TOWN OF TILTON
PLANNING BOARD MEETING
JULY 23, 2002

MEMBERS PRESENT:
Chairman Mike Curley Vice Chair George Helwig
Michelle Jackson Katherine Dawson ,
Ex-Officio
Sandy Plessner

OTHERS PRESENT:
Tom Gallant Matthew Gallant
Rick Lepene Alice MacKinnon
Joe Plessner Bob Brown, Chairman,Board of Selectmen
Bob Brown, Chairman,Board of
Selectmen

AGENDA:
6:30 PM Call to order Minutes of June 25, 2002
Correspondence Any other business
Workshop on possible zoning and subdivision changes.

MEETING:
6:35 PM Call to order. Chairman Curley asked alternate Sandy Plessner to sit as a full member for the meeting. Chairman Curley asked if all had read the minutes of June 25, 2002. Michelle Jackson made a motion to accept the minutes of June 25, 2002 as written. George Helwig seconded the motion. No further discussion. All voted in favor.

Chairman Bob Brown and Town Administrator Alice MacKinnon spoke with the Board for a few minutes on the progress with John Richardson and the bonding required for the road he wanted to construct so that he could get his subdivision finalized and sell the newly created lots. Chairman Brown stated Center Sanders, engineer, had looked at the roadway plan and had
made a list of comments for the Selectmen Board. Chairman Brown continued by saying that Mr. Sanders had prior commitments and could not stay with the project so the Board had contacted another engineering firm. Chairman Brown stated they might use Vollmer Associates but could not confirm that until the Board of Selectmen met and approved it. Chairman Brown stated Vollmer did review the plans and gave the Town a list of comments and a break down of what the bond and escrow fees should be. Chairman Brown continued by saying that Mr. Richardson had thought $50,000 would cover the costs but Vollmer Associates had stated the bond amount should be for $70,000 to provide a cushion for any changes. The Chairman stated the maintenance fee for the bond would be 10% of the bond amount and the Board of Selectmen would hold the maintenance fee for up to one year after the road was completed. Chairman Brown stated he had told Mr. Richardson he could pick up a copy of the report to review and if he could not attend the next Selectman meeting, he could send any comments he would have as the Selectmen would be discussing the information at their meeting on Thursday, July 25th and would give their decision in regard to determining the bond amount, how much would be held in escrow and how long it would be held. Chairman Brown stated Mr. Richardson wanted to start construction in early August.

Alice MacKinnon told the Board that after reading the comments from the engineers, the road design did not meet the road specifications as outlined in the subdivision regulations. Chairman Curley stated that one of the conditions of approval had been compliance with the subdivision regulations. Ms. MacKinnon stated the only thing she felt Mr. Richardson could do was to go back to his engineer and address the problems the Town’s engineer had brought up.

Chairman Brown continued by telling the Planning Board that if there were any changes to the road design, the Selectmen would keep the Planning Board informed as to what was going on and any decisions that would be reached.

Michelle Jackson asked what would happen if Mr. Richardson did not accept the bond requirements and was told the new subdivision would not be approved and Mr. Richardson would
not be able to sell any of the new lots.

Discussion continued on various aspects of bonding and letters of credit, road specifications and the subdivision regulations. It was felt that if the applicant wanted to build the road, he needed to abide by the Town’s regulations. Chairman Brown told the Board he would keep them informed of what transpired at the Selectmen's meeting.

**CORRESPONDENCE:**

1. Letter dated 7/11/02 from the Department of Transportation asking for comments relative to potential impacts in regard to the reconfiguration and signalization of the intersection at Rt 3 and Clark Road.

2. Letter dated 7/18/02 from the Department of Transportation announcing a public meeting to review and discuss reconstructing the area of Route 3 east of the Shop and Save easterly approximately 1,500 feet to the Dairy Queen.

3. Department of Environmental Services Seasonal Dock Notification for Paul Wesson.

4. Department of Environmental Services Standard Dredge and Fill Application for Gerald Chaille.

5. Department of Environmental Services Standard Dredge and Fill Application for Domenic Canzano.

Several minutes were spent discussing various subjects, some of which were directly related to the correspondence for the evening. Chairman Curley discussed the public meeting scheduled for the reconstruction and signalization of the intersection for Clark Road and Rte. 3.

Other items discussed were vendor's permits and proposed changes to the Town ordinance in regard to them.

Katherine Dawson mentioned changing the subdivision regulations to be more explicit about the road design and a Town appointed engineer to oversee construction. After a general discussion, Ms. Dawson made a motion to enter into
discussion to amend the subdivision regulations for road design and development. Michelle Jackson seconded the motion. Hearing no further discussion, the Chairman called for a vote. All voted in favor. Discussion continued on the subdivision regulations and how the change would be noticed for the upcoming meeting.

8:20 PM  Rick Lepene, Tom and Matthew Gallant spoke with the Board conceptually regarding cluster type development which would be located in the Regional Commercial District.

Even though they knew residential cluster housing would also need a variance from the Zoning Board, they felt a 55 + housing development of 75 to 100 units and community building would be ideal for the location they had in mind. What they were really looking for from the Planning Board at this point in time was how to calculate the density requirements for a cluster type development.

Mr. Lepene stated for clarification, that where ever they would go they would still have the need to deduct wetlands from the area. Wetland factors, as Mr. Lepene stated he understood it, was based on the Belknap County Soils Conservation Service of poorly drained and very poorly drained soils.

Michelle Jackson stated that based on a conversation she had with someone from the Tilton Conservation Commission, with wetlands there was no limiting factor, it could be wet, it could be plants or it could be soils. Ms. Jackson stated anyone of them could qualify; individually or together. Discussion continued on for several minutes on what the zoning regulations said and what the Board wanted to use. The Board decided it would look into the matter and get something in writing so there would be no confusion in the future.

Mr. Gallant told the Board he and his partners were doing an exploratory study to see if a project such as this would be feasible. Mr. Gallant stated;

1. The proposed project was a 55 and over community.

2. There would be a 3,000 square foot community
building reserved for the elderly from Tilton and Northfield.

3. They would like to get Meals on Wheels and the Visiting Nurses Association into the project as well.

George Helwig asked if there would be any subsidies and Mr. Gallant replied there would not.

Chairman Curley asked how many units they would have and Mr. Gallant replied they would like 100 units phased in over an 8 to 10 year period.

Mr. Gallant stated he and his partners felt the location was good, it had sewer and water, the 55 and over could walk to the downtown area and Mr. Gallant added, it would stop the retail growth from encroaching into the downtown area.

Discussion continued concerning the proposed development and what the lot sizes and the density requirements would be as well as questions concerning the wetland issues and whether or not the wetland areas could be counted as green space. Mr. Gallant asked the Board members what their thoughts were in regard to what they had heard.

Katherine Dawson stated she thought it was a good idea and the impact on the Town would be minimal.

Sandy Plessner stated the only concern she would have would be a curb cut because of the traffic conditions and the topographical conditions of the property. Mr. Gallant stated he had a plan for that as, he agreed, it was a concern.

9:00 PM Discussion on proposed zoning changes and alterations to the subdivision regulations covered everything from adjusting the signage for the downtown to unifying the definition of wetlands in the different regulations. Some of the items discussed included;

1. Downtown-Limit downtown signage to 24 square feet attached to building. No free standing signage.

2. No signage would be permitted on public sidewalks.

3. Limit time allowance on temporary signage.
4. Correct descriptive paragraph on MR District.

5. Signage should contain some verbiage concerning banners, flags, and flag poll heights.

6. Some kind of parking regulations.

7. Something addressing green space regulations. (Copies of other Towns regulations were sent from Lakes Region Planning Commission and were distributed to the Board members.)

Katherine Dawson felt signage on the sidewalk could be a public safety issue and should be a Town ordinance. After discussion, it was agreed it should read, "No display signage on public sidewalks."

Other items were considered briefly, but because of the time, were tabled until the next meeting.

9:35 PM Meeting adjourned.

Minutes prepared by, Sandy Plessner