

# HOLLIS PLANNING BOARD MINUTES

March 15<sup>th</sup>, 2016

“FINAL”

**PLANNING BOARD MEMBERS PRESENT:** Doug Gagne, Chairman;  
Doug Cleveland; Brian Stelmack; Dan Turcott, Alternate; David Petry, Ex-Officio for  
Selectmen

**ABSENT:** Cathy Hoffman, Vice Chairman; Rick Hardy; Chet Rogers

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

**1. CALL TO ORDER:** The Vice Chairman Doug Gagne called the meeting to  
order at 7:04 PM.

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

D. Cleveland moved to approve the minutes of February 16<sup>th</sup>, 2016. Motion seconded  
by Brian Stelmack, all in favor, none opposed. D. Petry abstained.

**3. DISCUSSION AND STAFF BRIEFING:**

- A. Agenda Additions and Deletions – None
- B. Committee Reports – None
- C. Staff Report – None
- D. Regional Impact – None

**4. SIGNATURE OF PLAN – None**

**5. Public Hearing: Subdivision Regulation Amendment**

**Proposed amendment to Section IV, 8 by adding the new section Visual Impact  
Inventory and Assessment**

M. Fougere explained this amendment has arisen with regard to some concerns the board  
has had to addressing projects that require revegetation under our rural character  
ordinance. The board wanted them to be more specific to timing and bonding for these  
improvements and wanted them adding to our subdivision regulations where there is most  
impact. This will help clarify what we expect from an applicant, revegetation, timing and it  
links with requirements for bonding in the document titled ‘Requirements for Landscaping  
Performance Guarantees’. It puts together an expected schedule of plantings, as it will be  
better to have the plants installed in the beginning of the project rather than at the end of  
the project which is the normal now, and depending on the market it can take a long time.  
This attempts to address all these issues.

D. Gagne asked why we would not incorporate this into both subdivision plans regulations  
and site plan regulations. M. Fougere explained we could but we do have more control over  
site plans. We do not tend to get large site plan applications so it has not tended to be an  
issue. But if we ever did we could incorporation some of these stipulations into our  
conditions of approval.

D. Gagne asked for the boards input tonight but would like them to consider continuing  
until the next meeting to allow absentee’s to have their say.

There was a discussion between D. Gagne and M. Fougere regarding the wording in section  
‘a’ and ‘d’. M. Fougere suggested maybe having a bond regardless of road construction or  
not. Such if the lot is disturbed for access then it needs to be replanted. Such changes will

require re-posting for Public Hearing for next month. Also section e needs to be amended to read “shall” but after discussing further it was considered better to remove section e altogether. M. Fougere confirmed that when modifying he will change the wording “Certificate of Occupation” to “Building Permit”.

D. Petry made a motion to incorporate all suggested changes for a new draft, as discussed and repost for Public Hearing for next month. B. Stelmack seconded. All in favor none opposed.

No one was present for Public Hearing.

## **6. Public Hearing: Site Plan Regulation Amendment**

### **a. Amend Section III, Procedure, paragraph K, Additional Studies 2 Wildlife Habitat Inventory and Assessment**

M. Fougere explained this was a request from the Conservation Commission. They had drafted this section and we amended it in our Subdivision Regulations but not in our Site Plan Regulations. This amendment will make it consistent. The language will assist their choice.

D. Petry made a motion to amend the Site Plan Regulations Section III, Procedure, paragraph K, Additional Studies 2 Wildlife Habitat Inventory and Assessment. D. Cleveland seconded. All in favor none opposed.

### **b. Amend Section IV by adding a new section Ground Mounted Solar Energy Systems**

M. Fougere explained this is to work with our Ground Mounted Solar Ordinance that passed last week. He asked if the Board would table this until next month also, to allow the absent board members to discuss it. This section outlines the information requirements for a site plan application but having reread it, there may be a need for an expanded introductory paragraph to help smaller sized proposals under the authority of the Planning Board.

D. Gagne had a few suggestions to change in number 2, section B, pre-existing physical features and in section C, topography of the site and include access ways. Number 3, section g, changes will included changing the word ‘encouraging’ to ‘require’ and ‘will effectively screen the proposal from all public ways and abutter views.’

D. Petry made a motion to table all the amendments suggested in the Site Plan Regulation to the next Planning board meeting on April 19<sup>th</sup>, 2016. D. Cleveland seconded. All in favor none opposed.

D. Cleveland made a non debatable motion to adjourn made and seconded by D. Petry. All in favor and none opposed.

The meeting was officially adjourned at 7:40 PM

102       Respectively submitted by,  
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106       Wendy Trimble  
107       Planning Secretary  
108       Town of Hollis, NH