Agenda
6:30 PM Call to order.

Review the May 23, 2017 and June 13, 2017 minutes

PB17-02 Site Plan Review & Conditional Use Permit (wetlands) – proposal from Tilton Storage to construct and operate a self storage facility at 637 West Main Street in the General Commercial district (R16/1-1)

PB17-09 Site Plan Review – proposal from Kogelman Real Estate to operate a storage container rental business at 405 Laconia Road in the Resort Commercial District (R21/12-A)

Planning Board Workshop

Other Business:
- Correspondence
- Other business

Members Present:
Judy Tilton (Chair), Christine Dembitzky, Eric Pyra, Deb Shepard, Juliet Harvey and Katherine Dawson (ex-officio Selectman)

Others Present:
Jason A. Hanser (Hanser Autobody), Mark G. Phillips (Tilton Storage), Rose Phillips (Tilton Storage), Tim Bernier (Tilton Storage), Wesley Kogelman (MIBox of Central NH, LLC), Chris Guida (Fieldstone Milford, NH), Kevin Marcotte (KRM/Marcottes Tilton, NH), Kate Dobens (KRM/Marcottes Tilton, NH) and Dari Sassan (Planning Board Staff)

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

Review the May 23, 2017 and June 13, 2017 minutes
Chairman Tilton said that review of minutes would be postponed until a future meeting.

PB Case 17-02

MOVED by Ms. Dembitzky to accept Case 17-02. SECONDED by Ms. Dawson.
Mr. Bernier explained the proposal, indicating that the site would be accessed through a shared access point. He stated that he is seeking to preserve an existing wetland area as much as possible, which he said would result in an area of green space in the center of the facility. Mr. Bernier said that the facility would be comprised of several storage building with concrete foundations and paved access ways. He said that an office is proposed and that security cameras would be installed.

Mr. Bernier said that an Alteration of Terrain permit would be required, adding that the drainage scheme would utilize the most suitable soils, located toward the front of the property, for infiltration. He explained that he would need to impact the wetland area in order to direct all drainage at the front of the property. He said that, for the back of the property, a forebay would collect drainage before it passes through a channel constructed over a proposed culvert into the infiltration basin. For the front of the property, he continued, drainage would be directed into another forebay, which would spill over into the infiltration basin. He said that there would be a net decrease in runoff from the site.

Mr. Bernier said that there would be no pole lights and that exterior lighting would be comprised of dark-sky compliant cut-off, low-voltage LED fixtures. He said that the facility would tie into municipal sewer, but that a private well is proposed. He said a 6-foot chain link fence would be installed around the perimeter of the property. Ms. Dembitzky asked about a security gate and about snow storage. Mr. Bernier said that a gate was not planned and that snow would be stored in multiple locations and that excess snow would be hauled away.

Ms. Shepard asked for confirmation that the structures were buildings, not trailers. Mr. Bernier confirmed that the structures would be actual buildings with concrete foundations. Chairman Tilton asked about the possibility of outside storage. Mr. Bernier and Mr. Phillips said that no outside storage would take place, that all storage would occur within the buildings, and that no storage trailers would be present on site. Mr. Phillips said that the units would not have electrical outlets, and he added that there would be no dumpster on site.

Chairman Tilton asked about proximity to mobile home units. Mr. Bernier identified the closest unit and explained that there would be an elevation difference in addition to the linear distance of separation. Chairman Tilton asked about hours of operation. Mr. Phillips said that the hours of operation for the office would be 9-5, but that lessees would be able to access their units any time.

Ms. Harvey asked about fire concerns. Mr. Phillips said that there is a 20-foot lane between the buildings. Ms. Dawson asked noise, providing a theoretical example of a contractor opening the overhead door of a unit located closest to the abutting residences to access his tools and load them into his truck. Mr. Phillips said that storage containers are one of the most benign commercial uses, adding that industry research shows that traffic levels of 5-7 cars per day typically result for every 100 units.

Ms. Harvey asked if background checks would be conducted on customers. Mr. Phillips said that he
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has everyone sign a lease agreement, and that a photograph is taken of each customers driver's license.  Mr. Phillips explained that the leases for the lockers prohibit illegal activities, as well as hazardous and illegal substances.

Ms. Dawson asked about landscaping.  Mr. Bernier said that the an area where pavement is being removed could be landscaped with trees and shrubs.  Ms. Dawson noted that the proposed snow storage area was located on top of a proposed drainage basin.  Mr. Bernier said that it would be moved.

Ms. Dawson asked about potential residential impact from lighting.  Mr. Bernier circulated a lighting plan.  Mr. Phillips said that plantings be used shield residences to the north and east.  Mr. Phillips said that the storage buildings would be no higher than 9 feet at the cave.

Chairman Tilton asked about an updated driveway permit.  Mr. Bernier said that an application has been submitted.  Regarding signage, Mr. Bernier said that the sign would measure 3' X 6' and that it would be mounted at a height of 12 feet.

Ms. Dawson asked about oil/water separators in the catch basins and asked about a stormwater maintenance plan for the infiltration basin.  Mr. Bernier said that oil/water separators can be used and that a maintenance plan, addressing maintenance of the infiltration basin, would be submitted.

Ms. Dawson again brought up noise concerns.  Mr. Phillips agreed that no doors would be placed on the north ends of the northernmost buildings.  When asked about project phasing, Mr. Phillips said that the buildings in the front would be constructed first and that final build at would be possibly be achieved in 3 phases.  Ms. Dawson asked about lighting for the office building.  Mr. Phillips agreed to place an exterior light near the office door.

Chairman Tilton asked if anyone from the public wished to comment.  Mr. Hanser expressed concern about traffic patterns, which he said are already unsafe through the area.  Attendees agreed that the existing traffic patterns are not ideal, but that the existing easements cannot be altered by the Board.

Board Members asked if the Conservation Commission had approved the proposal.  Mr. Bernier said that the Conservation Commission has reviewed the project, but he was not certain whether the Commission had specifically approved the Conditional Use Permit applications.  Mr. Bernier indicated that some of the proposed pavement removal will help to channel traffic.

Mr. Sassan asked the Board to review a letter submitted by Jensen's.  Board Members discussed the letter and agreed that the concerns raised would be addressed through the conditions already discussed.

MOVED by Ms. Harvey to approve the Conditional Use Permit applications associated with PB Case 17-02 pending no objection from the Conservation Commission.  SECONDED by Ms. Dembitzky.

All in favor, none opposed.  MOTION APPROVED  

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MOVED by Mr. Pyra to approve PB Case 17-02 with the following conditions:

1. Conservation Commission approval of the project shall be obtained.
2. Fire Department approval of the project shall be obtained.
3. Sewer Department approval of the project shall be obtained.
4. All signage must comply with the signage ordinance.
5. An updated driveway permit shall be obtained from DOT.
6. Screening plantings shall be placed along the north and east sides of the proposed fencing.
7. No doors shall be placed along the north ends of Buildings H, I, J & K (as identified on the site plan).
8. Privacy slats shall be inserted into perimeter fencing.
9. Snow storage areas shall be moved away from any retention basins.
10. A stormwater maintenance plan, including maintenance provisions for catch basins and retention ponds, shall be submitted.
11. Oil/water separators shall be installed in all catch basins.

SECONDED by Ms. Harvey

All in favor, none opposed. MOTION APPROVED

PB Case 17-09

MOVED by Ms. Harvey to accept Case 17-09. SECONDED by Ms. Dembitzky.

All in favor, none opposed: MOTION APPROVED.

Ms. Dawson indicated that although she lives near the site, she did not feel the need to recuse herself because she would not stand to be impacted significantly.

Mr. Guida identified the location as the snow storage site for the Tanger location. He indicated that the existing gravel area would be paved to create a lot with 120 spaces for MI-BOX portable storage units. Mr. Guida explained that the business would rent 20-, 16- and 8-foot storage trailers, which could be loaded onto a truck and dropped off at another location for a specified amount of time, then picked up and stored at the site. He said that units would not be accessed by customers as they would at a self-storage facility.

Mr. Guida said that minor grading would be necessary to properly crown the paved area. He said that the paving would eliminate erosion and that runoff would be captured in swails and channeled to a basin. He said that the basin is design to meet 25- and 50-year storm demands, adding that 1 foot of additional freeboard would accommodate volumes experienced in excess of a 25-year event. Mr. Guida said that there would be no wetlands disturbance.
Mr. Guida said that a 12-foot by 24-foot office trailer would be installed along with associated well and septic. He said that any customers wishing to access the contents of his or her container on site would need to do so by appointment and that the container would first be brought to a staging area near the office trailer. Mr. Guida said that compliant lighting would be installed along the edge of the facility and that landscaping would consist of red maples, honey locusts, hydrangeas, junipers, and other trees and shrubs.

Ms. Dembitzky asked if customers would put their own personal locks on the trailers. Mr. Guida said that they would, but that they would not know where their individual containers would be located. Ms. Harvey asked about hours during which customers could access their containers. Mr. Guida said that containers could be accessed from 9:00 AM to 5:00 PM, by appointment, reiterating that they would be brought to a staging area and then returned to its storage location when the customer is finished. Chairman Tilton asked how high the containers would be stacked. Mr. Kogelman said that they would be stacked 2-high, adding that the units measure 8 feet high.

Ms. Dembitzky asked about the size of the snow storage area. Mr. Guida said that it would extend along the perimeter of the lot up to the edge of the landscaped area. Mr. Pyra asked about the possibility of hazardous material being stored. Mr. Guida said that storage of hazardous materials would be prohibited. Ms. Harvey asked about security cameras. Mr. Kogelman said that they could be installed if so desired.

Mr. Guida again confirmed that the lot would be paved. He said that there would be no curbing and that runoff would sheet flow into infiltration swails. Ms. Dawson sought confirmation that customers would only enter the area immediately surrounding the office building. Mr. Kogelman confirmed that access throughout the site would be restricted to employees only. Ms. Dembitzky asked about the number of vehicles that would be on site. Mr. Kogelman said that there would be 2 trucks and 1 forklift, which would be parked by the office. Ms. Dawson confirmed that there were 9 downcast lights and that there would be a light at the entry way of the modular office unit. Mr. Guida said that a permit from DOT is pending.

Mr. Pyra asked about maintenance of the stormwater system. Mr. Guida said that it would be minimal, consisting primarily of maintaining the forebay ahead of the infiltration basin. Mr. Guida agreed to submit an addendum to the stormwater management report to address maintenance. Ms. Dawson said that the landscape plantings consisted primarily of deciduous species and requested that more evergreens be incorporated. Mr. Pyra asked about the location of a sign. Mr. Kogelman said that one sign would be placed at the front of the property. He said that the business would operate from 9:00 AM to 5:00 PM, five days a week. Mr. Pyra asked about potential noise. Mr. Kogelman said that nothing would be moved after business hours.

Chairman Tilton asked if anyone from the public wished to comment. No public comment was offered.
MOVED by Mr. Pyra to approve PB Case 17-09 with the following conditions:
1. An updated driveway permit shall be obtained from DOT prior to operation.
2. Approval from the fire department shall be obtained prior to operation.
3. Compliance with the signage ordinance shall be maintained at all times.
4. A stormwater maintenance plan shall be submitted for inclusion in the stormwater management report.
5. The landscape barrier along Route 3 shall include a higher percentage of evergreen trees and shrubs.
6. Septic approval from the DES shall be obtained prior to operation.

SECONDED by Ms. Dembitzky

All in favor, none opposed. MOTION APPROVED

Planning Board Workshop
Chairman Tilton said that the Planning Board Workshop would be postponed.

Other Business
Mr. Marcotte reminded the Board that he is conducting a landscaping business at 600 West Main Street. He said that he would also like to begin conducting auto repairs.

A majority of the Board expressed consensus that site plan review would be required prior to allowing such a use at the location.

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Mr. Sassan presented information from Liberty Utilities requesting permission to install a natural gas fueling station for its own fleet vehicles.

A majority of the Board expressed consensus that site plan review would not be required prior to allowing such a use at the location. The Board indicated that site plan review would be required if the fueling station were to become available to vehicles other than Liberty's own fleet vehicles.

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MOVED by Ms. Dawson to adjourn this meeting. SECONDED by Ms. Shepard.

All in favor, none opposed: MOTION APPROVED.

The meeting adjourned at 8:47 PM.

JT/ds