

DRAFT, SUBJECT TO REVIEW, CORRECTION AND APPROVAL

**DUNBARTON PLANNING BOARD
WEDNESDAY, JULY 20, 2016
DUNBARTON TOWN OFFICES – 7:00 P.M.**

The regular monthly meeting of the Dunbarton Planning Board was held at the above noted time, date and place with Chairman Kenneth Swayze presiding. The following members were present:

Board Members Present:

Kenneth Swayze, Chairman
George Holt, Co-Chairman
Alison Vallieres
Charles Frost
Jeff Crosby

Staff Members Present:

Stephen Laurin, Building, Planning and Zoning Department

Ken Swayze, Chairman, called the meeting to order at 7:05 p.m. with a five-member Planning Board present. He noted for the record that the Planning Board had a quorum for this evening's meeting and that all members would be voting.

The Chairman confirmed with Stephen Laurin that the meeting had been posted in two public places in Town, and placed on the Town's Web Site.

GENERAL SESSION:

A. General Board Administration:

Approval of prior meeting minutes;

George Holt made a MOTION to approve the minutes of June 15, 2016, as submitted.

Chuck Frost SECONDED the motion. Motion PASSED, 4-0-1. Alison Vallieres abstained.

B. Correspondence from the Secretary

None.

C. Selectmen's Report:

None.

D. Planning and Zoning Department Report – Stephen Laurin

1. The first of three 2016 Law Lectures sponsored by NH Municipal Association is scheduled for Wednesday, September 14. Registration/sign-up will be available soon.
2. The next Erosion Control Field Days are coming up on August 23 and 24. The August 23rd Field Day is in Gilford, and the August 24th Field Day is in Hancock. RSVP with the Belknap County Conservation District by August 15.
3. Kevin Leonard has submitted his June inspection reports for the Overlook Estates project.
4. NH Office of Energy and Planning just released its 2015 population estimates. Mr. Laurin noted that Dunbarton's population increased by approximately 24% between 2000 and 2010; and by an estimated 1.8% between 2010 and 2015.

5. Mr. Laurin noted that the owners of K1-01-23, Mike Smith and David Kashulines, have submitted a Variance application to the Zoning Board to allow construction on a private road/drive at the end of Holiday Shore Drive.

OLD BUSINESS:

None.

NEW BUSINESS:

The Board discussed a number of issues regarding the Overlook Estates road construction including the Planning Department's filing of Kevin Leonard's Inspection Reports, the amount of blasting on the site, and the extent of pre-blast surveys. The Chairman said that Merrill blasting is on-site, and noted that they are doing up to 20' to 32' cuts. He added that a box culvert was installed today at Overlook Drive. Jeff Crosby said they are preparing the site to install underground utilities.

Discussion ensued regarding source materials and whether a heavier base should be installed of up to 20", with a 6" top layer. George Holt said one of his concerns is that they utilize proper materials for the road construction and perform adequate compaction between layers.

George Holt questioned whether Kevin Leonard is on-site enough to ensure adequate inspections. Ken Swayze said that both Kevin and his assistant, Jeff Madden, are visiting the site. He said that Bob Grondin has reiterated that he wants Kevin Leonard to be available for inspections in a timely manner that does not slow their construction schedule.

Jeff Crosby agreed with the Chairman that the developers could be doing more frequent testing, but considering the conditions of the site they are generally doing a good job of working it.

George Holt said he likes the new forebay wet pond design. Jeff Crosby agreed, adding that it is more user-friendly for the Town. He felt that Anthony Costello took the time to come up with a design that works for the Town. George questioned the purpose of the drain pipe from the fire pond. Ken Swayze said it is intended to allow the Fire Department to drain the pond for maintenance. Stephen Laurin said he would ensure that Jon Wiggin reviews and comments on the drain pipe and the entire fire pond design.

Discussion ensued regarding the bond approval. The Chairman said the Town has asked for a schedule of values. He noted that the plans show a potential temporary turnaround at Station 32+00. He said he doesn't know why they have included that, but they will need to complete the schedule of values and formally ask Kevin Leonard for his review and approval. Kevin will then suggest a bond amount for Planning Board approval. Ken said that the \$25,000 reclamation bond will go into the new bond. He added that the developers have agreed that the Selectmen will take, upfront, deeded ownership of all land and improvements that are proposed to be turned over to the Town. He said that they will be seeking Attorney General approval for the number of lots they have.

Jeff Crosby said that now that Kevin Leonard has the new set of plans, and assuming he has no issues with them, he asked what the next step would be. Ken Swayze said he believes Kevin Leonard can provide a quick turnaround for reviewing the plans, and the Board can get all of the information it needs within the next two weeks. If that is the case, the Planning Board can schedule a workshop meeting on August 3rd. Ken reiterated that he believes the only outstanding plan issues to be resolved and approved are details of the fire pond and the wet pond designs, as well as clearly defining the Towns ownership of public improvements (treatment swales, etc.) and lands that will be owned, upfront, by the Town. The Board should have formal responses from the Fire Chief, Police Chief and Jeff Crosby.

Discussion ensued regarding any possible waiver requests that may be required. It was the belief of the Board that the developer has addressed all of the requirements in the regulations and requests made by the Board. It appears that the 125,000 gallon fire pond is shown on the plan, and other requirements have been met or exceeded. Jeff Crosby suggested that the drainage and slope easement plan be simplified to simply show a fixed number of feet running parallel to the right-of-way. Ken Swayze said he believes that the developer will taper back the steep slopes that have been blasted out during construction. After discussion, the Board agreed that a 25' easement running parallel to the right-of-way would be appropriate, unless there is a situation where an underground structural impediment is present that would require a greater easement.

In response to a question from Jeff Crosby regarding the right-of-way continuing to the landlocked property beyond the end of Overlook Drive, Ken Swayze confirmed that it will be shown on the plan as an unimproved right-of-way and will be monumented on the ground. Jeff noted that he has requested that the parking spaces at the end of Overlook Drive be moved from the inside of the cul-de-sac to the outside. He said the previous plan showing parking on the inside would interfere with their maintenance and plowing operations.

Chuck Frost said the developer has removed some trees from around the vernal pools on site. The Chairman said he did not believe they had removed any trees there. He acknowledged that they were working close to the vernal pools but they are not actually touching them.

Jeff Crosby said it is his understanding that all of the issues on the plans will have been addressed prior to the August 3rd meeting. He said George Holt has been focusing on the conservation aspects, Kevin Leonard will be looking at the engineering part of it, and Ken and other members have focused on the surveying, road and easement parts. Ken said they will put the gravel pit on the plan as an alternative.

OTHER BUSINESS:

Jeff Crosby referred to the property on Gile Hill Road currently owned by Victoria Cronin. He asked at what point in the process the exaction fee is triggered, believing that it is with the building permit. Ken confirmed that it is when the building permit is pulled. Jeff said that Ms. Cronin has decided not to build, but she still wants to get a driveway permit. He questioned whether issuance of the driveway permit would trigger payment of the exaction fee. Ken Swayze said the fee is triggered by some element of the use of the land, whether it is building or other significant use of the land. She owns a lot on an approved subdivision plan that shows a driveway, so she is entitled to a driveway permit.

ADJOURN:

Ken Swayze made a MOTION to adjourn the meeting at 8:30 p.m.

George Holt SECONDED the motion. The motion PASSED unanimously.

Respectfully submitted,
Stephen Laurin
Building, Planning and Zoning Administrative Assistant