Tilton Planning Board
Meeting Minutes – June 26, 2018

Agenda
6:30 PM Call to order.

Review the May 22 & June 12, 2018 Minutes

PB18-09 Site Plan Review – proposal from Marc Bourgeois to expand the existing MB Tractor business to include additional outdoor equipment storage areas and associated stormwater management controls at 10 Bittern Lane in the Regional Commercial district (R24/4)

PB18-10 Site Plan Review – proposal from Marc Bourgeois to expand the existing MB Tractor business to include a new cold storage building and outdoor equipment storage areas at 18 Bittern Lane in the Regional Commercial district (R24/5)

PB18-02 Continuation of Compliance Hearing – to verify the fulfillment of conditions from the 3/27/18 conditional approval to develop a 24-unit cluster subdivision at School Street and Country Meadows Drive in the Rural Agricultural district (R13/8)

Other Business:
- Correspondence
- Other business

Members Present:
Judy Tilton (Chair), Juliet Harvey, Jane Alden, Christine Dembitzky and Katherine Dawson (ex-officio Selectman)

Others Present:
Jack McCormack (Ashland), Kevin Lacasse (Country Meadows), Kent Brown (Brown Engineering), Erin Lambert (Nobis Engineering), John Hanson (resident) and Dari Sassan (Planning Board Staff)

Call to Order
Chairman Tilton called the meeting to order at approximately 6:30 PM.
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Review the May 22, 2018 minutes
Board Members provided corrections to the minutes.

MOVED by Ms. Alden to approve the minutes of the May 22, 2018 Planning Board Meeting as amended. SECONDED by Ms. Dawson.

All in favor, none opposed: MOTION APPROVED (Dembitzky abstained).

Review the June 12, 2018 minutes
Board Members provided corrections to the minutes.

MOVED by Ms. Harvey to approve the minutes of the May 22, 2018 Planning Board Meeting as amended. SECONDED by Ms. Alden.

All in favor, none opposed: MOTION APPROVED.

Planning Board Case 18-02 Compliance Hearing
Mr. Brown and Mr. McCormack discussed the development agreement and the association documents. The Board provided minor comments and generally accepted the documents. Ms. Dawson said that the subdivision regulations require a signature block on the plan affirming that waivers were granted and that the road does not meet the design requirements of a local street.

Ms. Dawson said that instances where the phrase “should be” is used in the stormwater maintenance manual, should be replaced with the phrase “shall be.” She asked about a salt minimization plan and Mr. Brown said that no such plan is included in the revised version of the manual.

Mr. Lacasse asked the Board if the remaining conditions of approval could be confirmed administratively such that additional compliance hearing would not be necessary. The Planning Board expressed unanimous agreement that additional compliance matters could be addressed administratively and that no further compliance hearings would need to be held.

PB Case 18-09
Ms. Dawson asked about lighting. Ms. Lambert said that no new lighting was being proposed.
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MOVED by Ms. Harvey to accept PB Case 18-09. SECONDED by Ms. Dawson.

All in favor, none opposed: MOTION APPROVED.

Ms. Lambert described the plan, identifying pavement that was added after the previous site plan approval. She said that stormwater flowing to the north is directed into existing drainage structures including an existing detention pond. She said that the paved area to the east is adequately managed for rate, but not for treatment, and that removal of some pavement and installation of a bioretention basin is proposed.

Ms. Dawson asked if a spring running between the MB property and the former Agway property had been identified on the plan. Ms. Lambert said that it had not. Ms. Lambert said that a copy of the previously approved 2001 plan had been sent to the 3rd party engineer. She said that further analysis of drainage will be completed and resubmitted. Ms. Alden asked if a conditional use permit application will be submitted? Ms. Lambert replied that it would, if the new pavement is within the buffer. Ms. Lambert also agreed to add lighting detail to the plan.

MOVED by Ms. Dawson to continue PB Case 18-09 to the July 10, 2018 Planning Board Meeting to allow for additional information and response the 3rd party engineering report. SECONDED by Ms. Harvey.

All in favor, none opposed: MOTION APPROVED.

PB Case 18-10

MOVED by Ms. Dawson to accept PB Case 18-10. SECONDED by Ms. Harvey.

All in favor, none opposed: MOTION APPROVED.

Ms. Lambert described the proposal, indicating that a 11,700 square-foot cold storage building is proposed, with a small bathroom and minor utilities. She said that the site received site plan and alteration of terrain approval in 2016, and that the current proposal maintains most of the approved features. She said that detention ponds have been maintained, with one being enlarged, and that grading has been modified slightly because the proposed building is smaller than the one approved in
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2016. Ms. Lambert added that an infiltration pond that was part of the 2016 approval has been changed to a detention pond and that an amendment to the alteration of terrain application will be necessary.

Ms. Lambert said that the 100-foot buffer around that pond would be restored with wetland plant packages from the state nursery and that some trees would also be added. She said that a conditional use permit application would be submitted to address any improvements in the buffer that require one. Ms. Lambert said that lighting is proposed on the building, but that no other site lighting is proposed. She said that a lighting plan could be submitted. Ms. Lambert said that no signage is being proposed for the site, and that a parking calculation would be submitted. She said that 41 parking spaces will be required.

Regarding the flood hazard area, Ms. Lambert said that the project is hydraulically connected to the floodplain, and that any lost volume is being replicated as part of the project. Regarding base survey information, Ms. Lambert asked if the Planning Board would be willing to accept the survey information that was accepted as part of the 2016 application. She said that wetlands were verified in May of 2018 and that wetlands scientist stamps are current. Ms. Lambert said that the wetlands scientist will be involved in the implementation of the wetlands restoration.

Ms. Lambert said she had spoken with David Sylvia and that DOT is concerned about the impact of a tight turning radius on trucks turning right into Bittern Lane. She said that DOT is going to require that a wider turning lane be provided. Ms. Dawson indicated that road improvements would have to be approved by the Board of Selectmen. Ms. Lambert said that AoT is requiring a treatment swale to be installed along Bittern Lane between the road and the pond.

MOVED by Ms. Alden to continue PB Case 18-10 to the July 10, 2018 Planning Board Meeting. SECONDED by Ms. Dawson.

All in favor, none opposed: MOTION APPROVED.

Other Business

MOVED by Ms. Alden to adjourn this meeting. SECONDED by Ms. Dembitzky.

All in favor, none opposed: MOTION APPROVED.
The meeting adjourned at 8:02 PM.

JT/ds