

HOLLIS PLANNING BOARD MINUTES

July 20, 2021

Final

PLANNING BOARD MEMBERS PRESENT: Bill Moseley – Chairman; Doug Cleveland – Vice Chairman, Virginia Mills, and David Petry (Ex-Officio for Selectmen); Ben Ming
Alternates: Julie Mook; Rick Hardy

Absent – Chet Rogers – Julie Mook voting
Jeff Peters – Rick Hardy voting

STAFF PRESENT: Mark Fougere, Town Planner; Evan Clements, Assistant Planner

1. CALL TO ORDER: 7:00 PM. B. Moseley led the group in the Pledge of Allegiance.

2. APPROVAL OF PLANNING BOARD MINUTES:

- a. May 18, 2021: **Motion to approve** – motioned by D. Petry; seconded by V. Mills – motion passed unanimously
- b. June 15, 2021: – **motion to approve minutes as amended** – motioned by D. Petry; seconded by V. Mills. B. Ming abstained. Motion passed.
- c.

3. DISCUSSION AND STAFF BRIEFING

a. Agenda Item changes:

M. Fougere: File PB 2020-024. Discussed last week and plan set which was submitted was lacking detail. Recommend to be tabled until 8/17/2021 meeting. Noted, there was a site walk on 7/16/2021 with DOT officials. Discussed issues and concerns. DOT doesn't foresee major issues but applicant will be asked to address some concerns. Motion to table File 2020-024 until August 17, 2021 meeting – motioned by D. Petry; seconded by D. Cleveland. V. Mills abstained from vote. Motion accepted.

b. Committee reports – none

c. Staff Report – none

d. Regional Impact – none

4. Signature of Plans: PB2021-011 – Howe Lane Major Subdivision

Motion to approve the signature of plans for PB2021-011. Motioned by D. Cleveland; seconded by D. Petry. Motioned passed unanimously.

5. CASES:

a. Scenic Road Hearing – Eversource Tree Trimming Operations: Federal Hill Road, Hayden Road, Plain Road

Crystal Franciosi – ACRT. Consulting Utility Forester contracted with Eversource:

Explained the project stems from major outage that occurred a couple of years ago. Trimming will improve system reliability. Two lots will be put in for power extension. Will be cutting

47 trees. Stumps will be flush cut. Chipping done on site. Logs will be removed within 2 weeks by
48 Lucas Tree Service. Some power lines will be upgraded.

49
50 **Elizabeth Bradshaw, P. E., Senior Engineer, Eversource:** The project is filling in a small
51 section where there is no power line between the junction of Plain Road. and the first house on
52 Federal Hill Road to the north. Connect and increase the voltage on the lines along Hayden
53 Road. and Federal Hill and connecting with Plain Road. Will be increasing voltage from 7,200 to
54 19,920.

55
56 *Public Hearing:*

57 Abutters - none

58 Town Residents – none

59 Other interested parties – none

60 Public Hearing closed.

61
62 **Motion to approve application for cutting along Scenic Road** - motioned by D. Cleveland;
63 seconded by D. Petry. Motion passed unanimously.

64
65 b. **File PB2020:024:** Tabled to 8/17/2021 as noted per M. Fougere. Previously during Agenda
66 Item changes discussion.

67
68 c. **File PB2021:015 – Design Review:** Proposed minor subdivision of 20.77 acre property
69 into 4 single family lots, Map 4 Lot 58, Dow Road, Applicant: Brian S. Zagorites, LLC,
70 Owner: Frances Forrester Revocable Trust, Zoned R&A. Tabled from June 15.

71
72 B. Moseley explained that there was a Public Hearing at design review stage. There will be
73 another Public Hearing during final application. Site walk was conducted today.

74 M. Fougere stated that a letter has been received from the Town Engineer who has signed off on
75 design of the private way and the drainage associated with that. Maintaining the tree line along
76 the stone wall is adequate for rural character.

77
78 Randy Haight, Meridian Land Services, stated that he has received input to change some of the
79 curve on the proposed common driveway as well as the drainage. Site review today showed
80 property lines. Trees along roadway will remain and block out the field. Site slopes away from
81 Dow Rd. He also added that they would be submitting a Landscape Plan to provide some
82 screening along the common drive for the benefit of the southern abutter.

83
84 J. Mook: Asked question requesting definition of wetlands.

85 R. Haight: Wetlands defined by 3 parameters, i.e. soil, plant species, hydrology. All 3 parameters
86 need to be present. Soil scientist or Wetlands scientist determines Wetlands.

87 R. Hardy: Discussed the existing vegetative buffer along Dow Road and if it was sufficient to
88 meet the Rural Character Ordinance. Similar situation at another location on Dow Road.
89 Suggested trees to be removed should be marked.

90
91 **Motion to move from design review stage to final application stage** by R. Hardy, seconded by
92 V. Mills. Motion passed unanimously.

d. **File PB2021-016** Proposed Site Plan to add a 41' x 30' metal workshop building to an existing welding business, Map 5, Lot 26, 98+98A Runnells Bridge Road. Applicant: Mann's Welding, Owner: Alice Mann, Zoned C. Application Acceptance & Public Hearing.

M. Fougere introduced the application by stating that the purpose of this site plan application is to outline the construction of a detached 41'x30' metal workshop building as part of an existing welding business. The property is located on the corner of Runnells Bridge Road and Pineola Drive and is zoned commercial. The building will be located within all applicable setbacks. The structure will be located approximately 36' from the property line with the northeasterly abutter. This abutting property is also zoned commercial.

The welding business received a Variance for a non-permitted use to operate at the subject property in 2010. The Variance was modified in May 2021 to reflect the applicant's desire to change the specifications of the workshop building. The original approval was for a wood structure with concrete berm. The new proposal is for a metal structure with impervious coating sealant.

Motion to accept application by D. Cleveland; seconded by D. Petry. Accepted unanimously.

Applicant: Joseph Mann, 98 Runnells Bridge Rd. Explained use of building for rust removal and other metal work on automobiles only. No chemical use in business.

D. Cleveland asked for entrance clarification.

J. Mann explained entrance is off of Pinola Dr. He went on to explain that there will be 6" Rubber bumper in front of both doorways. Floor will be sealed.

R. Hardy asked about current use of area. Proposed building area is currently being used for parking vehicles. No plan for asphalt.

D. Cleveland inquired about screening, abutters.

J. Mann stated that there were existing trees surrounding the proposed building location. It was his understanding that the abutting property was vacant but is zoned Commercial.

Public Hearing:

Abutters - none

Town Residents –Alice Mann, 98 Runnells Bridge Rd. reiterated applicant has responsible business practices.

Other interested parties – none

Public Hearing closed.

Motion for waiver from engineered site plans by D. Petry; seconded by D. Cleveland. Motion passed unanimously

Motion for waiver from 30 day waiting period by D. Cleveland; seconded by V. Mills.
Motion passed unanimously.

Motion to approve PB2021-016 by D. Petry; seconded by D. Cleveland.
Motion passed unanimously.

- e. **File PB2021:017 Planning Board Waiver:** A planning Board Waiver request to allow for the construction of a pool house within the ridgeline setback of the Sky Orchard Estates Subdivision where a structure is normally not permitted, Map 36 Lot 4-9, 47 Woodmont Drive, Applicant/Owner: Chrimson 9 Realty Trust c/o Ronald Rees, Zoned R&A.

M. Fougere stated that the purpose of this plan is to outline a waiver request to allow for the construction of a pool, pool house, and sport court within the 100' ridgeline setback that was set as a condition on the Sky Orchard Estates subdivision. The top of the pool house will have an elevation of 509' where the ridgeline has an elevation of 501'. This would put the top of the pool house approximately 8' above the ridgeline. The top of the proposed single family residence currently under construction has an elevation of approximately 517'.

The 100' ridgeline setback is not required per the Hollis Zoning Ordinance itself but was set as a note condition by the Planning Board as part of the Rural Character Ordinance. The intent was to prevent structures from being placed at the top of the ridge line or near it in such a way as to impact the scenic vistas in the neighborhood.

Motion to accept application made by D. Cleveland, seconded by V. Mills. Motion passed unanimously.

Elliott Brundage of Elliott Brundage Landscape Design , Andover, MA. Presented on behalf of Mary & Roy Smidler, Woodmont. Dr. Displayed proposed landscape plan for plantings to obscure pool house.

Ron Rees, builder.

D. Petry recused himself.

J. Mook requested clarification about location of pool house.

R. Hardy stated there is more landscaping along Rte 122 currently being installed, per plan.

B. Ming asked about view from Rte. 122.

M. Fougere stated that the house would be taller than the pool house so you could not see it from Rte. 122.

V. Mills requested clarification of set-back, top of roof & cupula and ridge line. M. Fougere explained.

D. Cleveland asked about the height of the pool house.

E. Brundage stated 17’.

R. Hardy stated there is a substantial investment being made for landscaping to include several 10-12 foot evergreen trees.

B. Moseley asked about the height of the home under construction.

R. Rees stated that the home was approximately 35’ in height.

Public Hearing:

Abutters - none

Town Residents – none

Other interested parties – none

Public Hearing closed.

E. Clements asked if the Landscape Plan should be reviewed.

M. Fougere stated landscaping addresses rural character concern. Concur landscaping will shield pool house. Suggests getting copy of plan for review by R. Hardy, approve application with stipulation that landscaping is approved by R. Hardy and Mr. Levy.

Motion to approve application with stipulation that the landscape plan is approved by R. Hardy and Mr. Levy, and appropriate bonding is in place for pool house landscaping made by R. Hardy; seconded by J. Mook. D. Petry abstained. Motion passed

f. **File PB2021:-18** – Proposed Site Plan Amendment to an existing farm stand to allow for the construction of a freezer storage unit with aesthetic enclosure, Map 50 Lot 22, 11 Monument Square,. Applicant: David Valicenti, Owner: TR Valicenti & Martha H Valicenti Trust, Zoned TC, Application Acceptance & Public Hearing.

M. Fougere stated that this site plan application outlines a proposal to construct a 180 square foot freezer adjacent to an existing barn. The applicant runs a farm operation making tomato sauce; the freezer would be used to store processed farm tomatoes. The freezer unit will be enclosed with siding and a roof; if the plan is approved by the Planning Board this application will need Historic District approval. This site also obtained Special Exception approval from the ZBA in 2012 to permit pasta making as a Home Business.

Motion to accept application by D. Hardy; seconded by D. Cleveland. Motion passed unanimously.

David Valicenti, Owner explained the freezer storage unit is necessary for storage of their product. Also explained location on property.

V. Mills asked if condensing unit is quiet. D. Valicenti responded that it is.

Motion to accept the waiver from engineered site plans by V. Mills; seconded by D. Cleveland.
Motion passed unanimously.

Motion to approve application contingent upon approval by HDC by R. Hardy; seconded by D. Petry – Motion passed unanimously.

6. Other Business –

a. Board Discussion – Facilities Chapter, Master Plan Update

M. Fougere: Has been receiving good feedback for final chapter of Master Plan which has been in process for a number of years. Will include a Goals & Objectives Section, survey results from a few years ago, Transportation, Facilities and a few other sections. We will have a Public Hearing and then the Board can move forward with adoption.

E. Clements: Working on grammar & formatting with assistance from J. Mook. Has received input from Police Dept., Chief Hoebeke regarding issues with Police Dept. facility needing more space.

D. Petry: The Master Plan and changes to the Master Plan and Surveys and inputs is what dictates how we manage zoning and regulations. Public should come to Public Hearing ready to make comments regarding sections to which they want changes. Requested number of surveys sent and number of responses received.

M. Fougere: Survey findings will be included in the Master Plan. i.e., Methodology, response rate. Board will see final document, layout, content, etc. prior to public release.

J. Mook: Asked about the Farley Building being included in the Facilities Chapter. Discussion to make statement about status in Master Plan.

D. Cleveland: Question for D. Petry regarding whether Selectmen will vote or comment on Master Plan.

D. Petry: Yes.

B. Moseley: E. Clements will pull Master Plan together structurally, will send to Board for review and when Board agrees it's ready for review, a Public Hearing will be scheduled. Public Hearing will be included in the agenda during a regular Planning Board meeting.

D. Petry: noted that under state RSA the Select Board does not need to be involved but he will bring it to the Select Board's attention.

b. Board Discussion – Prospective Alternate Member Interview

B. Moseley: Candidate for Open Alternate Position. D. Cleveland & B. Moseley reviewed all submitted applications. At this stage, felt Mr. Anderson is the best choice.

Kevin Anderson: Lifelong resident of Hollis. Described his experience in Civil, Structural, Architectural Engineering; his education, involvement with towns. Is Licensed Professional Engineer in State of New Hampshire. Currently working for Town of Merrimack. States is looking forward to serve Hollis.

c. Non-Public discussion: RSA 91 – A:3 II (c) Reputation

NON-PUBLIC SESSION

RSA 91-A:3-II(c) Reputation

D. Petry moved that the Planning Board enter Non-Public Session in accordance with RSA 91-A:3-II(c) Reputation. Seconded by D. Cleveland

Roll call vote:

V. Mills – yes J. Mook – yes R. Hardy – yes B. Ming – yes D. Petry – yes D. Cleveland – yes B. Moseley – yes

Motion passed unanimously

The Planning Board entered Non-Public Session at 8:39 pm.

Conclusion of Non- Public Session

D. Petry moved that the Planning Board enter Non-Public Session in accordance with RSA 91-A:3-II(c) Reputation. Seconded by D. Cleveland

Roll call vote:

V. Mills – yes J. Mook – yes R. Hardy – yes B. Ming – yes D. Petry – yes D. Cleveland – yes B. Moseley – yes

Motion passed unanimously

The Planning Board came out of Non-Public Session 8:48 pm. One decision was made.

ADJOURN

There being no further business, D. Petry presented a non-debatable motion to adjourn. Motion seconded by D. Cleveland and unanimously approved. Meeting adjourns at 8:50 PM.

**Respectfully submitted,
Cherie Moreno**