

**LINCOLN PLANNING BOARD
REGULAR MEETING MINUTES
WEDNESDAY, FEBRUARY 14, 2018 – 6:00PM
LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN NH**

APPROVED

Present: Chairman Jim Spanos, John Hettinger, Paula Strickon, O.J. Robinson (Board of Selectmen Representative), Callum Grant (alternate) and Ron Beard (alternate & Fire Chief)

Members Excused: Norm Belanger (alternate), and Vice-Chair R. Patrick Romprey

Members Absent: None

Staff Present: Planner Carole Bont

Staff Excused: Ellyn Gibbs, Administrative Assistant (recorder)

Guests:

- **Kevin McNamara** of 1595 Easton Valley Rd, Franconia NH 03580-5414, Realtor at RE/MAX in the Mountains, 264 Main Street, Suite 2, PO Box 175, Lincoln, NH 03251-0175 and **agent for Dipak Patel** from Waltham, MA for Hampton Inn proposal.
- **Burr H. D. Phillips**, PE, CPESC, Civil Solutions, LLC, PO Box 476, Bartlett, NH 03812, Engineer and **Agent for Dipak J. Patel** from Waltham, MA for Hampton Inn proposal.

- I. CALL TO ORDER** by the Chairman of Planning Board (PB); announcement of excused absences, if any, and seating of alternates(s), if necessary.

Chair Spanos called the meeting to order at 6:00 pm. Norman Belanger and Pat Romprey were excused.

- II. CONSIDERATION** of meeting minutes from:

- January 24, 2018

Motion to approve the minutes of January 24, 2018 as amended.

Motion: Hettinger

Second: Robinson

All in favor: 5-0

- III. CONTINUING AND OTHER BUSINESS** (Staff and Planning Board Member/Alternates):

- A. Conceptual – Kevin McNamara for Dipak J. Patel d/b/a Hampton Inn**

- a. Applicant:**

Dipak J. Patel d/b/a Hampton Inn from Waltham, MA

104 Princeton Avenue

Waltham, MA 02451

- b. Applicant's Agents:**

Burr H.D. Philips, PE, CPESC for Dipak J. Patel d/b/a Hampton Inn

Civil Solutions, LLC

PO Box 476

Bartlett, NH 03812

Kevin McNamara Real Estate Agent for Dipak J. Patel d/b/a Hampton Inn
Re/Max in the Mountains
264 Main Street, Suite 2
PO Box 175
Lincoln, NH 03251

b. Property:

#LO Main Street Lot 3 (Map 112, Lot 002)
#LO Main Street Lot 2 (Map 112, Lot 003)

c. Property Owner:

owned by Victor Del Regno, Trustee
Toreign III Realty
6718 Fox Hollow Drive
West Palm Beach, FL 33412

Conceptual Proposal Only:

Presentation:

Engineer Burr Philips asked to discuss his ideas about potential configurations for siting a Hampton Inn on Map 112, Lots 2 & 3 currently owned by Victor Del Regno, Trustee of Toreign III Realty.

Engineer Philips sent his client, Dipak Patel's conceptual plan to the Town last Friday. He hopes to get some feedback from the Planning Board before he gets too far into the design. He and his client are trying to avoid doing things twice as much as possible. He proposed to briefly go over the plan with the Planning Board.

Engineer Phillips said that Patel is proposing a ninety-one (91) room Hampton Inn and Suites in a three (3) story hotel, which is below the height restriction of thirty-five feet (35') to the primary eave on the uphill side at thirty-two feet (32') high. The other component of the site that they are trying preserve is a fifteen thousand square foot (15,000 sf) lot on the front corner of the site for a future use.

Engineer Phillips said that this conceptual plan shows that there are ninety-one (91) parking spaces, plus another ten (10) spaces for the future development lot. Patrons would obviously have to enter onto the hotel property to get to whatever may be on the future lot, perhaps a restaurant. There would be cross easements there if that was the case. On the back of the site, there is pavement around both sides of the Rite Aid building to a paved access in the rear of the Rite Aid site at 50 Main Street (Map 112, Lot 004). Engineer Phillips is proposing to connect to that Rite Aid rear access at the back of the site to provide for fire safety access. The aisle is generally twenty-four feet (24') wide, but in the neck of the aisle he has gone down to the minimum width of a fire lane restriction, which is only twenty feet (20') wide. He would then come out on the other side of the combined lot and tie into the rear access behind the back of the Laconia Savings Bank at 76 Main Street (Map 112, Lot 001).

Engineer Phillips said that he has spoken with Pam Bartlett, who owns the Laconia Savings Bank, and she seemed generally receptive to this idea. [The property with the Laconia Savings Bank is owned by BJB Properties of NH, 156 Greeley Street, Hudson, NH 03051.]

Engineer Phillips said that out in front of the hotel, he has plans for a carport, so cars can circle the building. Engineer Phillips said that there is this entrance which goes back out onto the highway (NH Route 112/Main Street) from the Laconia Savings Bank, shown as a dashed line on the map. For the longest time, Phillips said, he could not find any easement for that driveway. The surveyors and lawyers who looked into it could not find the easement for the driveway. However, eventually they found it on one of Pam Bartlett's old plans.

Engineer Phillips said he updated the plan a little bit today, so the plan the members of the Planning Board were looking at is a slightly different variation. He retained one entrance he pointed to, and there appeared to be a forty foot by forty foot (40'x40') easement at the corner that is lined up directly across NH Route 112/Main Street with Franklin Street. Consequently, Engineer Phillips proposed keeping that shared entrance with Laconia Savings Bank and eliminating one of the other entrances or his original conceptual plan.

Engineer Phillips originally proposed nine foot by eighteen foot (9'X18') parking spaces on the lot, which is the standard size parking space over in the Town of Conway, but he found out that nine feet by nineteen feet (9'X19') is more standard over in Lincoln. He has adjusted his plan so everything is lined up with nineteen foot (19') long parking spaces. As far as he knows, he does not know of any variances or waivers that would be required for this hotel. It is a little tight on the sides, and he wishes that he had more room to work with, but he has checked some topographic grades along the way. Engineer Phillips said he would have some very short four-foot retaining walls on either end of the site that make things work on the edge.

Questions Posed by Planning Board Members:

Positioning of the Hotel on the Site

Hettinger asked what the difference in elevation was from the west to the east end of the combined lots. Phillips replied there is roughly six to seven feet (6'-7') from the Rite Aid property to the proposed hotel. Engineer Phillips said "We come up at the middle elevation, so we have a couple feet of drop on one side and four feet (4') of rise on the other side." Engineer Phillips said the lot is still ADA accessible with a five percent (5%) grade.

Chair Spanos asked, what percent of lot are you covering? Phillips replied that, looking at the lot for the hotel alone, not the future addition, there is about a seventy-six percent (76%) lot coverage and about twenty-five percent (25%) green lawn.

Propane Tanks

Hettinger questioned the placement of the propane tanks. Hettinger asked Phillips why he would not place the propane tanks in the back of the building instead of the front. Phillips replied he would prefer to place the tanks in back of the building, but the NH State Building Code for propane tanks prevents it. For the volume of these tanks – two (2) two thousand (2,000) gallon tanks for the hotel, plus a future tank for the future business on the separate fifteen thousand (15,000) square foot lot), the tanks must be located a minimum of twenty-five feet (25') from the property line and also twenty-five feet (25') from the building itself. That limits the options to within the parking lot pretty much all the way around the building.

Fire Chief Beard said it would probably be safer if he put the propane tanks opposite the carport area. Phillips said, then he would not be the minimum of twenty-five feet (25') from the canopy. Engineer Phillips said he could argue that the highway is not a buildable lot, so this rule should not apply, but Fire Chief Beard said that would not happen.

Grant said the railroad grade located behind the two lots is considered a state right of way. The railroad grade on Main Street, Boston & Maine, (Map 112, Lot 010) is owned by the State of New Hampshire, Bureau of Rail & Transit – NH Department of Transportation (NH DOT). Grant said that he did not think the railroad grade would be considered a buildable lot. Grant said that the railroad grade has no pedestrian or vehicular access, so maybe the propane tanks could possibly go closer to the railroad grade than to any type of structure.

Fire Chief Beard said the person to contact to clear that idea with would be Jeffery Cyr. Jeffery Cyr is Chief Mechanical Inspector for the NH Division of Fire Safety. [603-223-4289, email: jeffrey.cyr@dos.nh.gov]

Hettinger said the location where the propane tanks are proposed would be too close to pedestrian traffic and children. Philips said the propane tanks will be buried tanks, so you would only see the hatches. Hettinger agreed, but he said the propane tanks have got vents, and the vents often leak on those damn things. Downwind you can pick up the propane smell, and if you have a high enough concentration of propane in the air the propane becomes flammable.

Grant asked Engineer Phillips, if someone builds on a small buildable lot, or you have already built on the lot, where would he propose putting the propane tank for that building?

Philips said the building would just have to be a minimum of twenty five feet (25') from the tank, so he would just have to shift the propane tanks further into the corner.

Traffic Access

Fire Chief Beard pointed out that the upper exit/entrance northeast toward the Laconia Savings Bank “is going against the grain”. People drive in and go around the right side of the bank building to get to the drive-thru window, which is located on the back side of the bank. If the bank owners look at Hampton Inn’s conceptual sketch, the bank may question the wisdom of the proposed traffic pattern. If southwest-bound traffic turns left off from NH Route 112/Main Street in, the vehicles will be going through that driveway in both directions, some turning left to go to the bank and some turning right to go into the hotel.

Dumpsters

Hettinger asked what the blue figure in the upper right hand corner of the sketch was. Philips identified the blue figure as two dumpsters, one for the predicted building and one for the hotel. One of the bays would be a utility building for mowers or whatever it was needed for. The dashed line under the dumpster would be a concrete pad to protect the pavement from trucks pulling out.

Smoking Gazebo

Engineer Phillips said on the conceptual plan there is an enclosed Concrete Masonry Unit (CMU) block structure that is greater than one hundred fifty square feet (150 sf) so he had to keep the structure a minimum of fifteen feet (15') off the property line (i.e., out of the fifteen foot setback area). He also has one (1) little ten foot by twelve foot (10'X12') building on the conceptual plan that is a gazebo meant to give smokers a place to get out of the rain. Philips is not sure if this gazebo is required by the Hampton Inn franchise, but he knows it is “preferred”. Hettinger remarked that Engineer Phillips should consider carefully how close to put the smoking gazebo to the propane tanks.

Engineer Phillips said he thinks from both the developer's and fire safety inspector's perspectives, he is going to try and prevent putting these two functions too close to each other.

Retaining Walls Within the Setback Areas

Planner Bont said that when the Town changed the definition of "structure" last year, the Planning Board was pretty focused on the requirements associated with retaining walls that are "above four foot walls," (pre-construction and post-construction affidavits, engineered plans, supervision of the construction of the walls, etc.) and that size retaining wall needing its own Land Use Permit (LUP). However, in the conceptual plan here, Philips has proposed two (2) four foot (4') retaining walls, one on each end of the two combined lots, each retaining wall located within the side setback area. In our definitions, we have, "Anything constructed or erected with a fixed location on the ground or attached to something having a fixed location on the ground excluding amusement devices and structure for floodplain management purposes." The Town does not address retaining walls four feet high or greater and whether they should be allowed within the setback areas. In her opinion, all types of retaining walls are considered structures for the purpose of this ordinance, however, the way the ordinance is written she can understand why Engineer Phillips would consider the retaining wall of four feet or less to be exempt from that restriction.

ARTICLE IV DEFINITIONS

Structure – Anything constructed or erected with a fixed location on the ground, or attached to something having a fixed location on the ground excluding amusement devices. Structure, for floodplain management purposes, also includes a walled and roofed building, a gas or liquid storage tank that is principally above ground, as well as a manufactured home.

The word "structure" includes all types of retaining walls that exceed four feet (4') in height, measured from grade at the bottom of the wall to the top of the wall. All types of retaining walls are considered "structures" for the purposes of this ordinance and these include, but are not limited to, railroad tie retaining walls, landscape timber walls, stone or block walls and concrete walls, or all types of foundations or re-enforced openings that could be called "window wells" or "retaining walls".

Because a retaining wall is considered a structure, all retaining walls that exceed four feet (4') in height require a Land Use Permit.

Permanent Structure - A building or structure that is intended to remain in place for a period of more than 180 days in any consecutive 12-month period that includes but is not limited to a tent greater than four hundred (400) square feet, a yurt, a kiosk, a shipping container, an enclosure or building made of fiber or plastic or some other temporary material, a fiber or plastic Quonset hut or any other tent-like structure that gives the appearance of being temporary with a short life expectancy.

Temporary Structure - A building or structure not meeting the definition of "permanent structure".

Planner Bont said that she just reread the definition of "structure" in the Land Use Plan Ordinance and looking at the ordinance from Engineer Phillips' perspective, she can see why he might come to this conclusion. The Planning Board wanted people to get a separate permit for retaining walls that exceeded four feet (4') in height. These walls are not over four feet (4'), but

they are still within the setback area. Is the Planning Board okay with that? If not, the Planning Board should recommend the Town change the language next year to reflect that concern.

Planner Bont had previously asked Philips about the smoking gazebo and he reminded her that he can have a smaller “accessory” structure with a lesser setback. So the gazebo is okay.

Water Shortages

Chair Spanos said Vice Chair Pat Romprey sent an email to Planner Bont that he wanted to be read into the minutes:

Wed 2/14/2018 4:57 PM

From: Patrick Romprey patrickromprey@yahoo.com

Re: Hotel conceptual

To: planning planning@lincolnnh.org ; James Spanos
james.spanos@coldwellbanker.com

Carol,

I spent some time looking at this plan. Two things jump out:

1. The lot coverage - building and pavement would appear very much over density
2. The propane tank location should be in a less traveled area most suited to rear of building.
3. The proposed lot they are removing from the main parcel will put the entire project over density by far assuming the intended use is commercial.

As a side note, how can the Town even consider this plan given the ongoing water issues yet to be resolved. I believe the town needs to start looking at the real impact that a project this size will create. Please read this letter into the meeting minutes.

Patrick Romprey

[Sent from Yahoo Mail on Android](#)

Planner Bont called on Fire Chief Beard to explain the water supply issue. Fire Chief Beard said the Water Department and the Fire Department have identified issues with water and fire protection in Lincoln. While the Town’s last water studies were more focused on assets within the town’s water system, the Town is currently reviewing a two (2) year study that identifies some issues the Town has. Fire Chief Beard said he would try to explain where this study is going. The owner of the hotel will need to engineer the hotel’s sprinkler system anyway. We will need to put in hose allowance for stand pipes, etc. The engineer will take the data we find and compile and with that data the Town will be able to tell the engineer how many gallons per minute the Town would need to meet the State Fire Code requirements for the fire suppression system and hose allowance. Then the Town will schedule an appointment with Public Works Director Nate Hadaway to perform a water flow test on the nearest water supply for that property (which would be the nearest private water hydrant). A water flow test is a way to measure the water supply available at a building site, usually for the purposes of installing a water based fire protection system (fire sprinkler system). In order to effectively fight a fire, the water supply

available must be adequate for the threat from the building and contents. The water requirements for firefighting include the rate of flow, the residual pressure required at that flow, the flow duration, and the total quantity of water required.

Fire Chief Beard said that Patel's engineer will do a flow test and after compiling the data from the flow test, the Water Department with the Fire Department will decide if there is adequate water for the required rate of fire flow within that building. If it is not adequate, the Town and the hotel will need to look at alternatives, such as a separate water storage tank. Fire Chief Beard said that actually, another property here in town is re-engineering their sprinkler system to make sure they have enough water for their new system. There is not a lot of pushback on this requirement for a water flow test because it is actually good information for the property owner to have.

Philips said Public Works Director Hadaway gave him a different answer, saying there is no problem whatsoever with gallon per unit issues, pressure, etc. According to Engineer Phillips, Hadaway told him that the main problem lies with storage tank capacity. According to Engineer Phillips, Hadaway said that storage volume is the issue, not the flow or water pressure.

Fire Chief Beard said that if he is firefighting, Public Works Director Hadaway will have to shut off the water tanks as soon as any part of the system drops to less than twenty (20) pounds per square inch (psi) residual pressure. That is why the Fire Department does the fire flow test, so they know how many gallons per minute they use. This is necessary information, because there is only an eight inch (8") water main that services all of the businesses and buildings on NH Route 112/Main Street. As a point of comparison, the Town has a twelve inch (12") water pipe on Pollard Rd which has a significantly less demand for water than the businesses on Main Street.

Fire Chief Beard said that different structures also require different gallons per minute (gpm). For instance, RiverWalk Resort is less combustible than a wood frame structure because of its steel frame. A steel frame building would require a different number of gallons per minutes (gpm) fire flow than the Hampton Inn, which is planned to be a wood frame structure.

Engineer Philips said he also did the Site Plan for the Appalachian Mountain Club Highland Center, which is another sizeable wood frame structure. For that structure, a fire protection consultant designed a sprinkler system for the building and they only had to put in two (2) two thousand gallon (2,000 gal.) storage tanks. There is no water for miles from the Highland Center.

According to Engineer Phillips, Public Works Director Hadaway told him that the Town had one and a half million (1,500,000) gallons worth of water storage.

Fire Chief Beard said that although that is true about the water storage, the Town's supporting infrastructure cannot meet the demands of some areas. The problem is that the Town has a lot of different sized pipes throughout the whole Town. For example, the eight inch (8") water main on Main Street creates a major restriction to the potential demand for water. The proposed hotel will need to account for its daily normal draw. In order to do that they will need to do a flow test and see what is left.

Planner Bont pointed out that during certain seasons and events some "normal draws" are different than others. For instance, during Massachusetts school vacation week the Town has a

much higher normal draw. Fire Chief Beard said he thinks they average the number between the busiest season and the lower seasons.

Selectman Robinson said we are currently working with David F. Edson, P.E., and Carl L. Quiram of the engineering firm known as Hoyle, Tanner & Associates, Inc., to work out the water storage problems, but there is a bit of confusion about what they know and what they do not know. The Town has a meeting set up with the water engineers from Hoyle, Tanner & Associates in the near future. The Town and its engineers are currently working to solve some of these problems. The Town can produce enough water to meet the demand gallon-wise right now, even in busy times. The Town makes one million six hundred thousand (1,600,000) gallons of water but we do not use it all. There is enough water and room on the water system to supply another hotel. So, yes we have the water. However, we just do not know if our water pressure and water piping system is capable of transporting all of the water we will need in case of fire.

Fire Chief Beard said we have learned we do not have the elaborate infrastructure needed to support what we may need for fire protection. Fire Chief Beard said fire safety engineers have improved sprinkler systems a lot over the past twenty (20) years. Today fire departments are doing more with less, but they would not be doing their job if they did not raise the above questions.

Engineer Philips asked whether the other hotels in the area are in the same boat as far as fire protection.

Fire Chief Beard said that these problems with the infrastructure were not exposed until last fall, when he was asked to help fill a pool and the water department actually noticed the drop in the tank. Because of one pool, the department had to switch to the 3rd cell, which is normally only used for water treatment. Now that the Water Department and the Fire Department have identified the issues, they want to keep everyone safe but also not compromise the water system the Town has. Everyone going forward will be held to the same standard in terms of showing that the Town has the required water.

HVAC

Hettinger asked Engineer Phillips how his client planned to heat and air condition the rooms. Engineer Philips said that the mechanical air conditioning units will go on top of the building, because a three or four foot wall sticks up around the wall, so the HVAC units will not be visible from the street. Naturally this plan will get more detailed as it goes on. Heating units will be inside.

Extra Water Usage

Hettinger asked Engineer Phillips what the number of hot and cold taps would be in each unit. Would there be any extra discharge of water (i.e. Jacuzzis in the rooms)? Engineer Philips said there will be a pool in the back of the hotel but he is unsure of whether there will be Jacuzzis in the suite rooms.

Roof

Planner Bont said the other thing she has discussed with Engineer Phillips is the pros and cons of flat roofs vs. pitched roofs and the required pitches in northern New England. She asked Engineer Phillips to address his thinking on roofs? Chair Spanos said that there is no requirement

that requires someone to have a flat roof – it says, if it is less desirable. Planner Bont asked them to look at the Site Plan Review Regulations.

Site Plan Review Regulations, Article XV Site and Building Design Requirements

A. ARCHITECTURAL REQUIREMENTS:

The following architectural requirements shall apply to all new structures. Additions or alterations to existing structures may be exempted from specific requirements at the reasonable discretion of the Planning Board, based on such factors as the cost, scope and extent of the work, the relative proportion of the existing structure to be added or altered, and the goal of harmony with the existing structure or structures.

1. ROOFS:

Roofs shall be of various pitched varieties commonly found within the North Country.

a. Gable or Hip Roofs are most preferred. Shed and Gambrel style roofs are also acceptable. False mansard or other flat roofs are the least desirable. All roofs should have appropriate overhangs.

b. Flat roofs should not be completely eliminated from consideration, but should only be built where the size of the building does not permit a pitched roof. When flat roofs are permissible, any roof top mechanicals should be hidden from the main viewpoints on ground level.

2. ROOF MATERIALS:

Roofs shall be constructed of materials, which are commonly found in Northern New England. Shingled roofs constructed of asphalt or wood shingles are preferred. Standing seam, copper or other metal roofs are also acceptable. Multiple roof plain slopes are acceptable, as New England Architecture often includes a variety of roof styles and plains, however it should be limited. Roll roofing, built-up tar and gravel, plastic, or fiberglass roofing materials are not appropriate. On flat roofs that are not visible from public areas, other roof materials may be considered.

Signage

Grant said there seems to be no provision for signage except on the building, on the front elevation. Was Engineer Phillips' client expecting to have a road sign?

Engineer Philips said they had discussed a sign right in the middle of the alignment. He said the typical sign for a Hampton Inn is mounted on the side of the building but he is unsure of the specifics.

Planner Bont said keep the maximum height in the mind. She thought that the maximum height for a freestanding sign was 20 feet high. There are limitations on the size of wall signs and signs mounted on the building.

Aesthetic

Grant said the subject property is one of the premier sites left on Main Street to develop. He stated that while looking at the proposed elevation of the hotel, he wants Engineer Phillips to know that he would like to see an attractive looking building, not an industrial looking building

like the one in the conceptual sketch. He said this is an opportunity for an architect to produce an outstanding building on Main Street.

Philips said that a lot of times, the hotel franchise wants to underscore their brand of hotel and so they want all of their buildings to match. These hotels have a specific plan for their buildings that they want the builders to stick to.

Grant said yes, that was exactly his concern.

Subdivision

Selectman Robinson asked Engineer Phillips whether his client intended to subdivide the lot for future development before the hotel project came to the Planning Board for Site Plan Review, or did he intend to wait and reserve an application for subdivision for the future? Selectman Robinson said if Engineer Phillips intends to subdivide the lot, the Planning Board is no longer even going to consider that smaller lot as part of the hotel lot proposed for development. Therefore, the Planning Board should only be looking at the remaining portion of the lot intended to support the hotel for determining lot coverage and storm water runoff, and not the total combined lot as part of a combined package. Selectman Robinson said he assumes there are ways to mitigate water runoff from the hotel lot even if the potential other use lot is subtracted. If he includes the other lot (to be reserved for future use as a restaurant or something else) when making the initial calculations, obviously the lot coverage appears to be less (76%). Grant asked fellow Planning Board members: whether the combined lots (Map 112, Lot 002 and Map 112, Lot 003) are going to be subdivided or not, the other use (i.e., restaurant or some other use) is still part of this original plan, so wouldn't the second use also need to be reviewed?

There was some discussion about whether there would be some satellite parking for the hotel on this second lot proposed to be reserved for a future use. Engineer Philips said that using the second lot for satellite parking is debatable at this time, but he assumes the property owners will build that satellite parking lot as part of the overall hotel plan.

Engineer Philips said the soils are really good on this lot. The soils are well-drained, sandy soils, requiring basically all dry wells and catch basins with hoods. They plan to go through the process of obtaining an Alteration of Terrain Permit from the State of New Hampshire Department of Environmental Services (DES).

Planner Bont told Engineer Phillips that even if his client received an Alteration of Terrain Permit from NH DES if he met the criteria for the state, the Town also has its own Storm Water Management Plan requirements if he disturbs more than fifty percent (50%) of the lot or fifteen thousand square feet (15,000 sf) or more.

Engineer Philips said he thought he read in the Land Use Plan Ordinance that his client just needed to comply the NH Storm Water Manual, which is essentially the same as the Alteration of Terrain permit. If we're under one hundred square feet (100,000 sf), we should not need the Alteration of Terrain permit.

Planner Bont said if Engineer Phillips or his client disturbs fifty percent (50%) or more of the lot no matter the size of the lot, the Town would require a Storm Water Management and Erosion Control Plan, which would include information about a number of things like channel lines, project features, sediment and erosion control, maintenance practices and schedules, and design bases, as prepared by a professional engineer.

When these plans are completed, and the stormwater management system is installed, the structural engineer who designs and supervises its installation will have to sign a Construction Control Affidavit and prepare an Operations and Management Plan that will be recorded in the Grafton County Register of Deeds for regular maintenance of the system. The Town Engineer will oversee the design and do a third party review.

Fire Chief Beard asked if the test wells located on the subject properties had been de-commissioned by the NH DES? There were one or two test wells near the middle of those two lots, which were connected to a fuel spill on a lot across NH Route 112/Main Street.

Engineer Philips said, “As far as DES goes, they did their checks and everything is goes. The buildings across the street were certainly more affected by the fuel spill at the gas station across the street.”

Planner Bont said that NH DES required the owner of the property where the spill occurred install monitoring wells to ensure that the contamination on one side of NH Route 112/Main Street did not ooze over and contaminate property on the other side of NH Route 112/Main Street.

Traffic

Selectman Robinson said Engineer Phillips is asking the Planning Board to approve a plan that looks like he is dumping his hotel traffic flow on to the backside of the hotel and out onto his neighbors' land. Selectman Robinson said to Engineer Phillips that although Phillips said he talked to the owner of the bank, the Planning Board would require a written easement of some kind. The Planning Board would do that because what if that the property owner of the bank property sells the property and the new owners object to the traffic flow over their land?

Engineer Philips said that his client's main objective is to use the front of the property for ingress and egress off and onto NH Route 112/Main Street. Engineer Phillips says that some people use the back, like him, but the front should still be the primary entrance and exit used.

Beard asked will they have to make a DOT traffic plan? Selectman Robinson said that yes, the DOT must be notified of any development on Main Street. Philips actually already sent the plan to Jim McMahon at the DOT.

IV. NEW BUSINESS:

Chair Spanos asked about any upcoming matters. Planner said that so far, the Planning Board has not received anything for the March 28th agenda. The next regularly scheduled Planning Board meeting is March 14th.

Chair Spanos said that this meeting would be John Hettinger's and Paula Strickon's last meeting as Planning Board members unless something comes up for the 28th.

Chair Spanos said John Hettinger has been on the Planning Board since 2003. In 2003 the members of the Planning Board at the time felt that John's knowledge would benefit the Town and the Planning Board, so they actually created a third alternate seat for John. John also has been instrumental in organizing the CIP. When Chair Spanos first started on the Planning Board, the Capital Improvement Plan was a useless planning tool, but John has totally turned that around.

Chair Spanos said Paula Strickon has been with the Planning Board since 2012. She brought good knowledge, but more importantly her wit has greatly added to the board.

The Planning Board gave their leaving members a round of applause of thanks.

- V. **PUBLIC PARTICIPATION AND OTHER BUSINESS:** Public comment and opinion are welcome during this open session. However, comments and opinions related to development projects currently being reviewed by the Planning Board will be heard only during a scheduled public hearing when all interested parties have the opportunity to participate.

VI. **ADJOURNMENT**

Motion to Adjourn: Hettinger **Second:** Robinson **Motion carries.**

The meeting adjourned at 7:35 p.m.

Respectfully Submitted,
Ellyn Gibbs, Recorder

Date Approved:


James Spanos, Chair

Approval Date 04/11/2018