

# **HILLSBOROUGH PLANNING BOARD**

**February 6, 2013**

## **Approved Meeting Minutes**

Present:

Members:

Herm Wiegelman (Chair), Martha Caron (Vice Chair), Dave Fullerton, Larry Baker, Ken Stafford, Sr., Ann Poole, Marianne Hammond (Alternate).

Staff:

John P. Segedy, Recording Secretary;

Robyn Payson, Planning Director;

Laura Buono, Town Administrator

Brett Cherrington, Chair Conservation Commission

Michael Pon (The Villager)

Joyce Bosse (The Messenger)

Michael Black, Saxon Partners

Wayne Morrill, Jones & Beach Engineers

Sonia Pearsall, Frank Pearsall, Brittany Pearsall, John Kallfelz, Pat Mathison, Rick Sousa, Michelle Sousa

### **CALL TO ORDER**

The meeting was called to order at 7:01 pm by Herm Wiegelman, Chair.

A packet of information regarding agenda items was provided to Board members by Robyn Payson, Planning Director.

Marianne Hammond was designated to vote in place of Paris Wells.

### **PUBLIC HEARING - Site Plan Review-Master Site Plan**

Saxon Partners, Michael Black

Antrim Road Map 11D-Lot 296, Map 11H Lots 305&306, Map 11L Lots 311&327

Chair Wiegelman asked Planning Director, Robyn Payson if the application of Saxon Partners was complete.

Robyn Payson answered that there were parts of the application that the applicant had requested be waived and that it will be complete if those waivers are granted.

Chair Wiegelman asked Michael Black to explain his request to the Board.

Michael Black reviewed his general proposal.

Wayne Morrill explained they were asking for the waivers because of the current application being a Master Plan and that those items will be supplied with the individual applications.

Wayne Morrill read the requests from a letter dated February 1, 2013 (see Appendix 1 below).

Larry Baker asked to clarify that separate applications would be submitted with the needed information for different parts of the development as it proceeded.

Michael Black answered yes. He explained that he anticipated there would be 6 phases with the first being the anchor store and most of the infrastructure.

Martha Caron asked Michael Black to explain the different phases.

Michael Black said that there would be 5 commercial phases and 1 residential and pointed them out on the plan.

Wayne Morrill clarified that they were not sure at this time of the order that the phases would go in, but that the infrastructure would be part of the first one.

Ann Poole asked for clarification as to the different waiver requests.

Wayne Morrill said that the other waiver they were asking for was from fees for the town expert review.

Rick Sousa said that his property bordered the North Branch River and pointed it out on the plan. He asked how far away the houses would be from his property.

Wayne Morrill answered that it looked like they would be about 100' above and 400-500 feet away.

Ann Poole asked why the language in the requests referred to 'individual unit developments', yet they were talking about 'phases'.

Wayne Morrill answered they were the same thing.

Martha Caron asked about the second waiver request listed (#10) – the boundaries. She said that she assumed they had surveyed the lot and wasn't sure why this was needed.

Wayne Morrill said they have supplied the existing conditions plan with the topography on it. He said that if they tried to put the boundaries and bearings on it it would cover the plan and be unreadable.

Martha Caron said that if they were to proceed with the Master Site Plan, she wanted to be sure that information would be made available on the individual unit applications.

Wayne Morrill said that it would be provided on the individual unit site plans. He said they wouldn't be asking for these waivers for the individual applications.

**Ken Stafford, Sr. moved: *To approve the waivers requested as presented as 'Waiver # 2' in the applicants letter of February 1, 2013.*** (Appendix 1).

**Dave Fullerton seconded. Motion passed 7-0.**

Chair Wiegelman asked Robyn Payson to explain the other waiver request.

Robyn Payson referred to a letter dated December 26, 2012 requesting waiver of fees (Appendix 2).

She said that the costs were extensive and that to the extent that they help pay for review and processing of plans, the applicant is saying that there is little to review for the Master Plan.

Mike Black said that the town would still get the fees, but they would be in phases as the sections are done.

**Martha Caron moved: *That the Planning Board grant the request of Saxon Partners, Jones & Beach Engineers of the provisions requested from the Town of Hillsborough Site Plan Regulations as noted in the "Waiver 1" letter submitted December 26, 2012, with respect to payment of fees, per RSA 674:44 e, 1 and section 185-12 D, 1 of the Town of Hillsborough Site Plan Regulations for the reason that specific circumstances relative to the site plan, or conditions of the land in such site plan, indicate that the waiver will properly carry out the spirit and intent of the regulations.***

Ann Poole questioned whether the fees would be paid and engineering review done later. She said that she read the request to waive them (completely).

Herm Wiegelman said that for the record they would be required for the individual plans.

Martha Caron said she was ok with clarifying that point.

Ann Poole asked if the money for phased review would be held in escrow or paid later.

It was clarified that the fees would be paid later as the individual applications were submitted.

**Martha Caron withdrew her previous motion.**

**Martha Caron moved:** *That the Planning Board grant the request of Saxon Partners, Jones & Beach Engineers of the provisions requested from the Town of Hillsborough Site Plan Regulations as noted in the “Waiver 1” letter submitted December 26, 2012, specifically for any fees for approval of the Master Site Plan only, per RSA 674:44 e, 1 and section 185-12 D, 1 of the Town of Hillsborough Site Plan Regulations, for the reason that specific circumstances relative to the site plan, or conditions of the land in such site plan, indicate that the waiver will properly carry out the spirit and intent of the regulations.*

**Larry Baker seconded. Motion passed 7-0.**

**Ken Stafford, Sr. moved:** *To accept the application of Saxon Partners, Jones & Beach Engineers for the ‘Weatherstone Crossing Commercial Condominium Master Site Plan’ as complete.*

**Larry Baker seconded. Motion passed 7-0.**

Chair Wiegelman opened the Public Hearing at 7:38 PM. He asked for public comment.

Frank Pearsall asked about access to other future developments at the same traffic light.

Mike Black said that he would expect that future development would likely occur further south on Route 202. He said that would be unlikely and that those were properties under separate ownership.

Frank Pearsall asked about the current business lot next to this lot.

Mike Black answered that they are providing an access road for it.

It was clarified that he planned on connecting to town water and sewer.

Michelle Sousa asked what kind of residences were being planned.

Mike Black answered that they were looking to do workforce housing.

Frank Pearsall asked if the power lines would be staying above ground.

Mike Black answered yes.

Dave Fullerton said that while he had previously been against the traffic light, he has changed his mind and is now in favor of it as Dennis Roberts, Jr. had pointed out that it will slow down traffic.

Brett Cherrington said that at the Conservation Commission meeting that Mr. Black came to, they had discussed energy efficient construction. He noted that Mr. Black had seemed open to that.

Ann Poole said she believes that the NH building code requires it.

Frank Pearsall asked if there would be any blasting.

Mike Black answered that there may need to be a little.

Rick Sousa asked what type of houses would there be.

Mike Black said that they would be mostly duplexes or quads.

Chair Wiegelman noted that the Town's and applicant's Attorney's were working on a development agreement.

**Martha Caron moved: *To continue the Public Hearing until March 6, 2013 at 7:00 pm.***

**Ken Stafford, Sr. seconded. Motion passed 7-0.**

### **MINUTES**

#### **January 16, 2013**

Dave Fullerton questioned the student population number in the appendix.

John Segedy pointed out that was within a letter to the Board so couldn't be changed. He said he would better indicate that it was a letter from Rex Gray.

**Larry Baker moved: *To approve the minutes of January 16, 2013 as amended.***

**Martha Caron seconded. Motion passed 5-0-2 (Marianne Hammond & Ann Poole abstained).**

### **OLD BUSINESS**

#### **Dollar General-Request for Bond Release**

201 West Main St. (Map 11P, Lot 177)

Chair Wiegelman asked Robyn Payson if the conditions had all been met.

Robyn Payson said Bill Rollins and she had viewed the site. She said she recommended retaining \$10,000.00 of the \$63,400.00 bond to insure the 2 year guarantee on the landscaping.

Martha Caron said she agreed with retaining part of it.

Ann Poole said she was worried that \$10,000.00 wasn't enough.

Herm Wiegelman said that in addition to the bond they still had the power to revoke the approval.

Ken Stafford, Sr. said that \$10,000.00 was enough to completely redo all of the landscaping on the site.

Ann Poole suggested \$20,000.00 would be a good amount to retain.

Herm Wiegelman noted that the Board had never before retained a bond.

Marianne suggested splitting the difference between the amounts.

**Martha Caron moved: *To retain \$15,000.00 of the Dollar General bond for the two year landscaping guarantee period and to authorize the Chair to sign off the release of the balance of the bond.***

**Marianne Hammond seconded. Motion passed 7-0.**

### **Planning Director Update**

Herm Wiegelman reminded that the Master Plan update would be worked on this year.

Herm Wiegelman said that the Board has already gone on record on the need for a full time Planning Director. He suggested a good turn out for the Public Hearing on the Budget.

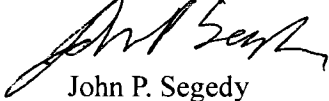
Dave Fullerton said that although the other Selectboard members weren't in favor of budgeting the money to do so, they had noted that if the need arose, they would find the money from elsewhere in the budget.

**Adjournment**

**Larry Baker moved: *To adjourn.***

**Ken Stafford, Sr. seconded. Motion passed 7-0.**

Respectfully Submitted:

A handwritten signature in black ink, appearing to read "John P. Segedy", written over the printed name.

John P. Segedy

Recording Secretary

Approved February 20, 2013

**APPENDIX:**

Attach Appendices 1 & 2

# JONES & BEACH ENGINEERS, INC.

85 Portsmouth Avenue  
Post Office Box 219  
Stratham, NH 03885  
Telephone: (603) 772-4746  
Fax: (603) 772-0227

Post Office Box 484  
Alton, NH 03809  
Email: [jbe@jonesandbeach.com](mailto:jbe@jonesandbeach.com)  
[www.jonesandbeach.com](http://www.jonesandbeach.com)

February 1, 2013

Hillsborough Planning Department  
Attn. Robyn Payson, Planning Director  
63 West Main Street  
PO Box 7  
Hillsborough, NH 03244

**RE: Waiver Request 2**  
**Antrim Road (Route 202), Hillsborough, NH**  
**Tax Map 11D Lot 298, Tax Map 11H Lots 305 & 306 and**  
**Tax Map 11L Lots 311 & 327**  
**JBE Project No. 07078**

Dear Ms. Payson,

On behalf of our client, Saxon Partners, Jones & Beach Engineers, Inc., respectfully requests a waiver from the following sections, as listed on Form C – Site Plan Review Application, for the above-referenced parcel:

2. **Site Plan Checklist (Section 185-5)**

**A. Existing data and information**

7. Scale (one inch equals 40 feet is suggested) – *The Commercial Condominium Master Plan scale is shown at 1 inch equals 200 feet to be able to show the entire site on one sheet.*
10. Boundary lines of the site, including angles or bearings of the lines, dimensions and lot area. – *Boundary Plans will be submitted for individual unit developments.*
11. Existing grades, drainage systems, structures and topographic contours at intervals not exceeding two feet, with spot elevations, where the grade is less than 0.5%. – *To be submitted for individual unit developments.*
15. Sizes and locations of all existing public and private utilities and all present landscaping as may be required. This shall include the locations and sizes of existing public utilities that are located off-site but are planned to be connected. – *To be submitted for individual unit developments.*
16. Vicinity sketch (suggested scale is one inch equals 500 feet) showing the location of the site in relation to the existing public street and any prominent natural features. – *Scale of the plan shows required information.*

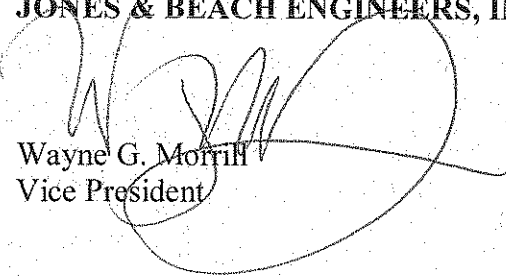
**B. Proposed Development**

19. Proposed grades, drainage systems, structures and topographic contours in the site development area at contour intervals not exceeding two feet. - *To be submitted for individual unit developments.*
22. Sizes and locations of all proposed public and private utilities such as sewer, water, telephone, electric lines and distances to fire hydrants. - *To be submitted for individual unit developments.*
23. Locations, types and sizes of all proposed landscaping and screening. - *To be submitted for individual unit developments.*
24. Exterior Lighting Plan - *To be submitted for individual unit developments.*
26. Storm drainage plan, including plans for retention and low release of stormwater where necessary. - *To be submitted for individual unit developments.*
27. Plan for snow removal and storage. - *To be submitted for individual unit developments.*
30. The development shall meet all other relevant requirements of the Hillsborough Town Code. - *To be submitted for individual unit developments.*
31. The Board may require additional information as it deems necessary. - *To be submitted for individual unit developments.*

If you have any questions or need any additional information, please feel free to contact our office. Thank you very much for your time and consideration of this request.

Very truly yours,

**JONES & BEACH ENGINEERS, INC.**



Wayne G. Morrill  
Vice President

cc: Saxon Partners

# JONES & BEACH ENGINEERS, INC.

85 Portsmouth Avenue  
Post Office Box 219  
Stratham, NH 03885  
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Email: jbe@jonesandbeach.com  
www.jonesandbeach.com

December 26, 2012

Hillsborough Planning Department  
Attn. Robyn Payson, Planning Director  
63 West Main Street  
PO Box 7  
Hillsborough, NH 03244

**RE: Waiver Request**  
**Antrim Road (Route 202), Hillsborough, NH**  
**Tax Map 11D Lot 298; Tax Map 11H Lots 305 & 306 and**  
**Tax Map 11L Lots 311 & 327**  
**JBE Project No. 07078**

Dear Ms. Payson,

Jones & Beach Engineers, Inc., respectfully requests a waiver from a portion of the Fee Calculation for Site Plan Review for the above-referenced parcel on behalf of our client, Saxon Partners. This project is currently seeking approval for a Commercial Condominium Site Plan that we feel does not have to be reviewed by an outside source.

If you have any questions or need any additional information, please feel free to contact our office. Thank you very much for your time and consideration of this request.

Very truly yours,  
**JONES & BEACH ENGINEERS, INC.**



Wayne G. Morrill  
Vice President

cc: Saxon Partners