

**PLANNING BOARD
27 School Street
HILLSBOROUGH, NH
February 17, 2021**

DATE APPROVED: March 3, 2021

TIME: 7:00 p.m. – 9:00 p.m.

MEMBERS: Gary Sparks- Chairman, Susanne White-Vice Chair, Bob Hansen, Adam Charrette, Ed Sauer, Melinda Gehris

EX-OFFICIO: James Bailey III

PLANNING DIRECTOR: Robyn Payson

ALTERNATES: Denise Deforest

Excused: Denise Deforest

Others Present:

Consultant: Glenn Sheppard GWTS LLC

Public: Chris Sieg, Jessica Smith, John O’Neil, John Segedy, Melanie Bennett, Nancy Egner
Stephen Mayer, Irene Wells, Peter Mellen

Chairman Sparks called the meeting to order at 7:00 PM and read the “Right to Know Meeting Check list” (at end of document).

Chairman Sparks called the roll:

Susanne White-Present; no one in the room.

Ed Sauer-Present; no one in the room.

James Bailey- Present; no one in the room.

Melinda Gehris- Present; no one in the room.

Gary Sparks- Present; no one in the room.

Bob Hansen- Present; no one in the room.

Gary Sparks said, if anyone wanted copies of the minutes or recording to contact Planning Director Robyn Payson.

Minutes

02/03/21 Jim Bailey made a motion to approve the minutes. Susanne White seconded the motion.

Roll Call Vote-Jim Bailey-Y, Susanne White-Y, Gary Sparks-Y, Melinda Gehris-Y, Adam Charrette- Y, Ed Sauer- AB, Bob Hansen-Y, the minutes were approved.

Public Hearing

Site Plan Review-To be continued to 3/3/21

Map 1 Lots 21-1 & 27

25 & 31 Carr Rd.

Kevin McCauley

Case No. 2020-02

Susanne White made a motion to continue the Public Hearing to March 3, 2021. Jim Bailey seconded the motion.

Roll Call Vote-Jim Bailey-Y, Susanne White-Y, Gary Sparks-Y, Melinda Gehris-Y, Adam Charrette- Y, Ed Sauer- Y, Bob Hansen-Y, the motion carried unanimously.

Lot Line Adjustment

Map 24 Lots 95&96

69&77 Henniker Street

Peter Mellen for Daniel and Cindy Clow

Case No. 2021-05

Chairman Gary Sparks asked if the application was complete. Planning Director Robyn Payson said that there was a letter requesting waivers of several provisions of the Subdivision Regulations (attached). If the waivers were granted the application will be complete. Jim Bailey made a motion to grant the waivers requested in the letter submitted by Peter Mellen LLS. Susanne White seconded the motion.

Roll Call Vote-Jim Bailey-Y, Susanne White-Y, Gary Sparks-Y, Melinda Gehris-Y, Adam Charrette- Y, Ed Sauer- Y, Bob Hansen-Y, the waiver request was granted.

Jim Bailey made a motion to accept the application as complete. Melinda Gehris seconded the motion.

Roll Call Vote-Jim Bailey-Y, Susanne White-Y, Gary Sparks-Y, Melinda Gehris-Y, Adam Charrette- Y, Ed Sauer- Y, Bob Hansen-Y, the motion carried and the application was accepted.

Peter Mellen presented the application:

The application pertains to two properties, Map 24 Lot 95 and Map 24 lot 96. The applicant is proposing to annex 1244 square feet from Lot 96 and annex it to Lot 95. This annexation straightens the lot line between the two lots and brings both lots into conformance with zoning.

Gary Sparks opened up the hearing for public comment.

Rick Jones, owner of lot 96 said he was in favor of the project.

There being no other comments Chairman Sparks asked for a motion of approval. Jim Bailey made a motion to approve the lot line adjustment. Susanne White seconded the motion.

Roll Call Vote-Jim Bailey-Y, Susanne White-Y, Gary Sparks-Y, Melinda Gehris-Y, Adam Charrette- Y, Ed Sauer- Y, Bob Hansen-Y, the motion carried and the application was approved.

Site Plan Review

Map 25 Lot 15
6 Wall Street
Storage Barn of Hillsborough, LLC
Jessica Smith
Case No. 2021-04

Chairman Gary Sparks asked Planning Director if this application was complete and could be accepted for consideration. Robyn Payson said it was.

Jim Bailey made a motion to accept the application as complete. Bob Hansen seconded the motion.

Roll Call Vote-Jim Bailey-Y, Susanne White-Y, Gary Sparks-Y, Melinda Gehris-Y, Adam Charrette- Y, Ed Sauer- Y, Bob Hansen-Y, the motion carried and the application was accepted.

Stephen Mayer of Allen & Major Associates, Inc. presented the application.

6 Wall Street is 2.73 parcel. The proposal is to construct two new self-storage buildings (total 6000 sq. ft.) on the previous location storage barn that was demolished.

The existing limits of pavement will be maintained and significant drainage improvements will be made on the property. The buildings will be “cold storage” and there will be no water connections or restroom facilities.

Mr. Mayer gave an overview of the most recent drainage plan which is currently under review by the Town Engineer.

Gary Sparks said that the Public Hearing should be continued to March 3rd to allow time to receive a final review letter on the new plans and drainage design.

Abutter Chris Sieg said that he didn’t have the most recent version of the plans. Robyn Payson said she would get copies of the plans and drainage report to him.

Jim Bailey made a motion to continue the Public Hearing to March 3rd. Bob Hansen seconded the motion.

Roll Call Vote-Jim Bailey-Y, Susanne White-Y, Gary Sparks-Y, Melinda Gehris-Y, Adam Charrette- Y, Ed Sauer- Y, Bob Hansen-Y, the motion carried and the Public Hearing was continued to March 3rd.

Review of Proposal

Old Mill Farm Conservation Easement
Map 11E Lots 9 and 9-1

Planning Director Robyn Payson said this is in reference to the unrecorded Conservation Easement at the Old Mill Farm Subdivision. Lot 9 and 9-1 have portions of each lot that were supposed to be under Conservation Easement. These easements were never recorded as was required on the plan.

In an effort to remedy the situation, Rex Gray's attorney contacted the town with a proposal that includes removing the easement from lot 9, and putting an easement on Lot 9-1 in its entirety. The Conservation Commission is amenable to this proposal. She believed this exchange would give more conservation land to the town.

John Segedy, who is an alternate on the Conservation Commission said that the exchange would not give the town more conservation land but it was enough to satisfy the open space requirement in the approval. Lot 9-1 gives better access to the river and trails that are in the process of being built by the Conservation Commission. The Conservation Commission did not have a problem with the change because Lot 9 had been sold to Life Forest which is a cemetery and the wetlands limit what can be done on the property.

Robyn Payson said that there are other items in the proposal that the Board of Selectmen need to address so this proposal is not settled. In the event the proposal is approved, Mr. Gray will have to submit updated plans showing the updated easement. He will not need to come back to the Planning Board for approval because there is no change to the subdivision plan other than the changes to the easement.

Robyn was asking the Planning Board for their opinion on the changes to the easement so she can report back to the Board of Selectmen.

Bob Hansen asked if the Life Forest owners had any opinion.

Melanie Bennet and John O'Neil from Life Forrest were present at the meeting.

Melanie Bennet said there is a lovely trail that runs through Life Forest. It is a right of way managed by the Hillsborough Conservation Commission. That trail leads directly to the conservation land in the back. She said they take a lot of pride in maintaining that trail so people can access it. Life Forest provides parking for the Hillsborough Conservation Commission. It is a Conservation Cemetery, so it is in line with conserving all of the surrounding lands.

Ms. Bennett said Life Forest provides a very nice quiet healing environment for people.

She said they want to be good neighbors and want to be involved in anything that's helping the environment and conserving the environment.

Bob Hansen complimented Life Forest for doing tremendous work and thanked them for being at the meeting.

Gary asked Robyn what she was looking for from the Board. She said that she was looking for a vote that stated the Planning Board was supportive of the change in the easement.

There was discussion about the concern this would set a precedent that could lead to more individuals not doing what they were supposed to and then coming back to the Board years later. Robyn said this was a unique situation and the Board always had the option add the condition that all easements be recorded before building permits could be issued.

Gary Sparks said that what was needed from the Planning Board was a Resolution in agreement with putting removing the Conservation Easement from lot 9 in exchange for the entirety of Lot 9-1 into a Conservation Easement.

Susanne White said “So moved” Bob Hansen seconded the motion.

Roll Call Vote-Jim Bailey-Y, Susanne White-Y, Gary Sparks-Y, Melinda Gehris-Y, Adam Charrette- Y, Ed Sauer- Y, Bob Hansen-Y, the motion carried and the decision of the Board will be communicated to the Board of Selectmen.

Robert Hansen made a motion to adjourn. Gary Sparks seconded the motion.

Meeting adjourned 8:03 pm.

Respectfully Submitted,

Robyn Payson, Planning Director

Town of Hillsborough
Right-to-Know Law Meeting Checklist
Meeting 02/17/2021

As Chair of the Hillsborough Planning Board, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Board is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to the meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, this is to confirm that we are:

We are utilizing the GoToMeeting platform for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through the GoToMeeting platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following:

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/541411149>

You can also dial in using your phone.

Phone Number: [+1 \(872\) 240-3212](tel:+18722403212)

Access Code: 541-411-149

We previously gave notice to the public of how to access the meeting using GoToMeeting and instructions are provided on the Town of Hillsborough's website at: www.town.hillsborough.nh.us.

If anybody has a problem, please call Planning Director, Robyn Payson at **603-464-7971** or email at: **robyn@hillsboroughnh.net**

In the event the public is unable to access the meeting, we will adjourn the meeting and have it rescheduled at that time.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

Let's start the meeting by taking a Roll Call attendance. When each member states their presence, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.