

HOLLIS PLANNING BOARD MINUTES
January 15, 2019
FINAL

PLANNING BOARD MEMBERS PRESENT: Bill Moseley, Chairman; Doug Cleveland, Vice Chairman; Cathy Hoffman, Chet Rogers. Alternates: Benjamin Ming and Rick Hardy

ABSENT: Dan Turcott

STAFF PRESENT: Mark Fougere, Town Planner; Kathie Donnelly, Interim Planning Assistant.

1. CALL TO ORDER: 7:00 PM

The meeting began with the Pledge of Allegiance, led by B. Moseley. The Chair appointed B. Ming to vote in place of J. Peters.

2. APPROVAL OF PLANNING BOARD MINUTES:

D. Cleveland moved to approve the Planning Board Minutes of December 18, 2018. Motion seconded by C. Hoffman. Motion unanimously approved. C. Rogers moved to approve the site walk notes of January 5, 2019 as written. Motion seconded by C. Hoffman and unanimously approved, with B. Ming abstaining.

3. DISCUSSION AND STAFF BRIEFING:

A. Agenda Additions and Deletions – M. Fougere stated that the applicant requested the tabling of PB2018:022 until the February 19, 2019 meeting. This is a proposed 30-unit development on Silver Lake Road for Housing for Older Persons. C. Hoffman moved to table PB2018:022. The motion was seconded by C. Rogers and unanimously approved. M. Fougere stated that the applicant requested the tabling of PB2019:01, a proposed three-lot subdivision of 205 Proctor Hill Road. C. Hoffman moved to table PB2019:01. The motion was seconded by D. Cleveland and unanimously approved. B. Moseley stated that a proposed update to the Hollis Planning Board Rules of Procedure has been added to this evening's agenda. M. Fougere informed the Planning Board members that their packets include communications from Peter Baker and Joe Garruba regarding ideas and questions regarding Housing for Older Persons. These can be reviewed when zoning review begins in the fall.

B. Committee Reports – none

C. Staff Reports – none

D. Regional Impact – none

4. SIGNATURE OF PLANS

There were no plans requiring signatures.

5. HEARINGS:

- a. Proposed Zoning Change:** Amend Section X Zoning District, C. Industrial Zone, 1. Permitted Uses, by adding the following: Indoor sports or fitness businesses, including but not limited to batting cages, health clubs, golf driving ranges and gymnastic clubs.

M. Fougere stated that the ZBA Chairman came last month to advocate a Public Hearing on this zoning amendment.

B. Moseley opened the public hearing at 7:09.

Brad Vear, 6 Nichols Road, Amherst, stated that he is in favor of an expansion of uses in that zone. Mixed uses do very well in these types of zones. This could be gymnastics, cheerleading or robotics, for example. The change would allow some flexibility, avoiding a long variance process.

B. Moseley closed the public hearing at 7:12 pm.

C. Hoffman made a motion to send this item to the ballot. The motion was seconded by D. Cleveland and carried unanimously.

c. **File PB2018-025:** Conceptual Consultation – Proposed two-lot subdivision and site plan for multi-family townhome Workforce Housing development, Old Runnells Bridge Road and South Depot Road, Map 10, Lot 31-1, Owner: Raisan Leasing Corp. Applicant: Raisan Homes Elite, LLC, Zoned R & A, Recreation and Multi-family Overlay zone. Table from December 18, 2108.

B. Moseley stated that the Public Hearing for this case was held at the December 18, 2018 meeting and was then closed. M. Fougere said that during the site walk, Planning Board members got the lay of the land, a review of entrances, and an idea of special studies which might be needed. It was suggested that the access point on Runnells Bridge Road be gated because of traffic. The Fire Chief said that would be fine. For the South Depot Road entrance, there was agreement that the trees on the south corner should be saved. The Planning Board has received a few letters from abutters, namely the Brideaus and the Hurts.

Chad Brannon, Civil Engineer, Fieldstone Land Consultants, said that he is representing the owner and the applicant. Some conceptual modifications have been made since the site walk. First, the configuration of nine quad units has been changed to six quad units and four triplex buildings. The buildings have been moved further away so as to maintain the mature landscaping and thus the rural character. The alignment of roadway has been changed in order to pull the units into the open area. The South Depot Road entrance will be moved to the northwest end about 20 or 30 feet to minimize tree cutting. Mr. Brannon said they have no opposition to a gate at the Old Runnells Bridge Road entrance.

B. Moseley asked if the two ponds would be staying. Mr. Brannon said that they would be, for aesthetic reasons, pending results of test pits. Mr. Brannon said they would like to know what studies will be required for the Design Review phase. They are also looking for permission to enter the Design Review phase.

C. Hoffman stated that they would want school data, given that there will probably be a lot of children in this Workforce Housing development. M. Fougere said that this is similar to the Wood Lane development, which is older, and that his staff can gather data. He has already reached out to the Superintendent of Schools.

B. Moseley said that traffic studies would be needed for the Route 111-A and Runnells Bridge Road intersection.

D. Cleveland asked about drainage. M. Fougere said there would be a Storm Water study. Mr. Brannon said they would be required to have an alteration of terrain permit from DES. Mr. Mercurio would be on site during the test pit process and would advise regarding the septic installation. The State will require a subsurface permit from the DES, and they will need a DOT permit for access onto South Depot Road. He will share with the Planning Board any information received.

B. Moseley asked about the possibility of finding asbestos in the ground. Mr. Brannon said that it is not likely but any such hazard would be brought to light from the test pits. He added that the Planning Board

99 approved a golf course for this location some time ago, so it is likely that any such hazards would have
100 been discovered them.
101
102 M. Fougere said a history of the project is probably not needed, since the Planning Board did approve a
103 golf course for that location in the past. The consensus of the Board was that historical studies were not
104 needed.
105
106 C. Rogers asked if they would be going deeper for the test pits to look at landfill. Mr. Brannon said that the
107 test pits are ten feet deep and are done for drainage and road construction also. The test pits are very large.
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109 R. Hardy said that the abutters will want visual relief. A visual presentation analysis should be done to see
110 the height of the homes in relation to screening.
111
112 B. Ming asked about grading and the need for fill coming off the road. Mr. Brannon said they would not
113 be doing significant grading, and the soils are favorable for this.

114 B. Ming asked what would be done if traffic is a problem on South Depot Road. M. Fougere said they
115 would move the entrance further toward the signal and that DOT would be looking at it.

116 B. Moseley asked about the current sight distance. Mr. Brannon said it is greater than 400 feet in both
117 directions. The traffic reports will give exact figures.

118 M. Fougere asked about the number of test pits. Mr. Brannon said there would be about 24 test pits,
119 including those for drainage and separate septic systems.

120 B. Moseley asked if they expected to encounter any ledge. Mr. Brannon said they have not and don't
121 expect to. They do not plan to do any blasting.

122 C. Hoffman asked about the water source. Mr. Brannon said it will be Pennichuck Water. There is an
123 existing well; no decision has been made about whether it stays or goes.

124 B. Moseley asked if they would have lawn sprinklers. M. Fougere said the Fire Chief would require them.

125 R. Hardy said that a playground or activities area would be good for the children, especially because of
126 the closeness of the homes. There is ample area for this.

127 D. Cleveland asked if there would be fencing around the ponds. Mr. Brannon responded that fencing can
128 be a liability and a visual blight. Children can get hurt trying to climb fencing and debris tends to
129 accumulate where the fence meets the ground.

130 D. Cleveland made a motion to move PB2018:25 to the Design Review phase. The motion was seconded
131 by C. Hoffman and was unanimously approved.

132 M. Fougere stated that certified letters will go out to abutters and another Public Hearing will be held for
133 the Design Review phase.

134 B. Moseley reported that Ben Ming was approved as a regular member of the Planning Board at the
135 meeting of the Selectmen last evening. At the next Planning Board meeting, he will be welcomed as a
136 regular member.

137 B. Moseley read the proposed update to the Board's Rules of Procedure, adding paragraph B.6 to the
138 "Membership" Section.

‘Upon any alternate or regular member of the Planning Board having three consecutive absences from “Regular” Meetings as defined by Section G. 1, without just cause as determined by the Planning Board Chair and Vice Chair, it will be recommended by the Chair to the Board of Selectmen that the member be removed from the Planning Board.’

B. Moseley said that the proposed update to the Hollis Planning Board Rules of Procedure regarding absence from Board meetings will be voted on at the February meeting.

C. Hoffman made a motion to enter nonpublic session at 7:45 pm in accordance with the provisions of RSA 91-A: 3, II (c). The motion was seconded by C. Rogers. A roll call vote was taken: R. Hardy, aye; C. Rogers, aye; D. Cleveland, aye; B. Moseley, aye; C. Hoffman, aye; B. Ming, aye.

R. Hardy made a motion to return to public session at 8:00 pm. C. Rogers seconded the motion. A roll call vote was taken: R. Hardy, aye; C. Rogers, aye; D. Cleveland, aye; B. Moseley, aye; C. Hoffman, aye; B. Ming, aye.

D. Cleveland made a motion to seal the minutes of the non-public session, as they could adversely affect someone not a member of the Planning Board. The motion was seconded by C. Hoffman. A roll call vote was taken: R. Hardy, aye; C. Rogers, aye; D. Cleveland, aye; B. Moseley, aye; C. Hoffman, aye; B. Ming, aye.

C. Hoffman made a motion to bring the name of Matt Hartnett to the January 28, 2019 Board of Selectmen meeting as a Planning Board alternate member to fill the position of B. Ming. R. Hardy seconded the motion, which carried unanimously.

M. Fougere informed the members that C. Rogers will not be here for the March meeting of the Planning Board.

R. Hardy suggested that the Planning Board revisit the density requirements for Housing for Older Persons.

D. Cleveland made a motion to adjourn at 8:05 pm. The motion was seconded by C. Rogers and carried unanimously.

Respectfully submitted,

Kathleen Donnelly

Kathleen Donnelly
Interim Planning Assistant