TOWN OF TILTON
PLANNING BOARD
MEETING
JANUARY 28, 2003

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

OTHERS PRESENT:
Jon Rokeh                                            Bill Letendre
William Letendre                                  Joe Plessner

AGENDA:
6:30 PM        Call to order
               Minutes of 1/14/03
               Correspondence
               Any other business

Workshop on the Vollmer draft of the Road design draft for the
Subdivision Regulations.

CORRESPONDENCE:
1.                  News letter from U.N.H. Cooperative Extension,
                   Winter 2003

2.                  Winter 2003 publication called “The Source”.

3.                  Letter dated 1/23/03 from the NH Association of Natural
                   Resource Scientists along with newsletter and copy of the
                   2002-2003 membership directory.

4.                  Flyer advertising documentary airing 1/29/03 at 8:00 PM
                   on Public Broadcasting called Livable Landscapes.

5.                  Post card from NH Office of State Planning announcing
MEETING:

6:35 PM Call to order. Chairman Curley asked alternate Sandy Plessner to sit as a full member for the meeting. The Chairman asked if all the members had read the minutes of January 14, 2003. Michelle Jackson made a motion to approve the minutes of January 14, 2003 as written. George Helwig seconded the motion. No further discussion. All voted in favor.

Board members spent the evening going over the draft Vollmer had sent regarding road design and construction standards. Each section was discussed and changed where needed. Changes included:

1. On page 2, two new definitions for 3.14 observation escrow and 3.35 record drawings where listed as new definitions but no definitions were added on page 3 or 4.

2. On page 3 and 4 the numbering assigned to each definition do not match the numbering on the chart on page 2.

3. On page 6, the sentence for 4.13 was changed to read, “All Subdivision Applications shall be subject to the following fee schedule (Table 1) (Remove with a minimum application fee of $500.00.)

Change table to read:

<table>
<thead>
<tr>
<th>Item</th>
<th>All zoning districts</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Application Fee</td>
<td>$25.00</td>
<td></td>
</tr>
<tr>
<td>Each additional new lot fee</td>
<td>40.00</td>
<td></td>
</tr>
<tr>
<td>2. Notice to Abutters</td>
<td>5.00</td>
<td></td>
</tr>
<tr>
<td>3. Advertising</td>
<td>40.00</td>
<td></td>
</tr>
<tr>
<td>4. Recording Fee (per page)</td>
<td>30.00</td>
<td></td>
</tr>
</tbody>
</table>

Paragraph following Table One: Remove last sentence. (Unused monies....

Next sentence add: If necessary, The Town may require additional
fees when the complexity and uniqueness of the proposed project requires further review, observations or meetings. Unused additional fees shall be returned to the developer following final subdivision approval and plan signatures.

*Add new sentence:* A Town representative will take final plats to the Registry of Deeds to be recorded.

4. On page 8, part C. High Intensity Soil Study, to apply to Road Design Standards only.

5. Page 8, part D. Wetland Delineation: add, “Delineation of wetlands by a certified wetland scientist may be required by the Planning Board if conditions warrant it. (as per the meeting on February 11th, #5 page 8 part D is to be placed in the general subdivision regulations and not the roadway design area.)


On page 9 paragraph 7.4 part A. General: Change the last sentence to read, “Where an adjacent existing street from which access is gained to the subject property is deemed to be substandard by the Towns representative, the upgrading of said street shall be provided for, as may be required by the Town of Tilton.”

6. On page 10, part D There was some confusion as to what Table 1.0 was. Ask Vollmer representative to clarify.

7. On page 10, part E-4. Private Street –Omit last sentence. Will read, “All streets on property held under private ownership and are not maintained by the Town.

8. On page 11, part F-5. Last sentence change twelve to sixteen. Will read,

“Maximum driveway width for residential single family and duplex lots shall be sixteen (16) feet at the right-of-way with ten (10) foot radii at the edge of pavement of the street.” Ask Vollmer for comments.
9. On page 12, part O. Street name, change Board to Board of Selectmen. Will read, “Street names shall be subject to the approval by the Board of Selectmen, Police and Fire Department.”

10. On page 14, add new number 4 and change 4 to 5. Sight Distance. The new number 4 will read,

4. Maximum Grade on Private Roads; Where, in the opinion of the Board and where it has been demonstrated to the satisfaction of the Board by the applicant, that adherence to the maximum grade specified above will cause private roads to be constructed in what the Board considers to be excessive cuts or fills, a waiver from the above specified maximum grade may be granted, provided:

a. The Applicant provide written justification to the Board for the design of a roadway grade greater than eight percent (8%);

b. The maximum allowable grade of the private roadway improvements shall not exceed ten percent (10%).

c. Waiver, stating Town will not consider taking the private road to become a Town road to be signed by owner and Board of Selectmen recorded at the Registry of Deeds by the Town.

11. On page 19, top of page states that utilities shall be underground and shall be located a minimum of fifteen (15) feet off the centerline. Is this what Vollmer had in mind. Will this leave some utilities under the road?


Board members wanted it to be understood they preferred the design standards for all subdivisions be separate from the road design and construction standards.

Jon Rokeh, from Holden Engineering, joined the Board in discussion on a few of the items. During conversation concerning wetland delineation, Mr. Rokeh stated that on large projects if a site specific permit was required, delineation of wetlands would be done as a State
requirement. On smaller projects, the Board members felt delineation of wetlands could be required, if the Board deemed it necessary.

Mr. Rokeh told the Board he was in the process of designing a proposed plan that would have private roads and wondered if the HISS (High Intensity Soils Study) would be required for the whole property. Board members felt that the HISS was part of the road design and construction chapter and would apply to any roadway area.

Mr. Rokeh went on to explain the project he was working on had a private road and according to the draft the maximum grade would be 8% that had been 10% in the past. Mr. Rokeh stated that using the existing ground, if the rise was 8%, you would be cutting in 40 feet and a 10% grade would reduce the cut down into the teen range.

Discussion on the maximum grades, private roads and the terrain of the area continued. The Board decided to allow for the 10% for private roads with the understanding that to prevent such roads from becoming Town roads in the future, a document stating such would be signed by the owner and Board of Selectmen and filed at the registry. It was also noted that the Board would very much like to have Vollmer's opinion on this subject.

Other editorial changes had been sent to Vollmer earlier and were not further discussed by the Board.

9:00 PM Meeting adjourned.

Minutes prepared by,
Sandy Plessner