Tilton Planning Board  
Meeting Minutes – April 12, 2016

**Agenda**
6:30 PM Call to order.

**PB16-03 Continuation of Site Plan Review** – proposal to construct a commercial office building at 580 Laconia Road in the Mixed Use District (R9/53-1)

**PB16-04 Site Plan Review** – proposal to make necessary retrofits and operate an indoor children's playground at 388 Laconia Road in the Resort Commercial District (R21/2)

**Other Business:**
- Review the March 22, 2016 minutes
- Correspondence
- Other Business

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**Members Present:**
Jane Alden (Chair), Eric Pyra, Juliet Harvey and Katherine Dawson (Ex-Officio Selectman)

**Others Present:**
John Bernard, Kathryn Butt (388 Laconia Road), Lawrence Butt (388 Laconia Road), Heidi Pope, Ken Pope, Joe Jesseman, Jeremy Wentworth and Dari Sassan (Planning Board Staff)

**Call to Order**
Chairman Alden called the meeting to order at 6:30 PM.

**PB Case 16-03**
Mr. Bernard presented a revised plan that depicted the site and surrounding sites. He said that he will be using LED exterior lighting and he showed where the lighting would be installed as depicted on the revised plan.

Mr. Bernard said that his stormwater drainage system provides storage capacity beyond what is reported because voids in the stone sub-course are not accounted for. Mr. Sassan said that the reported storage volume of 750 cubic feet would contain approximately the first 2/3 of an inch of rainfall across the 13,350 square foot impervious area of proposed development. After the first 2/3 inch of rainfall, continued Mr. Sassan, the system would depend on high infiltration rates to make room for additional rainfall. Mr. Sassan said that no percolation data had been submitted, but that Mr. Bernard had attested to the high infiltration capacity of the existing site. Mr. Bernard said that the existing subsurface, consists of deep, well drained gravel.

Ms. Dawson observed that not all runoff would be captured. Mr. Bernard agreed, saying that although efforts were made to develop a design that would capture everything, a small area closest to the...
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entrance would have to flow into the existing roadway drainage swale. Ms. Dawson suggested that a curb be installed along the front edge of the parking lot. Mr. Bernard said that he would not be opposed to installing curbing in that location. Mr. Pyra asked if the site would be graded to direct water toward the two storm grates. Mr. Bernard said that he would. Board members requested that Mr. Bernard provide a drainage diagram including contours and direction of runoff flow for all areas.

Ms. Dawson asked where snow would be stored. Mr. Bernard said that he would push snow onto sloped areas surrounding the parking lot and that snow would be trucked away if needed. Ms. Dawson indicated that she would prefer to see a sidewalk that encompasses more of the parking lot.

Ms. Dawson said that the deeds to the two parcels sharing the entrance way do not include language guaranteeing the perpetual use of the access point for each parcel. Other Board members expressed that they did not feel the matter should fall under the jurisdiction of the Planning Board. Mr. Sassan said that it was a good question to ask, in that it could have an impact on traffic, but that he felt the Board was also appropriate in deciding not to require additional language in the deeds because the private parties involved would have opportunity to address the matter if one of the parcels were to sell.

MOVED by Ms. Harvey to continue deliberation of PB Case 16-03 to the May 10, 2016 Planning Board meeting to allow the applicant to submit the following information:
1. Parking dimensions
2. Snow storage details
3. Drainage information including elevations and directions of flow
4. Diagram of additional curbing
5. Data, including site specific percolation rates, sufficient to verify that the storm drainage system can infiltrate 100% of the 50-year storm.

SECONDED by Mr. Pyra.

All in favor, none opposed: MOTION APPROVED.

PB Case 16-04
MOVED by Ms. Harvey to accept PB Case 16-04 for deliberation. SECONDED by Mr. Pyra.

All in favor, none opposed: MOTION APPROVED.

Ms. Pope explained the proposal, indicating that no significant changes would be made to the exterior of existing structures. She said that the building on the left would be utilized initially for an indoor children's playground. Ms. Pope said that the indoor playground would consist of tubular structures wrapped in protective netting that children would crawl through, as well as an inflatable bouncy house structure. She said that interior modifications would be limited to tearing down a wall, adding a bathroom, and potentially renovating the existing bathroom.

Chairman Alden asked if food would be served. Ms. Pope said that vending machines would constitute
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all available food for sale, and that there would be two party rooms for children's parties.

Chairman Alden asked about additional parking that had been proposed in the rear. Ms. Pope indicated that no additional impervious area would be added. Mr. Sassan sought clarification, indicating that when he had visited the site recently, the applicants indicated that they would be proposing expanded parking in the rear. Ms. Pope confirmed that no additional parking area was being proposed. Mr. Pope said that the existing parking in the back would not be needed unless the second building were to be utilized at some point.

Mr. Sassan said that, with the expectation that the parking in the back would be expanded, the Conservation Commission had requested to meet with the applicant. Ms. Pope said that she was scheduled to meet with the Commission on April 18, 2016.

Ms. Dawson asked about the capacity of the building on the left. Ms. Pope said that the fire department had assigned a capacity of 188 people, but that once the equipment is installed a new occupancy number would be issued. Mr. Sassan said that he explained to the applicants that the parking table in the Zoning Ordinance does not include an entry that exactly applies to the proposed use and that the Planning Board would have to arrive at some appropriate level of parking that should be provided. Ms. Dawson said that according to the “other uses” line in the parking table, 11 parking spaces would have to be provided, but that if the second building were to be used, parking would again have to be addressed.

Ms. Dawson said that the proposed snow storage area would not work because of its proximity to wetlands. Mr. Pope said that an area in the back and an area near the accessible parking would provide sufficient snow storage space. Ms. Dawson said that the existing lighting might not sufficiently light the parking areas. Chairman Alden asked if the existing signboard would be utilized. Ms. Pope said that it would.

Ms. Dawson expressed concern regarding an area where storm drainage from the parking lot appears to flow directly into an adjacent brook. Mr. Sassan said that the Town's regulations require that no additional runoff or pollution be generated as a result of a proposed change of use. Ms. Pope said that because no changes were being proposed to the exterior elements of the site, that no additional runoff would need to be mitigated. Ms. Dawson and Chairman Alden requested that something be done in the front corner of the parking lot closest to the brook to further attenuate parking lot runoff. Mr. Pope expressed willingness to do some landscaping, grading or planting that would address the issue.

Ms. Dawson provided the following summary of her items of concern:
1. Additional parking would need to be added and an updated site plan would need to be reviewed if the second building were to be utilized.
2. Stormwater from the front parking lot must be further attenuated.
3. Snow storage areas must be relocated away from wetlands.
4. Lighting should be provided in the back of the buildings.
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MOVED by Chairman Alden to continue deliberation of PB Case 16-04 to the April 26, 2016 Planning Board meeting. SECONDED by Mr. Pyra.

All in favor, none opposed: MOTION APPROVED.

Other Business

Review the March 22, 2016 minutes

MOVED by Mr. Pyra to approve the minutes of the March 22, 2016 Planning Board meeting. SECONDED by Ms. Harvey.

All in favor, none opposed: MOTION APPROVED.

Planning Board Correspondence

1. Email from the Conservation Commission
   1. Form for reviewing Planning Board projects
   2. Milfoil removal funding request form
2. Change of Use forms
3. OEP Conference flyer
4. Plans for water main expansion off of Route 3 along Route 132 into Nickerson's Business Park

Other Business

MOVED by Ms. Harvey to adjourn this meeting. SECONDED by Mr. Pyra.

All in favor, none opposed: MOTION APPROVED.

The meeting adjourned at 8:25 PM.

JA/ds