TILTON PLANNING BOARD  
Meeting Minutes – May 24, 2011

AGENDA                                       (Approved on June 14, 2011)
6:30 p.m.  Call to Order
   Minutes of the May 10, 2011
   Correspondence, Other Business
6:35 p.m.  PB Case #11-06 Site Plan Approval for Melissa Whittaker to have Liberty Door business at the
   residence located at 4 Grant Street, Tilton, NH in the Mixed Use District. (Tax map U4 Lot 26)
6:45 p.m.  PB Case #11-07 Seven Points Development and MB Tractor & Equipment seeks approval for a
   Groundwater Protection Conditional Use Permit for site development with a total surface of
   impervious area of 123,500 square feet +/- . Property located at Manville Rd, Tilton, NH in the
   Regional Commercial District. (Tax map R22 Lot 73B)
   Continuation of PB Case 11-02 Subdivision of 8 acres owned by Seven Points Development, LLC
   and Site Plan Approval for MB Tractor and Equipment to relocate to property on Manville Rd in the
   Regional Commercial District. (Tax Map R22 Lot 73B)

Members Present: Deana Cowan – Chair, Jane Alden – Vice Chair, Nick Canzano, Sarah Paratore, and Sandy
   Plessner, Ex Officio. Rich Benson – Alternate. was asked to sit as a full board member for tonight's meeting.

Others Present: Marc Vanson and Robert Baskerville from Bedford Design, Laurie Rauseo Traffic Engr, Joe
   LaPlante and Peter Masterson from 3M, Melissa Whittaker – Liberty Door, M. Bourgeois owner of MB Tractor,
   Joe Jesseman, Pat Consentino, and Augusta Marsh.

6:33 p.m. Meeting was called to order. Rich Benson, alternate was asked to sit as a full board member for this
   meeting

Minutes: Minutes of the May 10, 2011 were table until the June 14 meeting to allow members to review the
   changes made by S. Plessner.

Correspondence:
   • OEP – Flood Lines -Spring 2011
   • Publication Catalog – Spring 2011
   • NH Town & City – May 2011 issue
   • DOT letter dated May 20, 2011 regarding MB Tractor & Equipment – Manville Rd

6:35 p.m.  PB Case #11-06 Site Plan Approval for Melissa Whittaker to have Liberty Door business at the
   residence located at 4 Grant Street, Tilton, NH in the Mixed Use District. (Tax map U4 Lot 26)

After reviewing the application which appears substantially complete, Chair D. Cowan made motion to accept
   the application, seconded by S. Plessner. Motion passed all in favor.

Melissa Whittaker stated she has been renting space at 142 E. Main Street for her business Liberty Door and
   would like of move the business to the house she purchased at 4 Grant Street. This house is located in the
   same district as the previous space. This house is large enough for her residence and her business and will
   consist of her residence and an office. The barn in the rear of the property will be used for storage.

Rich Benson asked about the number of delivery vehicles using Grant Street. M. Whittaker explained she has
   one delivery a week. Her business works with Home Depot and she picks up her orders with her own trucks. ‘
   These doors are stored in the barn until they are installed.

Melissa stated that few customers come to the office. (4-5 per month) and they have ample parking in her
   existing driveway. Business hours are 8-5. However most of her business is conducted at the customers’
   premises. She will used the same sign from her previous location to be installed in her yard and there will be no
additional lighting.

S. Plessner suggested that she provide a diagram of her property noting property lines with her building locations relatively to the lot so that the town will have a record for future reference.

Open discussion to the public, hearing none closed to the public and returned to the board.

Hearing no further discussion S. Plessner made motion to approve the site plan for PB Case 11-06 Melissa Whittaker to have the Liberty Door business to 4 Grant Street with the following conditions:

1. To amend plans showing property lines in reference to the buildings and adding a north arrow.
2. Compliance with State Fire Code.
Motion seconded by S. Paratore. Vote taken motion passed unanimously.

6:47 p.m  PB Case #11-07 Seven Points Development and MB Tractor & Equipment seeks approval for a Groundwater Protection Conditional Use Permit for site development with a total surface of impervious area of 123,500 square feet +/- Property located at Manville Rd, Tilton, NH in the Regional Commercial District. (Tax map R22 Lot 73B)

After reviewing the application which appears substantially complete Chair D. Cowan made motion to accept the application, seconded by S. Plessner. Motion passed unanimously.

Robert Baskerville and Marc Vanson from Bedford Design, representing Seven Points Development, the owners of the property. They are proposing to subdivide off 8 acres of their property in order to sell it to MB Tractor & Equipment.

Marc Vanson discussing the MB Tractor site plan, stated the site would have approximately 3 acres of impervious surface which consists of pavement and roof surfaces. This is larger than the maximum allowed by the groundwater ordinance. Mr Vanson presented the following.

We think we have prepared our site plan adequately in order to treat the runoff and address groundwater protection. At the rear of the property we have a retention and infiltration stormwater retention basin. The majority of the runoff from this site is surface runoff. The water is sheeting off to shoulders and gentle treatment swales to the retention areas in the front and back of the site. The retention area in the rear of the site is where we are closest to the water table which is within 4 ft of vertical separation. This is within the DES requirement of 3 ft. The 4ft is adequate for treatment of sediment and phosphorus. In the front of the site we have a bio-retention area that has specified soil and plants that are transitional that are wetlands but drought tolerant the help to absorb nutrients and nitrogen. These plants are recommended by DES. We also have a sand filter for stormwater that will flow into and be released in a swale. We have included details of the design of these areas on page 11 and on page 13 shows the maintenance schedule. The drainage is designed to handle a 1 inch 50 year storm event.

I would like to also mention we have a wash down area on a graded concrete slab. The runoff from this wash down area goes into a manhole with an oil/grit separator for pretreatment before flowing into the sewer system.

R. Benson asked if these areas are designed to handle a 1 inch rainstorm or 2 weeks worth of rain like we had recently. M. Vanson explained all the drainage on the site was designed to handle up to a 50 year storm capacity. The one inch is the threshold for the bio-retention and the infiltration number which DES has chosen, 85 to 95 percent of all rain that falls is at a 1 inch or less rainfall. This site is in a sandy area which is not prone to flooding.

Discussion was opened to the public.
Joe LaPlante, Plant Mgr at 3M expressed concerns about their lagoons abutting this property. He questioned where the stormwater would go as well as wondering if this runoff would add to the hydrological stress to 3M lagoons.

M. Vanson stated he is aware of these lagoons. Generally they are down gradient from the location in terms of surface grade. In terms of groundwater 3M may be closer to groundwater than this site. All the rain that falls on this site ends up in the ground and MB Tractor’s proposal will control sudden runoff by retention basins and any runoff will be released slowly. Further, Mr. Vanson stated they will not be close to the 3M lagoons since there is a power line and a with a road plus a 50 ft setback between the two properties.

J. Jesseman asked what happens if there is 1 ½ storm and max out the retention ponds and swales? Mr. Vanson explained the site is designed for a 50 year storm which is around 6 inches of rainfall. B. Baskerville also stated the systems are designed to handle the one inch storm as well as the 6 inch storm.

Closed to the public and returned to the board.

S. Plessner had a question concerning the fuel tank and it’s location. Will it be double wall or single wall tank? M. Bourgeois owner of MB Tractor stated MB Tractor will adhere to DES requirements as to tank size and will provide a spill control containment and prevention plan consistent with DES requirements. It will either be doubled wall or cement containment with a cover and will meet with town’s ordinance of 110% percent containment.

Hearing no further discussion a motion was made by S. Plessner to approve the Groundwater Protection Conditional Use Permit for site development with a total surface of impervious area of 123,500 square feet +/-. Seconded by J. Alden. Vote taken, motion passed unanimously.

7:30 p.m. Continuation of PB Case 11-02 Subdivision of 8 acres owned by Seven Points Development, LLC and Site Plan Approval for MB Tractor and Equipment to relocate to property on Manville Rd in the Regional Commercial District. (Tax Map R22 Lot 73B)

Robert Baskerville explained the subdivision of the 8 acres owned by Seven Points Development, LLC property as follows:

The main parcel is 102.5 acres with the only frontage on Manville Rd. MB Tractor wanted land with visibility along Rte 3/11which this parcel has. When designing this, Mr. Baskerville state they wanted to leave the most flexibility for future development for entrance to the lot straight off Manville Rd and 50 ft section towards the 3M property to allow the development to get back to Manville Rd. This 8 acre parcel lays out nicely leaving the rest of the land open for maximum flexibility.

M. Vanson noted we have been over the site plan several times but will give an overview once more.

The new building design has a less commercial look with a New England style with a moderate 2 seconded floor for office and the sales office will be on the first level. There will be area for display and parts department. There will be an awning to display outside. The roof to be asphalt shingles. There will be a wide entrance for truck to allow truck to maneuver thru the site.

The utility plan will be mostly underground. The gas line that runs thru the site that services 3M will be relocated, working with the gas company to minimize any interruption to 3M. Also nothing on the site plan obstructs the rail line that goes thru the site. It will be crossing the rail line only.

The sewer line will be gravity flow and the wash bay uses will be about 1000 gallon per day which is a modest use.
Lighting plans show the location of the lights which are low intensity for security at night. Sign is proposed at the right side as entering the site. There will be a display area for lawnmowers and equipment.

S. Plessner asked when redoing the site if all the items which the fire department and conservation commission suggested had been addressed. M. Vanson stated all the items have been included in the revised site plan. M. Vanson wanted to address Manville Rd. MB Tractor has met with the Selectmen and Dennis Allen on site. D. Allen wanted the drainage problem resolved on the inside corner of the curve. He suggested shimming the pavement in order to pitch a reverse crown. MB Tractor proposes to do this to improve safety and turning. There will be 29 to 30 feet width at the corner, which will make a difference for tractor trailer turning.

MB Tractor also had a conversation with the Rail Bureau to widen the rail crossing to 30 ft, improving what is there. MB Tractor recommend the Board of Selectmen should have a conversation with the Rail Bureau to discuss cost sharing between the town, developer and state. The Rail Bureau has suggested a cost of rail material to do the crossing at about $30,000 to $35,000. This not something MB Tractor will pay in whole but the state has a sharing process. The Rail Bureau needs to go thru a process to finalize the process with the town.

The Dot Rail Bureau had been asked to attend this meeting but no member was present.

B. Baskerville suggested the meeting with the Rail Bureau now before any further development of the reminder of the Seven Points Development property happens.

M. Vanson asked that we address the curve on Manville Rd. The Board feels this proposed plan does address the issues we have been having and what D. Allen suggested for improvements.

Laurie Rauseo, Traffic Engineer hired by Bedford Design to perform a traffic impact study for the MB Tractor development. Her presentation follows:

I have addressed the items in the letter received from DOT District 3 from Susan Soucie. The focus because it was a state/town issue is really on the intersection for Rte 3 and Manville. Manville Rd is a town road which provides access to the 3M plant and approximately 50 homes/camps. I sat on corner of Manville Rd/Rte 3 and counted the cars on week day evening and on Saturday. This intersection has no sufficient history of accidents. We also counted MB Tractor current site to see what the impact would be on Manville Rd site. Rte 3 is a heavily traveled rode with about 1800 cars per day and Manville Rd has 600 cars per day. Currently Rte 3 without MB Tractor we are at an E and F on Saturdays for delays to enter Rte 3 from Manville Rd. Bottom line is we have very little capacity here and are adding more traffic and there is nothing we can do about it short of asking MB Tractor to fix it all and it is already broken. Rte 3 is already in failure and if there is more development on Manville Rd then the state would need to look at turning lanes to fix this intersections. This would not be an easy intersection to fix. There are only 50 trucks per day entering and leaving Manville Rd which includes UPS and anything bigger than a pickup truck.

I suggest the town look at this intersection if the remainder of the land on Manville Rd is developed as Rte 3/11 is in failure but will need turn lanes for the additional traffic.

8:05 p.m. The Chair open the discussion to the public.

Pat Consentino asked how much is the rail crossing impacting the site plan approval?

The Chair stated at this time it has not been determined who is going to fix the crossing.

S. Plessner feels the applicant has done everything that is needed as far as our site plan and our zoning
regulations. She found no fault with their plans and what they are going to be doing. The question at this point is what will the rail bureau require and until we have a meeting with the Rail Bureau to know what they require it would be hard to move forward with the site plan approval. It would have been nice if someone from the rail bureau had attended tonight's meeting so these issues could have been discussed.

J. Alden agrees and feels they have done a very thorough job with this site plan and answered every request we have made of them.

S. Plessner suggests the Board of Selectmen get in touch with Mr. Lombard and set up a meeting as soon as possible to discuss the rail crossing.

B. Baskerville made a suggestion if the site plan issues are complete can we get a conditional approval. I think the remaining issue is with the rail bureau, Selectmen and Planning Board will work out the rail crossing issue.

S. Plessner stated she would contact Mr. Lombard to setup a meeting next week if possible to meet with the Board of Selectmen.

The board didn't feel they could give a conditional approval until there is a meeting with the rail bureau so at this time would like to continue hearing to June 14, 2011 at 6:45 p.m..

Motion made by S. Paratore and seconded by J. Alden to continue PB Case 11-02 for Subdivision / Site Plan Approval of Seven Points Development and MB Tractor & Equipment to June 14, 2011 at 6:45 p.m.. Vote was taken motion passed unanimously. M. Vanson of Bedford Design agreed to submit a letter of extension for 60 days.

Other Business:

South Bay site plan was approved April 25, 2007. The board needs to decide if substantial development has been done. S. Plessner stated she had spoken to Rick O'Connell and he has completed one of the houses but has not received a certificate of occupancy. She explained to him that the board would not take away his site plan without notification but would like to request he to come in to meet with the board to review what he has accomplished.

S. Plessner state there are older site plans that have not been acted on which should be reviewed for possible revoking of approvals. If substantial development has not been done and zoning regulations have changed then the board may revoke the approval.

Mr. O'Connell still needs to get a certificate of occupancy on the building that has been completed.

S. Plessner suggested the board review the site plan file, send Code Enforcement to the site to see what has been done and invite Mr. O'Connell to meet with the board.

Impact Fees:

S. Plessner explained she has reviewed years of information and can not find where the town voted to have impact fees. LRPC can continue write the methodology for the impact and it can be put on the warrant for next March. She has to make sure the police and fire departments get their information to LRPC. The board can consider hiring LRPC to write the ordinance or perhaps the Board would write the impact fee ordinance.

What is the status of the Master Plan? S. Paratore explained we need to hold a final public hearing. She has the revisions of the Natural Resource chapter done and will email them to Augusta. We should schedule a public hearing in the near future.
S. Plessner suggested it is time to go over the subdivision and site plan regulation to see if any changes need to be made.

Hearing no further discussion motion was made by S. Paratore and seconded by S. Plessner to adjourn the meeting.

Meeting adjourned at 9:30 p.m.
Minutes prepared by Augusta Marsh

(These are subject to the review and approval by the Planning Board at the next scheduled meeting.)