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

OTHERS PRESENT:
Peter Howard                                    Janie Piper
Stephen & Julia Nichols                    Noreen & George Stohrer
Calvin & Betty Brown                                Janice & David Piper
Merrill & Judith Jackson                   Michael Rutherford
Judy Tilton                                    Jonathan Scanlon
Linda Wojas                                    Frances & Vincent Garofalo
James Walker                                 Susan & Allen Blake
Don Roper                                       Mo Gagnon
Chuck Moretti                                   Rupert Dance
Scott Walker                                     Peter Stewart
Linda &Frank Dalton                         Gerry Chaille
Vin Mullankey                                   Doug Hammond
Joe McMenaman                                  Joe Plessner
Rick Lepene

AGENDA:

6:30 PM     Call to order.
            Minutes of August 26, 2003
            Correspondence & any other business

6:45 PM     Case #03-21-Site plan review for the Snuggle
Inn. Applicant proposes to run a bed and breakfast out of a home. Property is located at 14 Mountain View Drive, Tilton, NH 03276. Tax Map R-26 Lot 45 in the Medium Density Residential District.

7:00 PM    Case #03-22-Site Plan review for Judy Tilton.
Applicant proposes to change a two family home into commercial office space on the first floor and an apartment on the second floor. Property is located at 120 East Main Street, Tilton, NH 03276. Tax Map U-4 Lot 42 in the Mixed Use District.

7:20 PM    Case #03-23-Site Plan review for Freedom Honda Suzuki. Applicant proposes to build a sales and service facility for recreational vehicles. Property is located at 355 Laconia Road, Tilton, NH 03276 in the Resort Commercial District.

8:00 PM    Design Review for Doug Hammond from Channel Marine. Applicant to present conceptual plan for a boat sales and storage facility. Property is located at 954 Laconia Road, Tilton, NH 03276. Tax Map U-1 Lot 2 in Tilton, and Map 24 Lot 16 in Sanbornton. Property located in the Resort Commercial District in Tilton.

6:33 PM    Call to order. Chairman Curley asked if all of the members had read the minutes of August 26, 2003. Michelle Jackson made a motion to accept the minutes of August 26, 2003. George Helwig seconded the motion. No further discussion. All voted in favor.

CORRESPONDENCE:

1. Letter of deficiency from DES to Peter Paul regarding wetland file 2003-00297.

2. Letter from DES dated 8/26/03 acknowledging receipt of an application to construct a dam (for a detention pond) for Freedom Honda Suzuki on property owned by Allan & Susan Blake.

3. Letter from Captain Linda Wilking to William and Cheryl Joseph outlining what needed to be done to be
compliant with the State Fire Codes.


5. Letter concerning review of the Tilton Zoning Regulations by the Lakes Region Planning Commission and the approval for same by the Planning Board and the Board of Selectmen.

6:45 PM  Case #03-21 for Noreen and George Stohrer for a bed and breakfast called the Snuggle Inn. Hearing no disqualifications, Chairman Curley told the Board he found the application to be substantially complete and asked for a motion. Sandy Plessner made a motion to accept the application. George Helwig seconded the motion. No further discussion. All voted in favor.

Noreen Stohrer, property owner, told the Board there would be no structural changes to the property, they simple wanted to rent out spare bedrooms. Ms. Stohrer also stated they would be serving a continental breakfast so she would not be cooking.

Ms. Plessner told the Board she had had a phone call from Helen Nichols explaining she could not attend the meeting but wanted the Board to know she was personally against the project as she felt the neighborhood should remain residential.

Michelle Jackson asked what Ms. Stohrer had planned for parking and Ms. Stohrer explained they had two driveways for the cars to park on. Ms. Stohrer stated parking would not be more than one or two cars.

Sandy Plessner asked if Ms. Stohrer had spoken to the fire department at all. Ms. Stohrer stated she had spoken with Captain Wilking and she had been through the house and told Ms. Stohrer what she needed to do to be compliant and everything had been done except for one item. Ms. Stohrer stated Captain Wilking would be returning for a final inspection and would send a letter to the Planning Board when the inspection was complete.

Ms. Jackson asked if any food preparation would be done
and Ms. Stohrer replied she would only have a continental breakfast.

Ms. Stohrer was asked how many guests she anticipated and Ms. Stohrer stated it could possibly be four but she really did not feel she would have that many at one time.

When asked about signage, Ms. Stohrer stated “The Snuggle Inn” was written on the mail box and that was all she planned to have.

6:50 PM Open to public comment.

Janie Piper stated she had lived in the neighborhood a long time and did not approve of the business because of the lack of privacy it would cause her plus the reduction in property values. Ms. Piper stated the property was not a typical b&b property as it was a ranch house with one bathroom. Ms. Piper wondered if the current pumping station for the sewage was adequate for the additional people.

Ms. Piper continued by telling the Board she was concerned about the traffic issue. She wondered whether or not the Stohrer’s could have RV’s parked in their yard and used. Ms. Piper stated she felt there should not be any business in the neighborhood and to do so would open the door for other businesses. Ms. Piper asked how many quests Ms. Stohrer would be limited to and whether or not a b & b could be used as a boarding house without any special permits.

Ms. Stohrer addressed some of Ms. Pipers concerns by saying 1. parking was not an issue as one or two extra cars would not be a problem; 2. She could put up a fence for privacy for Ms. Piper but did not feel it would be a problem; 3. Ms. Stohrer did not feel there could be any traffic issues with only one or two extra cars. Ms. Stohrer stated RV’s could not be used as there were no facilities for water and sewer.

Merrill Jackson asked if once it was a B&B if the home could be expanded and was told it could possibly be expanded but an amended site plan would be required for approval.

Ms. Piper asked if the property were to be sold, could it remain a B&B and was told it could be.
Betty Brown asked what the definition of a B&B and a Boarding house was. Ms. Stohrer asked if that had anything to do with the two hockey players she had living with her. Ms. Stohrer stated the boys were like family and their living there had nothing to do with the B&B. Ms. Brown wondered if their being in the home changed the classification of the house from a B&B to a Boarding house which was not permitted in their zoning district.

Several minutes were spent going over the definitions of Rooming house, B&B’s and Inns. The Board acknowledged B&B’s were permitted in every district but rooming houses and Inns were not.

Ms. Stohrer told the Board they were guardians to one of the students and although one student was paying rent, he was like family. Ms. Stohrer wanted to know if everyone was saying the boy that was paying rent would have to move out. Michelle Jackson told Ms. Stohrer that was not what the Board was saying. Ms. Jackson stated all the board was doing was giving the definitions of Rooming House, Inns and B&B’s because it had been asked by Ms. Brown.

Ms. Brown stated she was not against B&B’s but did not want to see the property become a Rooming House. Ms. Brown wanted to know if the Board would be approving a B&B or a Rooming House.

Sandy Plessner stated the Board was hearing the application for a B&B. A rooming house was not applied for and was not under consideration.

Merrill Jackson stated he had moved to Mountain View Drive because of the neighborhood and he did not want to see a business there.

Discussion ensued with various aspects of the application. The number of bedrooms available for rent was clarified by Ms. Stohrer stating it was really only one bedroom to be rented. Ms. Jackson asked if Ms. Stohrer had formulated any plan for parking and Ms. Stohrer stated she did not anticipate any problems and did not see RV’s at her home as there were no facilities for them.
Ms. Brown asked what was the classification of this application if approved and was told it was for a B&B. Ms. Brown asked what was happening at the Stohrer home at the present time and Chairman Curley told Ms. Brown it was a separate issue and nothing to do with the application in front of the Board.

Ms. Stohrer asked if the boys would have to leave. Ms. Plessner stated the abutters had raised the issue of the boy paying rent and whether or not that meant she was running a rooming house. Ms. Plessner added that was not an issue before the Board.

Steven Nichols asked if this B&B was approved, would it open the opportunity for more B&B’s and was told B&B’s were permitted in all districts.

7:08 PM Close to public comment.

Chairman Curley went over the issues raised by the abutters.

Michelle Jackson, hearing no further discussion, made a motion to approve the site plan with conditions. The conditions were:

1. Fencing or shrubs for privacy as Ms. Stohrer had stated.
2. No commercial use of RV’s.
3. Compliance with State Fire codes.
4. Compliance with signage regulations.
5. Off street parking only.
6. No food service without proper permits.
7. No more than four transient tenants staying at the B&B at one time.

George Helwig seconded the motion. Chairman Curley stated the motion had been made to approve the site plan with conditions.
Ms. Piper asked if the abutters got to approve the shrubs and the type of fencing and was told the property belonged to the Stohrers and the abutters had no say in the type of shrubbery they might wish to plant or the fencing they would use. Ms. Jackson stated Ms. Stohrer had offered to put up the fencing or shrubbery and it was her decision to do what she wanted to.

Ms. Stohrer stated she and her husband did not want to disrupt the neighborhood so they were withdrawing their application. Ms. Jackson asked if Ms. Stohrer was sure as the motion for approval and the second was on the floor. Ms. Stohrer stated she was sure and then got up and she and Mr. Stohrer left.

7:20 PM Case #03-22 for a site plan for Judy Tilton. Hearing no disqualifications, Chairman Curley told the Board he had found the application to be substantially complete and asked for a motion. Sandy Plessner made a motion to accept the application. George Helwig seconded the motion. No further discussion. All voted in favor.

Judy Tilton, prospective owner, told the Board there would be no changes to the footprint of the building. Changes planned included:

1. The porches would be removed and rebuilt as the were rotted and the front porch would be made handicap accessible.

2. The rental unit on the first floor would be converted to a real estate office and the upstairs would remain a rental unit.

3. The house was on Town water and sewer.

Michelle Jackson asked about signage and Ms. Tilton stated she wasn’t sure yet but the signage would comply with the Town regulations.

When asked about lighting, Ms. Tilton explained the lights were downcast and on motion detectors. Ms. Tilton stated her primary hours of business would be from 9:00 AM to 5 PM but occasionally would have evening appointments which would
cause he lights to be on a little longer.

Chairman Curley asked if Ms. Tilton had applied for an updated curb cut. Ms. Tilton stated she had not but would take care of it.

Ms. Plessner asked if Ms. Tilton had spoken to Captain Wilking and Ms. Tilton told the Board Captain Wilking had been through the building and listed some things that would need to be addressed. Ms. Tilton stated Captain Wilking would do a return inspection and send a letter to the Planning Board with the results.

7:25 PM Open to public comment.

Jon Scanlon stated it would be nice to see the place cleaned up and he approved of the use.

Michael Rutherford stated he also approved of the proposed plans to clean up the property.

7:27 PM Close to public comment.

Hearing no further discussion, Michelle Jackson made a motion to accept the site plan with conditions. Conditions included:

1. An updated curb cut approval from DOT
2. Compliance with the Tilton signage regulations.
3. Down cast lighting.
4. Compliance with State Fire Codes.
5. Any State or Federal permits required.

George Helwig seconded the motion. No further discussion. All voted in favor.

7:30 PM Case #03-23 for a site plan for Freedom Honda. Hearing no disqualifications, Chairman Curley told the Board he had found the application to be substantially complete and asked for a motion. Sandy Plessner made a motion to accept the application. Michelle Jackson seconded the motion. No further discussion. All voted in favor.
After introducing the individuals attending to help answer questions, Peter Howard, from Steven Smith Associates, began by listing the following information.

1. Site, tax map R-21 Lot 13, contains 4.96 acres.
2. Easements for PSNH, a sewer line, and a railroad right of way existed.
3. Peter Schauer mapped the wetlands.
4. Soil type is mostly glacial till with a little sand.
5. ZBA Special Exception and Variance approvals on file.

Mr. Howard told the Board the Belmont site for Freedom Honda had been sold to the DOT and the owner was anxious to relocate the business and they hoped to develop this particular site. Mr. Howard then stated Freedom Honda sold motorcycles, snowmobiles and personal watercraft.

Mr. Howard continued by saying the proposed improvements included:

1. A 29,000 square foot show room and service shop, which consisted of a single floor built on a slab.
2. Building would be surrounded by grassed islands with curbed parking for 58 10’X20’ foot parking spaces. The front of the building would be the primary entrance.
3. An easement was being prepared for the ingress/egress on Gerald Chaillies property. There would be an entrance only on the corner of the property but the main ingress/ egress would be located on the Chaille property.
4. Second building, to be used for cold storage only, would be 10,500 square foot with a loading dock located in the area behind the main building.

Mr. Howard gave a brief description of the plan of development by stating the land would have a 2 to 1 cut from Rt. 3, level off for the building site with a retaining wall in front of the wetland area. Mr. Howard stated to accommodate the drainage, they had provided 800 feet
of grass-lined swale designed for velocities of 1 foot per second or less in design storms for treatment for runoff from the site. Mr. Howard took a few minutes to point out the location of the catch basins on the proposed plans and where the water would be directed from after leaving the basins.

Mr. Howard continued by stating the detention pond had been designed for up to a 50 year storm to accommodate the requirements of the DES Dam Bureau. Mr. Howard stated the reason they applied for a dam permit was it was required for any structure where there was a difference of 4 feet between the original ground and the height of the berm. Mr. Howard said in this particular case, the detention pond would be built up on the one side 5 to 6 feet so the permit was required.

Mr. Howard stated the treatment of the runoff would be primarily done in the grass lined treatment swales. The final treatment would be in the two bay detention basin blocked off by a stone dam through the middle of it. Most of the water would enter, go through the stone treatment outlet, through the structure and then be released into a level spreader before it went down into the drainage that went along the RR tracks and eventually into the lake. Mr. Howard then told the Board the drainage plan was currently under review by the site specific division of the DES.

Mr. Howard stated water for the site would be provided by a well.

Mr. Howard stated they had a permit from DES to make alterations and a connection to a private sewer line constructed by the Lochmere Country Club, which ran from the golf course down between the subject property and Gerry Chailles property to the interceptor. Mr. Howard stated that because of the grading, it was necessary for them to have to reconstruct part of the sewer line and add an additional manhole, drop the line down and bring it to an existing manhole a little further down the property. Mr. Howard stated there was an easement being worked out between Mr. Dance and Mr. Chaille as it is a private sewer line.

Landscaping- There was a brief description of where trees and plantings and grass islands would be located.
Lighting. Mr. Howard went over the location of the down lighting and Bollard type of lighting. (Lighting and landscaping plans part of site plan plats.)

Mr. Howard stated the Conservation Commission had questions concerning snow storage and storm water treatment. Mr. Howard stated they had designated a couple of areas for snow storage and the landscaping plan had allowed for the placement of snow storage plus the buildings have flat roofs so a lot of the snow would remain in place. Mr. Howard continued by stating the snow from the parking areas could be placed in the snow storage areas and if needed some of the snow could be bucketed over the retaining wall. Mr. Howard stated he believed there were other areas that could be used for snow storage in addition to the designated snow storage areas.

Signage: Mr. Howard stated the primary sign would be at the point of egress / ingress. The building would also be high enough to be seen (for signage) and a secondary sign at the entrance only curb cut on the westerly side of the Freedom Honda site.

Mr. Howard stated fire protection could be provided by in ground cistern and a sprinkler system in the building but it had not yet been designed.

Mr. Howard continued stating erosion controls would include silt fencing around disturbed areas, stone check dams in the swales, protection of the inlets and catch basins through out construction and treatment swales could help to trap any sediments.

Utilities would be underground.

Mr. Howard discussed whether or not the pond was large enough for a 25 to 50 year storm. He stated the pond had been sized to accommodate the requirements for the dam bureau.

To the question regarding adding oil/water separators to the basins, Mr. Howard stated he felt there was really only one catch basin where an oil / water separator might apply near the delivery area but an oil/water separator would not do much good in the drainage manhole which acted as an intersection for
drainage coming from the hill and the roof and just a little bit of the drive way before going on to the pond to be mitigated before leaving the site. Mr. Howard then stated the site specific and dam bureau divisions of DES were reviewing the site. Mr. Howard also added the DOT was reviewing the points of egress/ingress.

Sandy Plessner asked Mr. Howard how many square foot of signage did they plan. Mr. Howard stated they planned for two sign locations but the signage had not yet been designed so he did not know what the square footage would be yet. Ms. Plessner asked Mr. Howard if they were aware the signage shown on the Chaille property was off premise signage and was not permitted by the Tilton Zoning Regulations. Mr. Howard stated he was not aware of that.

George Helwig asked if the egress/ingress was a shared curb cut with the proposed hotel. Gerry Chaille stated this was a new curb cut, which was not the same as the proposed hotel.

George Helwig asked what the distance was between the two proposed curb cuts. (the ingress/egress for Freedom Honda and the Hotel) Mr. Chaille stated it was approximately 400 feet. Mr. Helwig spoke to Mr. Chaille briefly regarding the proposed curb cut for the hotel and asked if it were possible he would also use the Freedom Honda curb cut. Mr. Chaille stated it would be discussed.

Michelle Jackson discussed square footage of signage. Although they did not have a finalized signage plan, Mr. Dance stated he felt they would look at the distributor requirements and the Town requirements and determine the maximum amount of signage they could put up. Mr. Dance stated that considering the amount of product that he handled, he felt he needed the maximum amount of square footage he could get.

Ms. Jackson asked about Mr. Howard’s statement about putting snow over the embankment into the wetland as a backup. Ms. Jackson stated she didn’t feel it was a very good idea and they should keep the snow storage out of the wetland.

Ms. Jackson asked if they had approvals from the Sewer Commission and Mr. Howard stated they had submitted plans for
the alterations and they had approvals for that.

Ms. Jackson asked if, in the maintenance areas where hazardous waste might be were, there any floor drains planned and how was hazardous waste stored.

Mr. Howard stated there would be a clean off area for equipment and it would have a single floor drain with an oil/water separator the water would go through before being released. Ms. Jackson asked where it would be released to and Mr. Howard stated it could be released into the sewer line or if that was not allowed, it would be released into the drainage system they were proposing.

Ms. Jackson stated she did not think they would be permitted to discharge anything that could contain hazardous materials into the drainage. Ms. Jackson asked if the drainage from the oil/water separator would go into a dry well or the swales and was told it would go into the swales. Ms. Jackson asked if they would be required to get a discharge permit and Mr. Howard stated other projects he had done had not required a permit because of the job the oil/water separator provided. Ms. Jackson and Katherine Dawson both stated they did not know if the Sewer Commission would permit discharge into the sewer line.

Ms. Jackson asked if there would be any above or below ground storage of hazardous waste. Rupert Dance stated he had no underground storage but stored material in approved 55 gallon drum containers which were picked up by State approved facilities. Mr. Dance added that all waste materials were separated and stored in drums before removal.

Chairman Curley stated he had checked on the progress of the curb cut and was told DOT was only going to allow one curb cut and was talking about a shared driveway with Mr. Chaille. Don Roper stated he had spoken with Brent Steele and Jack Cilley and they were looking at whether or not they would need an outside lane but there was no question about the distance between the two curb cuts. Chairman Curley asked what the distance was to the top of the grade and Mr. Roper stated the State would be looking at that.
Ms. Jackson asked about the location of the metal recycling and dumpster and stated it should be located near a drain with an oil/water separator. Ms. Jackson asked where the drainage from the dumpster area went and was told it would go toward a catch basin with no oil/water separator.

Katherine Dawson asked if there was an alternative other than releasing the drainage from the internal floor drain into the sewer or swale area and was told there were holding tanks that could be used but a lot of fluid ended up being removed that way. Ms. Dawson asked if testing would be done before anything would be released into the swale from the floor drain to make sure it wasn’t contaminated. Mr. Howard stated maintenance on vehicles would be done on concrete floors where absorbent materials would be used to boom off any leaks. The area to clean off any dirt from equipment would be separate and the water would go through the oil/water separator. Mr. Howard stated most of the water would then flush through and he did not feel there would be a problem as the oil/water separator would be in place. Ms. Jackson stated that was making the presumption that only oil and water went into the separator but antifreeze and solvents could also be in the water. Ms. Jackson stated that if the Sewer Commission allowed this type of material in the sewer, she felt that would be the best way to handle the drainage. Ms. Jackson stated she did not feel they could get a discharge permit for releasing into the swale without significant testing required for things like solvents and antifreeze.

Discussion continued concerning the drainage. Mr. Dance added they were dealing with small recreational vehicles and mostly washing dust off for delivery. Mr. Dance added the clean off area with the floor drain was separate from the maintenance area. A brief discussion on how the areas were separated ensued. The discussion ended with the applicant saying he would check to see if the floor drain water could go into the sewer. Mr. Howard asked, so that the site plan could possibly be approved, to make the approval conditional with either a.) with oil/water separator connected to the municipal sewer or b.) Freedom Honda would not outlet to the swale.

Mr. Chaille stated if Freedom Honda drained into the sewer, he was going to ask for a manhole where they could
come in to the sewer to check for problems. Mr. Chaille stated that way, someone could go into the manhole to see who might be creating problems. Mr. Chaille felt this would be a good policy and prevent future problems between the two owners.

8:30 PM Open and close to public comment.

Several minutes were spent discussing various issues involved with the site plan including, the lighting would be downcast except for the Ballard type which would be low intensity and most of the lighting would be turned off when the business would be closed and further discussion on the items not yet designed or had questions remaining such as the signage and the drainage. Board members felt a continuation was in order so that more information could be provided. Michelle Jackson made a motion to continue the meeting to September 23rd at 8:15 PM. George Helwig seconded the motion. No further discussion. All voted in favor. The applicant will be provided with the list of concerns and unanswered questions. The list included:

1. Need Sewer approval for floor drains to oil/separater to sewer.

2. DOT curb cut approval

3. Easement approval for driveway and sewer.

4. All State and Federal permits required.

5. Sewer approvals.

6. No snow storage near wetland behind the retaining wall.

7. Compliance with signage regulations.

8. Compliance with State Fire Codes.


11. No surface or underground discharge of water
from floor drains.

12. Manhole on sewer system between Chaille property and Freedom Honda.

13. Snow storage sufficiency is in question.

14. Traffic study required if not required by DOT. (Board is concerned about the road conditions and the curb cuts for this and the Chaille property.)

8:45 PM Design Review for Doug Hammond from Channel Marine.

Rick Lepene, engineer, explained the applicant had also met with the Sanbornton Planning Board and had done a conceptual as part of the property was located in Sanbornton. The boat storage facility and part of the sales room would be located in Sanbornton. Mr. Lepene explained the applicant would also like to subdivide the property using acreage from both towns to create a second lot.

Discussion on various aspects such as the proposed use for sales and service of boats would require a special exception form the Zoning Board and the proposed use would fit the type of business the Master Plan had recommended for the area. The Board did not have any reply to the subdivision proposal as they felt there could be legal issues involved plus they did not know how Sanbornton would look at the possibility of a subdivision. Board members agreed the matter would need research before any subdivision plan could be approved or disapproved.

10:00 PM Meeting adjourned.

Minutes prepared by,
Sandy Plessner