot. A full survey showing bearings to the nearest second and distances to the nearest hundredth of a foot and topographic data at an interval of two feet are provided for this lot.

The remaining lot, consisting of 28.0± acres, is currently undeveloped. As the remaining lot far exceeds the minimum lot size of 40,000 square feet, a full instrument survey at this time would place an undue financial burden on the landowners. Since no development of the remaining land is planned at this time, a topographic survey of the entire subdivision would appear to be of little additional value to the board in evaluating this application.

We therefore ask that these requirements be waived.

Sincerely,



Peter D. Mellen, LLS