Agenda: (Approved on August 13, 2013)

6:30 p.m. Call to order.

1.) PB Case 13-10 Subdivision. Applicant is proposing to subdivide 7.259 acres with the house from the Country Meadows Manufactured Home Community property. The property is located at 311 School Street in Tilton, NH in the Rural Agricultural District. (R13/8)

2.) Public Hearing: Updated Master Plan

3.) Continuation of PB Case 13-07 Site Plan Review for 281 Main Street, LLC parking lot at 17 Center Street in the Downtown District. (U5/36)

4.) Continuation of PB Case 13-09 Site Plan Review Tilton School turf field at 21 Pillsbury Lane in the Village District. (U7/39)

Other Business:
Approval of the June 25, 2013 minutes
Correspondence and any other business


Others present: Hal Abrams, Anthony Pannullo, Kevin Lacasse, Jim Smith, Peter Saliba, Pat Consentino, Beth Sheen, and Augusta Marsh.

Meeting: Chairman Pyra called meeting to order at 6:30 p.m.

The Chair asked Mr. Haberman to sit as a full board member for this meeting.

1) PB Case 13-10 Subdivision. Applicant is proposing to subdivide his property in order to create a 7.259 acre lot which will include house and outbuildings. The property is located at 311 School Street in the Rural Agricultural District. (R13/8)

Chairman Pyra reviewed the subdivision application and stated it appeared to be substantially complete. Ms. Plessner made a motion to accept the subdivision application for Case 13-10 as it appeared to be substantially complete and seconded by Ms. Grace. Motion passed.

Kevin Lacasse, owner of the property presented the subdivision plan that, if approved, would create a 7.295 acre lot which includes the farmhouse and outbuildings. Mr. Lacasse stated he was granted a variance by the ZBA on May 27, 2013 with conditions the lot must remain residential, the lot may not be further subdivided, and no additional outbuildings. Mr. Lacasse explained he is in the process of renovating the farmhouse in order to sell the property. The money from the sale will be reinvested into the park including repaving the roads. The landscaping is being done and there are new homes on order.

Discussion was opened and closed with no public input.

Hearing no further discussion from the Board. Ms. Alden made a motion to approve PB Case 13-10 subdivision plan for Country Meadows Manufactured Home Community to to create a 7.259 acre with the same conditions given by the Zoning Board of Adjustment:

- The single family residence on the lot shall always remain a single family residence.
- No further subdivision of the lot itself.
- No additional structures other than the existing outbuildings shall be created on the subdivision.

Motion was seconded by Ms. Plessner. Vote taken, motion passed.

The Chairman stated the public hearing for updated Master Plan will be moved to the end of the meeting to allow the Board to consider the continued cases.
3.) Continuation of **PB Case 13-07** Site Plan Review for 281 Main Street, LLC parking lot at 17 Center Street in the Downtown District. (U5/36)

Mr. Jim Smith from JPS & Associates presented a revised plan to the Board. Mr. Smith explained the changes to plan. Mr. Smith stated the plan is showing a 1000 gallon dry well which should relieve some of runoff from the roof drains. The flower boxes will also help with the runoff by allowing water to drain between and under the boxes. There will be a drain cover on the dry well with pipes connecting to the down spouts at the rear of the building. The water will leach out. The dry well is 6 feet in height and will sit on a bed of crush stone to allow for drainage. Mr. Smith stated they have actually lost 3 parking spaces to maintain the 24ft drive lane and by doing this it has lowered the amount of proposed pavement. Mr. Smith stated they are proposing a sign on the right side of Tyron Lane that says “do not enter, exit only” and inside of the parking lot the sign will read “right turn exit only” and an entrance sign noting “private parking only” from Center Street. Also note 13 on the plan states if snow gets to a certain height, it will need to be moved offsite. Mr. Smith stated the snow storage area was moved to the back of the parking lot, next to the building.

Mr. Abrams stated the planters are 3ft by 6ft, weigh 2000 lbs and have drains so they do not crack. The planters are moveable with a forklift. The planters allow for some plantings and privacy. Ms. Plessner asked what happens during heavy snow and the plows are pushing snow against the planters. Mr. Abrams stated during large storms the snow may have to be removed. This is a one way street and the plows can angle snow away from the boxes. These boxes are used at Logan Airport for 8 years and they have not had an issue with plowing snow by them.

Mr. Abrams stated he believes that he has addressed all the concerns the Board had at the last meeting such as accessibility of the lot, turning around, signage and the barrier. The chain link fence will be removed except the section which abuts the property line of lots 39 and 40 on tax map U5. Mr. Abrams stated the fence would be a good buffer.

Ms. Plessner stated the alleyway way is going to be reclaimed and wondered if the planters would sit down in the asphalt as it would hold the planters in place. Mr. Abrams stated the planter boxes could be raised for the paving and put back so they would be level with the grade. Ms. Plessner stated the water line replacement and repaving will be in August and September.

Ms. Tilton stated the Board has not addressed the waiver request to the stormwater drainage. Ms. Plessner explained she had spoken to Mr. Allen, Director of Public Works and he has no issue with the drainage. Mr. Allen stated he would like to review the construction plan so he can see the parking lot layout and what the pitch of the pavement will be. As part of the conditions Mr. Allen will need review and sign off the plans before paving the parking area.

Chairman Pyra opened the discussion to public input.

Ms. Consentino asked if the staging will be coming down. Mr. Smith stated the staging will be coming down.

Hearing no further public discussion the public discussion was closed.

Chairman Pyra asked if during construct would they be putting up hay bales or silt fencing. Mr. Abrams agreed to put silt fencing during the construction.

Motion made by Ms. Plessner made a motion to approve the site plan PB Case 13-07 for 281 Main Street, LLC with the following conditions

1) Excess snow to be removed from the parking area, if needed.
2) Director of Public Works to have final approval of the construction plans.
3) Compliance with Town of Tilton signage regulations.
4) Downcast lights for exterior lights.

Motion was seconded by Mr. Benson. Vote taken, motion passed.

Ms. Plessner stated the Board needs to vote on the waiver request to the stormwater drainage.

Ms. Plessner read the waiver request into the minutes:

Re: Site Plan
281 Main St./ 17 Center St.
Tilton, NH

Waiver For Storm Water Design
To: Tilton Planning Board

Dear Board Members,

My client is asking for a waiver to Item VI (f) of the Town of Tilton Site Plan Regulations, whereas the board in its discretion could ask for, and most likely will ask for a licensed NH Professional Engineer to review the on or off site storm water runoff from a proposed parking area behind the building known as 281 Main St on a lot that is known as 17 Center St. The proposed paved area and the area from the Public’s Right of Way as well as the towns paved parking areas will most likely have to be taken into consideration in any future design considerations. The existing lot as it stands does not have adequate space to offer surface detention or retention for such an area. My clients thought is to follow the existing grade with pavement and meet up to the existing pavement at the Town’s Right of Way that runs from Main St. to the Towns back parking lot. The runoff will flow towards Main St. to an existing catch basin that is located on my client’s property within the Town’s Right of Way which services the runoff currently in this area.

Mr. Abrams stated this waiver may need to be amended because on the revised plan presented show the 1000 gallon dry well being added.

Ms. Tilton made a motion that the Board accept the waiver request based on the addendum of the new site plan revision dated June 26, 2013 showing the new catch basin and dry well. Motion was seconded by Ms. Plessner. Vote taken, motion passed.

4. Continuation of PB Case 13-09 Site Plan Review Tilton School turf field at 21 Pillsbury Lane in the Village District. (U7/39)

Ms. Plessner stated she had downloaded the State of NH wildlife corridors maps for Tilton. The maps show grass land for the animals but it is not considered a critical corridor for the animals. Ms. Plessner stated she went out to look at the property and found that the pond site shows evidence that animals have been moving across and areas on the Town owned property next to the pond property show evidence of movement.

The other Board members stated they had also visited the site and agreed they did not see any indication of a wildlife trail except around the pond property. The Board members agree the few trees being removed to install the turf field will not have any effect on the wildlife corridor.

Chairman Pyra opened and closed discussion to public comment.

Mr. Benson made a motion to approve PB Case 13-09 Site Plan for the Tilton School to build a turf field at 21 Pillsbury Lane as presented.

Motion was seconded by Ms. Alden. Vote taken, motion passed.

Chairman Pyra opened the public hearing on the Master Plan update.
Ms. Plessner asked Ms. Marsh if the chapter on the Economics Demographics was completed. Ms. Marsh stated the chapter is not complete. The census information she received from Ms. Plessner is still being review and Ms. Marsh had some questions as to where the census information applies to the charts in the chapter. Ms. Marsh stated she will have the chapter complete by the next meeting. Ms. Marsh asked the Board to define the type of maps should be included in the Master Plan. The Board stated a zoning map, groundwater protection map, wetlands map and utility map. Ms. Plessner suggested Ms. Marsh to contact LRPC to see what they have for updated maps. Ms. Plessner also suggested looking at the Tri-town Aquifer book for current maps.

Ms. Plessner stated she would be rereading all the chapters and writing up a section for the WOW trail to be added and also the recycling may needed to be updated. Ms. Plessner continued by stating the conservation easement should also be included as an appendix to the Natural Resource Chapter.

Ms. Plessner suggested the Master Plan public hearing be continued so all the chapters can be completed.

Ms. Alden made a motion to continue the public hearing on the Master Plan update on August 13, 2013 at 6:30 pm. Motion was seconded by Ms. Plessner. Motion passed.

Minutes: Ms. Alden brought the June 25, 2013 meeting minutes to the floor for discussion and approval. The Board discussed several corrections. Ms. Alden made a motion to approve the June 25, 2013 meeting minutes as corrected. Motion seconded by Ms. Grace. Motion passed.

Correspondence: None to be presented.

Other business:

The Board discussed having a workshop with the businesses in town to get their input on current signage regulations. Ms. Plessner suggested composing a letter to be mailed or a flier to be hand delivered to all the businesses inviting them to come to discuss the proposed new signage regulation for the town which will be less complicated and more merchant friendly. After a lengthy discussion the Board decided to hold this workshop in September. Ms. Marsh asked the Board to compose the letter being sent to the businesses. The Board decided to add an email address in the letter which the businesses could respond to, if they could not attend the workshop. The letter should have a link to the web site so the businesses can review the signage regulations. The Board suggested a survey could be put on the website.

The Board requested Ms. Marsh to get an update from Mr. LaPlante on the status of the parking lot at Mill Street for Riverfront Places function room.

Hearing no further discussion motion was made and seconded to adjourn the meeting.

Meeting adjourned at 8:15 p.m.

Minutes prepared by Ms. Marsh.

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