

HILLSBOROUGH PLANNING BOARD

August 7, 2013

27 School Street, Hillsborough, NH

Approved Meeting Minutes

Present:

Members: Herm Wiegelman (Chair), Dave Fullerton, Larry Baker, Alan Urquhart, Denise DeForest, Bill Clohessy (Alternate).

Staff: Robyn Payson, Planning Director; John P. Segedy, Recording Secretary.

Public: Floyd Graham, Sanel – Facilities Manager; Mark McLeod, H.L. Turner Group – Project Engineer; Michael Pon, The Villager; Norman Trottier, Ed Tasker, Jack Wells, Rosemary Urquhart, John Penney, Sawyer Penney, Vance Penney.

CALL TO ORDER

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

Packets of information were provided to Board members by Robyn Payson, Planning Director.

Chair Wiegelman appointed Bill Clohessy to vote in place of Martha Caron.

PUBLIC BUSINESS

1. Public Hearing - Site Plan Review

Sanel Auto Parts, 80 Henniker Street (M 24, L 57 & 83)

Robyn Payson told the Board that the application was complete and that the drainage plan had been reviewed by Rollins Consulting Services.

Herm Wiegelman asked if the properties had been merged.

Robyn Payson answered yes.

Mark McLeod reviewed the existing conditions of the property as having a combined building square footage of about 8,500 square feet and 21,000 of 'disturbed area'. He further explained they would be taking both existing buildings down and replacing them with one building of about 8,000 square feet and moving it as far as possible from the pond.. He pointed out customer (14) and employee (5) parking, dumpster and loading dock location and described and explained the drainage plan.

Alan Urquhart asked if the wetland people were ok with it.

Robyn Payson answered yes.

Alan Urquhart asked about sign-age.

Floyd Graham answered that they would be keeping the pole sign and there would be sign(s) on the building.

Alan Urquhart moved: *To accept the application.*

Denise DeForest seconded. Motion passed 6-0.

Chair Wiegelman opened the hearing to the public.

Norm Trottier asked if there would be a sidewalk.

Mark McLeod answered no, that the pavement along the road would stay as it is.

John Penney asked what they would do if they find the soil is clay.

Mark McLeod said they would do boring and if needed will increase the size of the retention area.

Dave Fullerton asked about flooding.

Mark McLeod answered that the property was outside the 100 year flood zone.

Alan Urquhart moved: *To approve the site plan application of SAS Realty Limited Partners which includes the merging of the two existing lots, the demolition of the two existing buildings and the construction of a new 8000 square foot building with the site improvements as noted on the plan.*
Dave Fullerton seconded. Motion passed 6-0.

MINUTES

July 17, 2013 - Meeting

Larry Baker moved: *To approve the minutes of July 17, 2013 as presented.*

Dave Fullerton moved: *To reject the minutes of July 17th 2013 as written, and require they be rewritten as per the Planning Board's instructions.*

- 1. The minutes shall contain the names of Planning Board members, persons appearing before the Planning Board, a brief description of the subject matter discussed, and final decisions as stated in RSA 91-A2 II.*
- 2. The only information to recorded in the minutes will be matters that result in a decision by the Planning Board.*
- 3. Personal exchanges and statements are not to be included in the minutes.*

Alan Urquhart seconded.

Alan Urquhart said they could be shorter.

John Segedy explained that the minutes had grown in length in response to numerous Planning Board members requests to add additional information. He also pointed out that what is required in RSA 91-A is a minimum and that up to this point the Planning Board had not given any 'instructions'.

Other Business

Statement

Denise Deforest read a statement to the Board.

Chair Wiegelman stated that it was a personal issue that was not for the Board.

Rules of Procedure

Robyn Payson reviewed proposed changes to the Planning Board's Rules of Procedure, Sections 2.8, 5.1, 5.8, 5.9, 7.4 & 7.7.

Alan Urquhart asked that members absences should be noted in the minutes.

The Board discussed this.

Larry Baker moved: *To schedule Public Hearings on September 4th and 18th for adopting changes to the Rules of Procedure.*

Alan Urquhart seconded. Motion passed 6-0.

Parking Study

Robyn Payson reported that NH Planning had conducted a parking study of the downtown.

Membership

Dave Fullerton introduced John Penney who was interested in becoming an alternate member.

Chair Wiegelman announced he had received a letter of resignation from Marianne Hammond.

Adjournment

Bill Clohessey moved: *To adjourn.*

Larry Baker seconded. Motion passed 6-0.

Respectfully Submitted:


John P. Segedy

Recording Secretary

Approved September 4, 2013