

HOLLIS PLANNING BOARD MINUTES

February 16th, 2016

“FINAL”

PLANNING BOARD MEMBERS PRESENT: Doug Gagne - Chairman, Cathy Hoffman – Vice Chairman, Doug Cleveland, R. Hardy, Brian Stelmack

ABSENT: Chet Rogers, David Petry, Ex-Officio for Selectmen, and Dan Turcott, Alternate.

STAFF: Mark Fougere, Town Planner; Wendy Trimble, Planning Secretary

1. **CALL TO ORDER:** The Chairman Doug Gagne called the meeting to order at 7:00 pm.

2. **APPROVAL OF PLANNING BOARD MINUTES:**

C. Hoffman moved to approve the minutes of January 19th, 2016 as submitted. Motion seconded by R. Hardy. All in favor, none opposed.

3. **DISCUSSION AND STAFF BRIEFING:**

A. Agenda Additions and Deletions – M. Fougere gave the board an outline of recommended changes relative to the ground mounted solar energy systems. This will be amendments to our Site Plan Regulations and he will brief the board later tonight.

B. Committee Reports – None

C. Staff Report – None

D. Regional Impact – None

4. **SIGNATURE OF PLAN** – File #2721 Worcester Road and File #2801 Ranger Road.

File #2721 Worcester Road

M. Fougere explained that this plan was amended to show clarification with amendment to wetland area. R. Hardy asked if they had provided extra information. M. Fougere confirmed they did and that there was also a note added to the plan to further clarify the change.

C. Hoffman made a motion to authorize the Chairman to sign the plan for file #2721. D. Cleveland seconded. All in favor none opposed.

File #2801 Ranger Road

C. Hoffman made a motion to authorize the Chairman to sign the plan for file #2801. D. Cleveland seconded. All in favor none opposed.

5. **Beaver Brook Association:** Review of involuntary lot mergers and proposed lot consolidations Per RSA 674:39-aa

M. Fougere explained that Beaver Brook had been before the Board previously and they are aiming to tidy up their lots, and consolidate them to match their conservation easements that presently existing to create order. They have been working closely with the assessing

office making sure all the deeds are listed properly and time has been taken to make sure everything is accurate. There are a significant number of lots but this process is standard and does not create any zoning issues it just helps Beaver Brook address their land needs.

C. Hoffman questioned why it was called involuntary. Drew Keller spoke from the floor and explained that prior to this there were a number of involuntary mergers created, and they had to go before the Selectmen to request that those were reversed before coming to the Planning Board to ask for an approval of mergers to create 6 lots as presented tonight.

The assessing office had produced a list of merged lots and all these details have been checked.

C. Hoffman made a motion to approve the proposed lots mergers for Beaver Brook. D. Cleveland seconded. All in favor none opposed.

6. Subdivision Regulation Amendment: Draft – Visual Impact Implementation

M. Fougere explained this had come up in various discussions over the past year with members of the board, and after a meeting with R. Hardy and D. Gagne, this amendment aims to come up with a new scheme to reorder how landscaping and buffering is implemented. At present it always appears to be the last thing done on a subdivision project and sometimes based on development and phasing it takes a long time for it to be done and our aim is to try to put it into some kind of order. This draft has been created from previous stipulations and our aim is to make landscaping a priority. If the landscape and buffering were done sooner it would help buffer the development as it proceeds over the years, and also give the Board time to review it as it matures.

D. Gagne asked if this document would work separately or together with the Performance Guarantee paper that he handed out last month. M. Fougere suggested they would be two separate documents.

D. Gagne recommended changing the words “landscaping” and “buffering” to “revegetation”. He also suggested including or referencing the Landscape Performance Guarantee document.

R. Hardy discussed section ‘e’ and the last sentence. After discussion it was suggested that this sentence be erased.

Maybe reference to the Requirements for Landscape Performance Guaranties would work better within the document and therefore adding it as section ‘F’ would ensure this.

B. Stelmack asked who would be doing the inspections. M. Fougere said we are going to try to have a landscape architect to fill this position. So far we have not been able to find one. We will also keep D. Gagne and R. Hardy in the loop. D. Gagne also suggested a fall back plan would be to go back to the original landscape architect who drew up the landscape plans.

Both these documents will be ready for public hearing at the March meeting.

7. Site Plan Regulation Amendment: Draft – Wildlife Habitat Inventory and Assessment

M. Fougere explained this is the additional change in procedures that was originally made in Subdivision Regulations but was omitted to be amended in the Site Plan Regulations. Adding the phrase ‘wildlife biologist approved by the Hollis Conservation Commission’ instead of ‘certified wildlife biologist’.

R. Hardy asked if there was a list. C. Hoffman said they have a list and this would be checked against when a wildlife report was asked for.

8. Master Plan Survey Results

The planning board went through some of the questions and results discussing in general. The results were not all surprising as most were similar and consistent with the previous surveys. Work will continue to categorize the written comments to gain more information from the surveys.

Agenda addition – Ground Mounted Solar Energy System Site Plan Review Requirements and Performance Standards

M. Fougere handed out the above document to the board, explaining this is a draft for changes to our site plan should the ground mounted solar power ordinance pass at the town meeting. This is for review at the Planning Board meeting next month if this happens and will be discussed to ensure it is ok and to decide if it something that the board wishes to adopt as it homes in on uniqueness of standards, monitoring and maintenance, and abandonment or decommissioning.

C. Hoffman made a non debatable motion to adjourn the meeting. D. Cleveland seconded. All in favor none opposed.

The meeting was adjourned at 8:00 PM

Respectively submitted by,

Wendy Trimble
Planning Secretary
Town of Hollis, NH