

HOLLIS PLANNING BOARD MINUTES
November 2, 2021 – Workshop Meeting
Final

Members of the Planning Board: Bill Moseley, Chair; Doug Cleveland, V. Chair; Julie Mook, Virginia Mills; David Petry Ex-Officio for the Selectmen; Alternate Members: Richard Hardy, Kevin Anderson

Absent: Ben Ming - R. Hardy to cover for voting purposes; Jeff Peters – K. Anderson cover for voting purposes; C. Rogers – absent

Staff: Mark Fougere - Town Planner; Evan Clements - Assistant Planner; Mike Vignale - Town Engineer

1. CALL TO ORDER - 7:00 PM

The Pledge of Allegiance was led by B. Moseley

Reminder:

*Site walk Saturday, Nov. 6, 2021. 91 N. Pepperell Rd re: Solar Panels; 9:00 AM
E. Clements with send email reminder.*

2. WORKSHOP DISCUSSION

a. Drainage Regulations.

M. Fougere explained current drainage requirements are contained in two sections: Zoning (Rural Character) & Wetlands ordinance and contain elements that are not standard. Staff believes regulations should be removed from zoning and moved into subdivision regulations and updated to make them more consistent with standard engineering practices, Federal EPA requirements for erosion control and drainage that addresses MS4 (Municipal Separate Storm Sewer System) general permit requirements.

The proposed Stormwater regulation draft submitted by staff has the MS4 requirements built in as a single regulation. Staff is asking Board if that is acceptable or if the Board would prefer to have two separate review regulations: 1) Town wide covering any development as well as 2.) MS4 requirement which would only apply to specific areas in town (as indicated on the EPA generated MS4 Urbanized Area map).

Mike Vignale, Town Engineer outlined to the Board the details of the proposed regulation. He took a template regulation from the Lower Merrimack Stormwater Coalition drafted for seacoast communities by UNH and modified it to more closely match Hollis' existing regulations while incorporating the above described updates. He noted that the major difference between the MS4 mandated requirements and existing regulations was measures that improved water quality

standards and engineered plans and studies that would be required as part of a construction plan and building permit.

Discussion about Stormwater management requirements; Town regulations for new land development; permit thresholds, erosion control measures, EPA mandates & reporting, documentation, residential understanding.

Two primary factors in MS4 requirements are population density & proximity to urbanized area. MS4 requirements provide greater water quality improvement.

- Agreement to take storm water regulations out of various places in document and put in subdivision regulations.
- Question about applying MS4 to entire town to be discussed further upon additional research provided by staff in next meeting on Nov. 16, 2021.

b. Potential Zoning Changes.

M. Fougere stated that airports and helipads are currently permitted. There have not been any inquiries into either.

Discussed reporting requirements, radio controlled aircraft, conditional use permits, state's requirements.

- Amend regulation in all zones "special exception use".
- Plan for staff to report back to Board with specifics for amendment.

Regarding zoning: "no excavation for foundation or erection, construction or structural alteration of any structure, part of a structure or occupancy can be done without a building inspector approval."

- Addition of "or site disturbance in preparation for a structure".

Board agrees to make change in wording.

Clarify the prohibition of the underground storage of petroleum products in the Aquifer Protection Overlay Zone. Fire Department is advocating for storage of propane tanks underground such as the ones on Clinton Drive. Noted that underground storage is a best management practice for life safety codes. Gasoline or oil tanks will leak into the aquifer & pollute. Propane or gas will not pollute and would be safer.

- Proposed change would include a statement that the change is supported by the Hollis Fire Dept.

Staff has received communication from Town resident inquiring about submitting a petition zoning warrant article for changing hours of operation for construction projects. Proposing no audible noise could be created outside of hours 8:30 - 5:00 M-F for any project creating 3 or buildings or having 3 or more buildable lots.

Discussion about shortening hours creating longer project times; time of year work is being done.

- Preliminary goal to try to deal with this before the end of February.

c. Master Plan Update

Pages 18 &19: Natural resources. Potential discrepancy.

90 Suggestion to clarify Planning Board goals in addressing the surveys in the community's
91 interest; consider enhancing "Rural Character" as applied to road set-backs, lot size, etc.
92 Question raised "What is Rural Character?" And what it means to the town. Discussion ensued.
93

94 V. Mills interested in sharing the draft of the chapter on "alternate modes of transportation"
95 (written by NRPC) with the Sohegan Valley Transportation Collaborative. Permission given.
96

97 K. Anderson asking about explanation of MS4 addition to document.

- 98 • Keep generic

99
100 **d. Rules of Procedure Update**

101 Setting a deadline of the Wednesday prior to a Planning Board meeting will be included in the
102 packet given to the Board on Thursday and a clear understanding that if it received after that
103 Wednesday, it will be held until the next packet for a meeting for which that the correspondence
104 is relevant.
105

106 **Motion regarding this amendment by V. Mills, seconded by J. Mook. Motion passed**
107 **unanimously.**
108

109 E. Clements will "advertise" new deadline on website.
110
111

112 Motion to adjourn by D. Cleveland; seconded by D. Petry. Passed unanimously.
113
114

115 Respectfully submitted,
116 Cherie Moreno
117