TOWN OF TILTON
PLANNING BOARD MEETING
SEPTEMBER 12, 2006

MEMBERS PRESENT:

Chairman Michelle Jackson
Mike Curley
Sandy Plessner

Sarah Paratore, Vice-Chair
Albert LaPlante, alternate Ex-Officio

OTHERS PRESENT:

Cynthia Clogston
Kathy Lombard
Lisa Swancott
Dick Rayno
Tracey Sweeney
Tracy Scott
Jeffrey Garcia
Friedrich Moeckel
Justin Doughty
Joe Plessner

Andrea Hamel
Judy King
Jim Swancott
Sue Rayno
Rosemary Gauthier
Judy Tilton
Bill Goebel
Sarandis Karathanasis
Tony Marcotte

AGENDA:

6:30 PM Call to order
Minutes of August 22, 2006
Correspondence and any other business

6:35 PM Case #06-21 for an amended site plan for Northfield New England Property, LLC. Applicant proposes to add an apartment to an existing structure. Property is located at 14 Winter Street, Tilton, NH 03276. Tax Map U-6 Lot 22 in the Mixed Use District.

6:50 PM Case #06-22 for a site plan for Judy King & Andrea Hamel. Applicant proposes to use outbuilding for a woodshop home business. Property is located at 359 Calef Hill Road, Tilton, NH 03276. Tax Map R-2 Lot 19 in the Rural Agricultural District.

7:10 PM Case #06-23 for an amended site plan for First Student. Applicant proposes to move existing dispatch office and bus parking lot to new site. Property is located at 558 W. Main Street, Tilton, NH 03276. Tax Map R-26 Lot 15 in the General Commercial District.

7:30 PM Case #06-24 for a site plan review for Scott Colgan. Applicant proposes to create a boarding/rooming house in an existing structure. Property is located at 154 E. Main Street, Tilton, NH 03276. Tax Map U-4 Lot 61 in the Mixed Use District.
7:45 PM Case #06-25 for a lot line adjustment for Victor Virgin. Applicant proposes to merge R-3 Lot 7-100 and R-3 Lot 7-200 to create one 15.77 acre lot. Applicant will also remove the common line between R-3 Lot 7-200 and lot 7-300 to leave Lot 7-300 with 3.77 acres. Property is located on School Street and March road, Tilton, NH 03276. Tax Map R-3 Lots 7-100, 7-200, & 7-300 in the Rural Agricultural District.

8:00 PM Design site plan review for Mark Investments. Applicant to discuss proposed plans (Walgreens Drug Store) for tax map R-23 lot 1 located in the Regional Commercial District. Conceptual: Tony Marcotte to ask advice from the board on a possible subdivision of property located at 11-0 Colby Road, Tilton, NH 03276. Tax Map R-17 Lot 12A in the Medium Density Residential District.

MEETING:

6:30 PM Call to order. Selectman Albert LaPlante sat as an ex-officio for Selectman Katherine Dawson.

Chairman Jackson asked alternate Sandy Plessner to sit as a full member for the meeting. A quorum was not present from the last meeting so Chairman Jackson asked that consideration of approval of minutes from August 22, 2006 be held until the September 26th meeting.

Sandy Plessner told the Board the Planning and Zoning Boards would have a workshop with Attorney Mark Puffer on September 26th to learn about all the land use law changes and have a question and answer period.

CORRESPONDENCE:

2. Memorandum from the Office of Energy and Planning concerning the Fall Planning and Zoning Conference
3. Letter from the State of NH Department of Transportation announcing a scoping meeting on September 20th at 10 AM at the John O Morton Building in Concord. The scoping meeting is for a 14,550 square foot proposed Walgreens drug store.

6:35 PM Case #06-21 for an amended site plan for Northfield New England Property, LLC. Hearing no disqualifications, Chairman Jackson told the Board 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. Mike Curley seconded the motion. No further discussion. Motion carried.
Lisa and Jim Swancott, owners, explained the exterior of the building would not be changed as the previous owner had removed the garage doors and installed windows and a door. Ms. Swancott stated they had received a variance approval from the Zoning Board of Adjustment because of the density regulations. Ms. Swancott stated she had spoken with the Fire Inspector and he had told them they would need a second aggress window in the bedroom, 5/8” layer of fire rated sheetrock between the storage area and the apartment, a 5/8” layer of fire rated sheetrock on the ceiling and the bedroom and living room would be required to have hardwired smoke detectors.

When asked, Ms. Swancott stated any exterior lighting would be downcast. Parking was discussed. Site had ample parking. Chairman Jackson asked if they planned on any additional paving on the site and Ms. Swancott stated they would not as the Zoning Board had told them it would require another variance because of the lot coverage. Mr. Swancott stated the DOT permit was requiring they pave the entrances to the property but they had been paved years ago and needed repair.

6:45 PM Open and close to public comment as no one asked to speak.

Hearing no further discussion, Chairman Jackson made a motion to approve Case #06-21 for an amended site plan for Northfield New England Property with the following conditions.

1. Compliance with State Fire Codes and any conditions required by the Tilton/Northfield Fire department for subject property.
2. Furnish copy of the amended DOT driveway permit.
3. Approval does not include any additional impervious surface.
4. Compliance with the Zoning Board of Adjustment condition which stated Compliance with State Fire Codes.
5. Exterior lighting to be downcast.

Mike Curley seconded the motion. No further discussion. Motion carried.

6:50 PM Case #06-22 for a site plan for Judy King and Andrea Hamel.

Chairman Jackson recused herself from this case as she is an abutter to the property. Vice-Chairman Sarah Paratore was acting Chair for the case.

Hearing no disqualifications, Chairman Paratore told the Board the application appeared to be substantially complete and asked for a motion. Sandy Plessner made a motion to accept the application. Mike Curley seconded the motion. No further discussion. Motion carried.

Judy King told the Board they were purchasing the property and wanted to have a small wood working home business in the garage (barn) located behind the home. When asked if it would be a full time job, Ms. King replied she and Ms. Hamel both worked full time and that this would be part time; perhaps three evenings a week with work stopping around 8 PM. Ms. King continued by saying they really did not have customers visit the
site as they usually went to the customer and only occasionally a customer might stop by to look at specific choices they might have to make such as stain color or trim. Ms. King stated they didn’t just make furniture; they made whatever was ordered.

When asked about deliveries, Ms. King stated they might require deliveries once or twice a month.

Solvents were discussed and Ms. King stated they would be stored in metal containers.

6:55 PM Open to public comment.

Michelle Jackson, abutter, asked Ms. King and Ms. Hamel if they would work inside the building as the business was being located in a residential area and it was their responsibility to not disturb the neighborhood with excess noise.

Ms. Jackson asked if the building had floor drains and was told no. Ms. Jackson asked what the floor was made of that they would be working on and was told it was concrete. Ms. Jackson asked if the noise level got loud, if the applicant could work with the windows and doors closed.

7:00 PM Close to public comment.

Chairman Paratore asked if the Board had any comments or questions. Albert LaPlante asked about the stains, solvents and the rags the applicants would be using. There was a general discussion regarding keeping the solvents in metal containers and properly disposing of the rags.

Hearing no further discussion, Sandy Plessner made a motion to approve the site plan for Case #06-22 for Judy King and Andrea Hamel with the following conditions.

1. Compliance with State Fire Codes and check with the Fire Department on the proper way to handle and store chemicals. (Stains and solvents)
2. Furnish copy of amended DOT driveway permit.
3. Business will be conducted in a residential area and it is the applicant’s responsibility to respect the fact that they are in a residential area and work inside the barn (garage) for noise control and if the applicant finds they are creating a lot of noise, to close the doors to the barn to help reduce the noise levels for the neighbors.
4. Exterior lighting to be downcast.
5. Compliance with the Home Business zoning regulations. Copy will be attached to the notice of decision.

Mike Curley seconded the motion. No further discussion. Motion carried.
Chairman Jackson rejoined the Board. Case #06-23 for an amended site plan for First Student. This property had previously been approved for a commercial use and the applicant was in to change the use of the property.

Hearing no disqualifications, Chairman Jackson told the Board she had looked at 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.

Tracy Scott, representing First Student, told the Board the site had previously been approved to have a storage facility on the property and that the septic design had been installed and was waiting for final approval before closing it in. Mr. Scott stated the DOT driveway permit had been issued and they had done the paving that the DOT had required. Mr. Scott stated they had put crushed stone 8” thick on the area where the buses would be parked; fencing was installed on both sides of the property with 3 lengths of fencing along the back to shelter the neighbors from the site. Mr. Scott stated they also put in the retention pond and increased the height of the berm to give additional protection to the neighbors and that there was ample snow storage for the site along the back of the property.

When asked, Mr. Scott stated there would be no additional paving on the site.

Mr. Scott continued by saying he was moving his business to this location from a few doors down. Mr. Scott stated the duplex model they used as an office would be moved to the site and there would be another smaller model to be used for training. There would also be small utility sheds for storage.

Mr. Scott stated no maintenance would be done on site other than toping off fluids on the buses. Mr. Scott stated they would not be washing buses at the site. Mr. Scott continued by saying his company was coming out to do an assessment of the site because First Student cares about the environment. When asked, Mr. Scott stated there would be no storage of fuel on the site and that the buildings would be heated with electric heat.

Mr. Scott stated the utilities would be underground. Mike Curley asked about the lighting. Mr. Scott stated the lighting consisted of a motion sensory light on the building and the light that is located on the pole that exists on the site. Mr. Scott stated they may have small lights around the site for security. Mr. Curley stated the lighting should be downcast and Mr. Scott agreed.

Discussion turned to the oil and antifreeze kept on site and Mr. Scott stated he would have no more than 10 to 12 gallons on site at any one time. When asked if he had spoken to the fire department, Mr. Scott stated he had not but they had visited the other site and found no problems.
Signage was discussed. Mr. Scott stated he would be using the existing signage located on the site. A few minutes were spent discussing the regulations and Mr. Scott stated he was not looking for any signage that would not conform to the regulations.

Chairman Jackson stated the retention pond was not shown on the plan and should be added. Mr. Scott agreed.

7:35 PM Open to public comment.

Judy Tilton asked if all the drainage was in place as that had been a complaint from one of the tenants on her property. Mr. Scott stated the berm was in place as was the retention pond.

7:40 PM Close to public comment.

Hearing no further discussion, Chairman Jackson made a motion to approve Case #06-23 for First Student for an amended site plan with the following conditions.

1. Compliance with State Fire Codes.
2. Furnish copy of amended DOT driveway permit.
3. Approval does not include any additional impervious surface.
4. Compliance with the Tilton signage regulations.
5. Exterior lighting to be downcast.
6. No vehicle maintenance done on site.
7. No vehicle washing on site.
8. Add retention pond to the site plan.
9. Provide a copy of the preliminary environmental report.
10. Consult fire department regarding oil/petroleum product storage and comply with their recommendations.

Sandy Plessner seconded the motion. No further discussion. Motion carried.

7:40 PM Case #06-24 for a site plan for Scott Colgan. The land use office received a call earlier in the day that this case was withdrawn.

7:45 PM Case #06-25 for a lot line adjustment for Victor Virgin.

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. Mike Curley seconded the motion. No further discussion. Motion carried.

Tracey Sweeney, engineer, told the Board he had found an error on the plan submitted and brought in new plans to replace the plans presented with the application. The error had been on the total acreage shown after merging lots 100 and 200 together. The original plan showed 16.51 acres when it was actually 15.77 acres.
Mr. Sweeney stated what they were proposing was to merge lots 7-100 and 7-200 together to create one lot and to move the lot line on lot 7-300 to remove the easement placed there previously as an access for lot 7-200. Mr. Sweeney stated the access was no longer needed as 7-200 would become part of 7-100.

Mr. Sweeney told the board that because there was a small sliver of land in Sanbornton, they were on the Sanbornton Planning Board’s schedule for approval as well, as their signature was required on the mylar that would be recorded.

The driveway curb cuts were discussed. Mr. Sweeney stated the curb cuts for lots 7-300 and 7-400 would remain the same and a DOT driveway permit was in place. Sandy Plessner asked if the owner had met with the Public Works Director for the Town of Tilton regarding driveways on March Road as March Road was a town road in both Sanbornton and Tilton. Ms. Plessner stated the section of road in question was in Tilton. Mr. Sweeney stated he did not know whether or not Mr. Virgin had met with the Town Public Works Director but would see to it that he did.

7:50 PM  
Open and close to public comment as no one asked to speak.

Hearing no further discussion, Sandy Plessner made a motion to approve Case #06-25 for a lot line adjustment for Victor Virgin with the following condition.

1. Driveway curb cuts on March Road must be approved by the Public Works Director.

Chairman Jackson seconded the motion. No further discussion. Motion carried.

8:00 PM  
Design site plan review for Mark Investments.

After introductions, Bill Goebel gave the Board a brief description of the site located on the corner of Rt. 3 and Rt. 132 or Sanborn Road. (Kalliope’s Restaurant) Mr. Goebel stated they had the wetlands flagged by N.H. Soils and that the site had no storm water management at the present time. Mr. Goebel stated they were proposing a 14,000 square foot Walgreens for the site as the site offered good presence.

Mr. Goebel stated the drug store would have one primary entrance to the building; it would be a full service drug store with a drop off and pick up window for prescriptions. Mr. Goebel stated the traffic would flow one way around the building with two way movement around the parking areas which would have 66 parking spaces with some handicap access spots.

Mr. Goebel stated they had pushed the development to the north but were proposing to fill in one finger of the wetlands. Mr. Goebel stated they had met with the DES about the filling, which would amount to about 4,000 square feet. Mr. Goebel stated they also would have a 4 to 5’ tall retaining wall.
Mr. Goebel stated they would have a free-standing sign on the property and showed the location.

Board members went over concerns such as the drainage for the site and whether or not oil/water separators would be in line because of the discharge to the wetland area. Board members stated a special use permit would be part of the site plan review and that they should plan on seeing the Conservation Commission as well. The Board was told the applicant would be seeing the Conservation Commission conceptually on September 18, 2006. Also discussed was signage and making sure it was not in the state’s right of way, that all exterior lighting should be downcast, and the handling of salt on the lot with no retention pond.

When asked, Mr. Goebel stated the site would be heated with gas as a gas line ran by the property.

Chairman Jackson stated the Board was very concerned about the brook located near by and the discharge directly into the brook from the site. Chairman Jackson stated the Board had required other developments to have oil water separators and do sampling when discharging directly into a water body so the applicant should consider that as well.

Setbacks were discussed as the site seemed to have encroached into the setback areas. Board members stated a variance would be needed if the applicant was going to have pavement in the setback area.

When asked if a traffic study had been done, the applicant told the Board they were in the process and stated there would be a scoping meeting with the DOT on the 20th at 10AM in Concord.

8:30 PM Conceptual with Tony Marcotte concerning property located on Colby road on tax map R-17 Lot 12A. Mr. Marcotte stated he was before the board to see if the Board would consider a 3 lot subdivision with one driveway. After discussion, Board members pointed out it did not appear there was enough frontage to have three lots or two lots and one backland lot. Mr. Marcotte thanked the Board and stated he felt it would have to be a two lot subdivision.

9:00 PM Meeting adjourned.

Minutes prepared by,
Sandy Plessner