

DRAFT, SUBJECT TO REVIEW, CORRECTION AND APPROVAL

**DUNBARTON PLANNING BOARD
WEDNESDAY, JUNE 15, 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
Charles Frost
Jeff Crosby

Staff Members Present:

Stephen Laurin, Building, Planning and Zoning Department
Dean Williams, Central NH Regional Planning Commission (CNHRPC) (arrived at 7:15)

Ken Swayze, Chairman, called the meeting to order at 7:00 p.m. with a four-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 May 18, 2016, as submitted.

Chuck Frost SECONDED the motion. Motion PASSED unanimously.

B. Correspondence from the Secretary

None.

C. Selectmen's Report:

None.

D. Jeff Crosby, Road Agent – Update of road construction projects in Town:

Jeff said he has made multiple visits to the Overlook Estates site, noting that they are charging ahead. He has met with Kevin Leonard at the site. He said Kevin ok'd the box culvert, and noted that the developer removed a rusted metal culvert and replaced it with the new, relocated culvert at the intersection with Grapevine Road, and they have patched and repaved it. They have grubbed to the end of Overlook Drive and have scraped some areas down to ledge to see how much blasting they may need to do.

He said Nancy Rheinhardt from Stack Drive in Bow has contacted him about water flowing in her basement and is blaming Overlook Estates for it. He said he went to Nancy's home and observed the wet basement, but did not see any clear evidence that Overlook is causing the problem. Ms. Rheinhardt contacted DES, and he said that Jay Ober from DES visited the site

but he was not able to determine a definitive cause of the water problem. Jeff said that he believes the Town is not in a position to resolve the issues with Ms. Rheinhardt's water problems, and he suggested to her that she work with DES to get answers.

Ken Swayze asked Stephen Laurin to make sure Jeff has a copy of Anthony Costello's response to Kevin Leonard's comments. He noted that many of Mr. Costello's responses state that certain items have yet to be addressed by either the Planning Board or Jacques Belanger. George Holt concurred, saying he would like to see a more complete plan. Jeff Crosby said that when the developers were speaking to him and Kevin Leonard last week about construction details and their desire to fast-track the work, he emphasized to them that they were working without an approved subdivision plan and things could change (e.g. k-values and elevations, etc.). He added that they have no problem with the preferred gravel specs of 304.5 for the base and 304.4 for the top. He said that Kevin Leonard is frustrated that he is not receiving updated construction schedules. He can't always do timely inspections when he doesn't know what their schedule is, and if the developer wants to move quickly, they may need to consider keeping an inspector on-site throughout the day.

Jeff Crosby updated the Board about road paving and repair projects that are continuing throughout the Town. He said he will begin paving next week approximately one mile of Grapevine Road between Gile Hill and Guinea Road where he left off last year. He will also be fixing some issues that have come up at Clifford Farm Road where there was an earlier subdivision development. There have been some water problems and rocks poking through the asphalt. He said he also continues to do minor repairs and paving of roads throughout the Town to ensure they remain reasonably functional. Some back roads need major repairs but the Town doesn't have the budget for everything.

E. Planning and Zoning Department Report – Stephen Laurin

Mr. Laurin briefly discussed his attendance at the Transportation Advisory Committee (TAC) meeting on June 3rd, and the OEP Spring Planning and Zoning Conference on June 4. He learned at the TAC meeting that NHDOT will soon be accepting applications from communities to fund pedestrian and bicycle infrastructure improvement projects valued between \$400,000 and \$1,000,000 with a 20% local match. The funding is available through the newly authorized federal Transportation Alternatives Program (TAP).

The first session he attended at the Planning and Zoning (P&Z) Conference was "Agritourism and the Role of Municipal Regulation". Although the legislature revised the definition of agriculture and agritourism, the effect on how they are regulated appears to remain unchanged. Agritourism is defined as a marketing function of a farm, and is an accessory use to the primary farm use.

He said the most interesting session at the conference was the presentation by the Planning/Zoning Coordinator for the Town of Lancaster, NH. The town performed a "policy audit" with the intent of amending the Zoning Ordinance to be more consistent with the wishes of the community as reflected in the Master Plan. The major zoning change was to implement "form-based" codes for the downtown business area of the Commercial Zone. Lancaster's "Land Use Regulation and Policy Audit" may be viewed at www.lancasternh.org/planning.

OLD BUSINESS:

None.

NEW BUSINESS:

Ken Swayze informed the Board that Jacques Belanger, agent for Industrial Communications, sent a request to extend for 30 days the conditional approval for the Industrial Communications site plan to allow them to complete the update and review process. Ken said he doesn't have a problem with this request, and added that he doesn't want to see them come back every 30 days to request an extension, and suggested giving them a 60 day extension. Board members had no objection to granting a 60 day extension.

Jeff Crosby made a MOTION to grant a 60 day extension to meet conditions of approval for the Industrial Communications site plan, approved by the Planning Board on April 16, 2016.

Chuck Frost SECONDED the motion. The motion PASSED unanimously.

MASTER PLAN UPDATES:

Dean Williams, Transportation Planner with CNHRPC, introduced himself and described his proposed layout for the Transportation section of the Master Plan. He handed out copies of a brief overview of existing transportation conditions that he intends to include in the Transportation section. He provided details of the work that he will be doing to pull together data to put into concise formats, and the maps he will be producing. He handed out additional maps showing Road/Stream Crossings, Traffic Count Locations, and Pavement Condition throughout the Town, Roads by Legislative Class, and Roads by Functional Class.

Dean discussed the Class III Recreational roads and the 0.6 miles of Class VII Federal roads in Town. He noted that Block Grant aid is based on the Legislative Class of roads. Discussion continued regarding DOT's semi-annual Road Comfort Index (RCI), the State's paving plan for 2016, and crash data. Discussion ensued regarding crash data and how it could be used to plan for safer roads. Dean said that local reporting of crash data that ultimately reaches DOT is not consistent, and there are other data challenges which limit the usefulness of the information as shown on the crash data maps. He said he will break down the crash data that he has for Dunbarton with the intent of presenting a clearer picture. He added that the Federal Highway Safety Improvement program funds road safety improvements, but that the road safety issues in this region are already being addressed in the 10-year plan.

Ken asked what the Planning Board could do to help Dean with his work. Dean said he would like to receive the latest Town roads information that Jeff Crosby has. Jeff mentioned that he has a "block" system that covers the Town and shows road traffic volume over time.

Discussion continued regarding traffic count locations and the frequency of traffic counts at various locations. Dean said there are 8 permanent locations in Town which count traffic every 3 years, and the commission offers 8-10 additional traffic count locations every year. He said the commission does traffic counts for both the state and local communities.

Dean said he will return to the Board in July or August to present and discuss his progress.

OTHER BUSINESS:

The Board discussed the revised engineering plans submitted on June 14 for the Overlook Estates project and agreed that they did not respond to the concerns of the Planning Board. George Holt said there have not been many revisions from the previous plan. He said the Board did not approve of the drainage structures that they had proposed, which included sand filters that require the Town to perform regular maintenance, and had specifically asked that they come back with plans to reduce or eliminate maintenance requirements for drainage. Jeff Crosby said Anthony Costello is continuing his work to revise the plans, and he thought that Mr. Costello was under the impression that something needed to be presented to the Planning Board by the June 15 meeting. He had met with

Anthony last week, who showed him some BMP-options for drainage designs. He told Anthony that he could live with some of the designs. He noted, however, that the only engineering changes he is aware of on the latest plans have to do with the re-grading of the road showing the correct depth of ditch-lines on all of the profiles.

George Holt noted that the site does not have adequate silt fencing in place at several locations, and emphasized the importance of installing it prior to any construction. He said the Board should send a letter to Mr. LaMontagne saying that the plans submitted are not acceptable, and the Board would not approve the plan as currently drawn. Remind them that the Board had expressed its displeasure with the drainage design at the last meeting. Jeff Crosby agreed that key issue is the design for drainage structures that unnecessarily increases costs to the Town.

George Holt said if they insist on retaining the current drainage structures, they need to setup a \$30,000 to \$50,000 stewardship fund for the Town to use for maintenance costs.

The Board agreed to send a letter to the developer stressing the need to submit complete, revised engineered and surveyed plans, and emphasizing their financial risk of continuing work without an approved plan.

ADJOURN:

George Holt made a MOTION to adjourn the meeting at 9:10 p.m.

Jeff Crosby SECONDED the motion. The motion PASSED unanimously.

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