TOWN OF TILTON
PLANNING BOARD MEETING
AUGUST 22, 2006

MEMBERS PRESENT:

Chairman Michelle Jackson          Sarah Paratore, Vice-Chair
George Helwig                          Katherine Dawson, Ex-Officio
Sandy Plessner

OTHERS PRESENT:

Richard Fink                          David Johnston
Jon Rokeh                              Deborah Morrison
Nick Canzano                           Rick O’Connell
Joe Plessner

AGENDA:

6:30 PM   Call to order.
Minutes of July 11, 2006
Correspondence and any other business

6:35 PM   Continuation of Case #06-12 for Johnston Development, LLC. (Hampton Inn)

7:00 PM   Case #06-18 for an amended site plan for Dana Bartlett. Applicant proposes to expand the dental office by adding a second floor for office space. Property is located at 944 Laconia Road, Tilton, NH 03276. Tax Map U-1 Lot 1 in the Resort Commercial District.

7:20 PM   Case #06-19 for an amended site plan for Kathleen McDonald. Applicant proposes to build a second floor on the existing structure for storage and office space. Property is located at 1013 Laconia Road, Tilton, NH 03276. Tax Map U-1 Lot 7 in the Resort Commercial District.

7:40 PM   Case #06-20 for a site plan for Lake Side Animal Hospital of Tilton. Applicants, Stephen & Jennifer Beaulieu, proposes to create a small animal/veterinary hospital that offers a full service of medical and surgical procedures and some retail services. Property is located at 552 Laconia Road, Tilton, NH 03276. Tax Map R-10 Lot 11 in the Mixed Use District.

MEETING:

6:30 PM   Call to order. Chairman Jackson asked alternate Sandy Plessner to sit as a full member for the meeting.

Chairman Jackson asked all the members if they had read the minutes of July 11, 2006. George Helwig made a motion to approve the minutes of July 11, 2006. Katherine Dawson seconded the motion. No further discussion. Motion carried.
CORRESPONDENCE:

1. Letter from DOT dated 8/22/06 to Kathleen McDonald referring to the driveway application #06264 submitted. Referencing “Administrative Rules for Permitting of Driveways and Other Accesses to the State Hwy System, Jan 1993”, Ms. McDonald was advised she would need to see the Town of Tilton Public Works Director regarding driveway approval.
2. Letter from the DOT regarding Driveway application # 06092 for David Johnston Development, LLC. Letter stated a permit was forthcoming once an approved final plan had been received.
3. Notice to Abutters from Wolfboro to the Town of Tilton regarding the installation of a wireless service tower and facilities.
4. DES Notice of Compliance and Release of Recordation for Administrative Order #WD06-022 for Carnoustie Centre, LLC and Konover Construction Corp.
5. DES letter dated 8/2/06 to Leif Traffie of Seven Points Development, LLC acknowledging receipt of a site investigation report prepared by ARC Environmental on behalf of Seven Points Development.
7. Letter from Gove Environmental to the Town of Tilton regarding wetlands on Mr. Virgin’s property.
8. A copy of parking regulations for the Board to consider.
9. Letter from the Town of Tilton to North Point Engineering, LLC regarding the site plan conditional approval for the Pizza Hut restaurant.
10. Copy of the Vollmer report and invoice for the Kohl’s site.
12. Copy of a GIS Survey requested by the Lakes Region Planning Commission.
13. Letter dated 7/25/06 to Allen Olbey advising him that off premise signage is not permitted in Tilton.
14. Letter from Allen Olbey to the Planning Board advising them that all off premise signage for the Fireworks Store had been removed.

Sandy Plessner told the Board she had received a telephone call from Dana Bartlett saying he was withdrawing his site plan as he had decided to do something else.

6:39 PM  Continuation of Case #06-12 for David Johnston Development, LLC for a “Hampton Inn”. Items Mr. Fink discussed included:

Richard Fink brought the Board up to date on the lighting plan and explained the lighting was designed so that the lighting would stay on site.

The dug well located on the property would be discontinued.

Applicant had applied to the State and had received permission from the DES to
demo the existing buildings. Board members stated a demo permit would also be required from the Town.

Free-standing sign would be about 42 square feet and the applicant was asking for a waiver from the Board. Board members explained the signage regulations were part of the zoning regulations and would require a variance from the Board of Adjustment as the Planning Board could not issue a waiver. Mr. Fink stated they would design the sign to be a little smaller.

No driveway permit has been issued although a letter from John Pillsbury did state the DOT would issue a permit once an approved site plan had been submitted.

Applicant now has a conditional approval from the Sewer Commission. Mr. Fink explained the applicant and the Town would have to apply for a permit to go under the railroad bed and that the line to the interceptor would belong to the Town when the job was completed.

Site specific is in progress with the State.

Discussion turned to the drainage plan for the site. Jon Rokeh, engineer hired to do a peer review, explained the infiltration system to the Board and assured the Board the system would work and that the drainage would remain on site. Mr. Rokeh explained he had met with Mr. Fink and they had worked together to make changes to the plan and stated the analysis worked. Mr. Rokeh stated spot elevations were added to the plan for clarity. When asked if the roof drainage was connected to the drainage, Mr. Rokeh stated it was. Board Members asked that the location where it connected to the drainage be shown on the plan.

Chairman Jackson asked if there was a maintenance schedule. Mr. Rokeh replied the applicant had stated the system was private and a schedule was not needed.

Discussion ensued regarding oil/water separators and maintenance plans. Chairman Jackson explained that because drainage eventually ended up discharging to the wetland area in the back, she would like to see an oil/water separator in line to know that everything was being done to protect the wetland area from contamination. Chairman Jackson continued by saying the reason the Board issues the condition of maintenance schedules is make the applicant more aware that the system only works if maintained and the Town wants to know it is being done. Mr. Rokeh suggested a modified type of oil/water separator that could be added to the last catch basin in line before the drainage pipe and it could easily be maintained once a year or whatever the specs would call for.

7:05 PM Open to public comment.

Joe Plessner asked if the infiltration system would freeze in the
winter time. Mr. Rokeh explained the perforated pipes were down 6 to 7 feet with a \( \frac{1}{2} \% \) of positive slope and stated the system would not freeze. Mr. Rokeh confirmed the site was a sandy mixture. When asked if the detention pond would freeze, Mr. Rokeh stated water would not stay in the detention pond as that was not the design of the system. Mr. Fink stated he had run the calculations for a 100 year storm and he could not fill the detention pond.

7:15 PM Close to public comment.

Chairman Jackson asked if the applicant was keeping the 111 parking spaces discussed at an earlier meeting and Mr. Fink stated they were. Katherine Dawson asked about the agreement with the Sewer Commission and the details were discussed again.

Hearing no further discussion, Chairman Jackson made a motion to approve the site plan for Case #06-12 for David Johnston Development, LLC for a “Hampton Inn” with the following conditions.

1. Compliance with State Fire Codes
2. Obtain an updated DOT driveway permit and compliance with any conditions listed for such.
3. All exterior lighting will be downcast.
4. Compliance with Tilton signage regulations and provide a corrected plan for the sign.
5. Obtain Town permit for demolition of existing buildings
6. Properly close the out of use well on the site as per DES recommendations
7. Use proper barriers and sediment controls to protect abutting wetlands during construction
8. Use proper storage for all pool chemicals
9. Maintain the 111 parking spaces
10. Limit construction hours to 7AM to 6PM
11. Infiltration catch basin to be modified with a hood to act as an oil/water separator before discharge. The catch basin is the farthest eastern catch basin along the eastern property line.
12. Provide a maintenance plan for the oil/water separator and the retention pond
13. Obtain all easements for utilities
14. Compliance with any conditions provided by the Tilton Northfield Fire Department
15. Add roof discharge point to the plan
16. Compliance with any conditions provided by the Sewer Commission

George Helwig seconded the motion. No further discussion. Motion carried.

7:20 PM Case #06-19 for an amended site plan for Kathleen McDonald. Hearing no disqualifications, Chairman Jackson stated she had reviewed the application and it appeared 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. Motion passed.

Nick Canzano, representing the owner, told the Board they were running out of room in the building and would like to add a second story to the building for storage and office space.

Sandy Plessner asked if the structure could support another floor. Mr. Canzano stated the structure was on a slab and should have no trouble supporting a second floor but would get a structural engineer to look at it if the Board felt it were necessary. Joe Plessner, building inspector, stated he would require that information before he would issue a building permit.

When asked what the building height would be after the floor was added, Mr. Canzano stated the building would be 18 to 20 feet on one side and 16 to 17 feet on the other side. Mr. Canzano was asked if he had spoken to the Fire Department yet, he stated they had not. Chairman Jackson asked if they did maintenance work in the building. Mr. Canzano stated the maintenance work was done in the garage behind the main building. Chairman Jackson asked if they kept any flammables in the structure and was told they did not.

7:25 PM Open to public comment.

Debbie Morrison, abutter, stated there was a lot of congestion from the trucks with trailers bringing in the jet skis. Ms. Morrison stated the customers were always parking in front of her store so her customers didn’t have a place to park and the people at this business were very disruptive. Ms. Morrison stated they were even shooting fireworks and she did not feel it was a good idea to allow them to expand.

Chairman Jackson asked why the jet skis were there as they were not approved for any jet ski business. Mr. Canzano stated they took the jet skis there for repair and they took them down to the water to test them when they were finished with the repairs.

Mr. O’Connell stated the vendors coming for Ms. Morrison’s store blocked his business and traffic. Words went back and forth from each of the individuals. Chairman Jackson stated she felt this was not the time or the place for this and if there were a problem, the police should be called. Discussion turned to whether or not the area should be marked “No Parking”. Further investigation will be required.

7:30 PM Close to public comment.

Hearing no further discussion, Chairman Jackson made a motion to approve the amended site plan for Case #06-19 for Kathleen McDonald with the following conditions.
1. Contact the Tilton/Northfield Fire Department and comply with any of their recommendations.
2. Obtain all State, Federal, and Local permits required.
3. Compliance with state Fire Codes.
4. Provide documentation from a structural engineer stating the existing building would support a second floor.

George Helwig seconded the motion. No further discussion. Motion carried.

7:40 PM Case #06-20 for a site plan for Lake Side Animal Hospital. Hearing no disqualifications, Chairman Jackson stated she had reviewed the application and found it to be substantially complete and asked for a motion. Sandy Plessner made a motion to accept the application. Sarah Paratore seconded the motion. No further discussion. Motion carried.

Chairman Jackson stated she saw they had already seen the Zoning Board of Adjustment and had received the special exception required for a veterinary practice.

Jennifer and Stephen Beaulieu told the Board they were there proposing to establish a veterinary hospital consisting of the practice of small animal medicine and surgery and to have some retail lease space. The Beaulieus continued by saying the site already had parking in the front of the building but they were proposing to add parking behind the building for staff parking.

The Beaulieus stated they would be renovating the interior to create the veterinary practice. Mr. Beaulieu stated the actual building was about 4,000 square feet and they would use about 3,000 square foot of that space and have 1,000 square foot for retail lease space.

The roof would be repaired and the siding would be changed. The Beaulieus stated they would utilize the same location for signage but would upgrade the sign posts. Their actual sign would be no larger than what was currently there. The Beaulieus had spoken with the fire department and the estimate to do the renovations included the fire departments recommendations. They would have a Mango fire alarm system that would be connected to the fire department and meet fire codes.

When asked, the Beaulieus stated they did not plan to add any new pavement to the site; there would be no dog runs outdoors and they would not be doing any cremations. When asked, Jennifer stated that all medical waste was stored in a “Sharps” container as per OSHA regulations and picked up. Ms. Beaulieu was asked if the waste was stored indoors and she stated it was.

The 1,000 square foot of retail lease space was discussed. Board members stated depending on what would be leasing the space, a site plan may be required. Exterior lighting was discussed and the Beaulieus understood downcast type of lighting should be used if added.
7:50 PM Open to public comment.

Richard O’Connell asked if the applicant was purchasing the property and was told they were.

7:55 PM Close to public comment.

Hearing no further discussion, Chairman Jackson made a motion to approve the site plan for Case #06-20 for Jennifer and Stephen Beaulieu for the Lake Side Animal Hospital with a the following conditions.

1. Compliance with the State Fire Codes.
2. Compliance with the Fire Department letter dated 6/24/06 which stated:
   1. The garage area must be separated from the main building with a 1-hour fire rated separation. A 5/8” fire rated sheet rock will provide a 1-hour rating. This wall must be continuous from the floor to the roof. If a door between the two spaces is provided, this door must also be 1-hour rated. 2. The electrical system must be evaluated by a licensed electrician and upgraded as needed in accordance with NFPA 70 National Electrical Code, 2005 edition. 3. Exit signs are required at all exits. 4. Emergency lighting is required for each exit access. 5. Tilton-Northfield Fire and EMS requires a monitored fire alarm system be installed in accordance with NFPA 72 National Fire Alarm Code, 2002 edition. 6. A sprinkler system in accordance with NFPA 13 Standard for the Installation of Sprinkler Systems, 2002 is not required, however, is recommended. 7. Outside vegetation must be kept clear of the building. 8. Supra Safe key box is required. (application obtained from the fire department) 9. One front and one rear exit is adequate.
3. Compliance with the Tilton Signage Regulations. Applicant volunteered to remove the temporary reader board sign.
4. Obtain DOT driveway permit and comply with any conditions of such.
5. Compliance with disposal requirements for medical waste and that waste be stored indoors until pick up.
6. Approval does not include expansion of impervious surfaces.
7. All exterior lighting to be downcast.
8. Approval is for a veterinary hospital and retail space. Other tenants may require further site plan approval

Sarah Paratore seconded the motion. No further discussion. Motion carried.

Nick Canzano spent a few minutes conceptually discussing the proposed South Bay project by asking a few questions so that the final site plan could be completed and scheduled for Planning Board review.
Mr. Canzano showed a conceptual plan showing about where the cottages would sit. Mr. Canzano stated originally they had thought they would put the cottages on foundations but decided that would disturb the site too much so they would be placed on sauna tube pilings. Mr. Canzano stated the engineer was looking at the drainage for the site to see what, if anything, would be needed. Mr. Canzano stated the upper area would be cleaned out and a residence for Mr. O’Connell would be built.

Discussion ensued regarding the second residence on the property as only one dwelling unit is permitted on a lot in the Resort Commercial District. Mr. Canzano was told Cluster Housing had been approved in that district and having sewer would enable them to put a couple of residential units on the property as long as they also provided open space. Another suggestion was whether or not it was possible to do a subdivision. Mr. Canzano and Mr. O’Connell thanked the Board for their time and said they had a better understanding of the regulations.

Sandy Plessner discussed the Lakes Region Planning Commission and the work that would be beginning soon to create a Capital Improvement Plan and Impact Fee Regulations. Ms. Plessner told the Board she had heard from Mike Izard and he wanted to know if the Planning Board was going to create a committee to work on the CIP. Board members felt a committee made up of the different departments that would be part of the CIP would work the best. Katherine Dawson, Selectman, stated the Board of Selectmen could help organize a committee.

8:30 PM Meeting adjourned.

Minutes prepare by,
Sandy Plessner