

**TOWN OF TUFTONBORO
PLANNING BOARD
April 20, 2017
MINUTES**

Members Present: Chris Sawyer, Chairman, Jack Parsons, Vice-Chairman, Bill Marcussen, Selectmen's Representative, Matt Young, Fenton Varney, Tony Triolo, Members.

Members Absent: John Cameron, John Lapolla, Members.

Staff Present: Lee Ann Hendrickson, Administrative Secretary.

Chairman Sawyer opened the meeting at 6:31 PM.

I. Consideration of Minutes

April 6, 2017

Corrections: Page 1, II.b., 1st sentence; strike "all existing" and replace with "those", strike "within the two years prior to" and replace with "since"
Page 2, Public Comment, 2nd paragraph; strike "why" & replace with "what"
Page 3, Planning Board Membership; change "Meyer" to "Meier"

It was moved by Matt Young and seconded by Jack Parsons to approve the April 6, 2017 Tuftonboro Planning Board minutes as amended. All members voted in favor. The motion passed.

II. Scheduled Appointments

Steve Hunter

Site Plan Review; Self Storage Facility

Tax Map #55-2-7

Chris Sawyer noted the public hearing was continued from February 16, 2017. She stated the applicant submitted revised plans however, those plans were incomplete; noting she sent Mr. Hunter an email referencing the outstanding items and requested the plans be revised to include those items.

Steve Hunter distributed revised plans and a revised narrative of intent outlining the phases of the project, construction notes and waiver request.

The Board reviewed the narrative and revised plans.

Matt Young questioned the ZBA conditions of approval.

Chris Sawyer read the conditions of approval for the ZBA Special Exception; noting the conditions include submittal of an updated tenant contract and installation of a permanent gate to restrict the property from the public.

Steve Hunter stated he has not submitted a tenant contract.

Chris Sawyer stated such could be incorporated as a Planning Board condition of approval.

Steve Hunter stated the lighting would be located on the east side of the building to appease residents and Route 109-A traffic. He stated there would be no doors on the south side and he shortened the length of the two middle buildings to 90' in length. He noted the submitted plan represents 24% lot coverage.

Fenton Varney verified that a NHDES Alteration of Terrain permit is not required.

Matt Young confirmed the zoning district as MDR.

Chris Sawyer questioned landscaping.

Steve Hunter stated the slope would consist of grass; noting the berm would not come all the way down to the corner.

Matt Young asked Mr. Hunter if he has considered letting the area go wild rather than plant trees.

Steve Hunter stated that some of the area would be used for staging during construction.

Fenton Varney questioned the color of the buildings.

Steve Hunter replied Ash Gray.

Jack Parsons stated that if the Board determines that screening is needed following the construction of the buildings, that landscaping could be installed at that time. He stated such could be made a condition of approval.

Matt Young questioned slope stabilization.

Steve Hunter stated additional boulders would line the slope with fabric placed behind the boulders; noting rip rap may be installed in some areas depending upon drainage areas. He noted some areas of the site would be loamed and seeded.

The Board reviewed the phasing plan.

Bill Marcussen noted Phase I outlines paving and gating of the site.

Steve Hunter stated such is an error; noting he proposes to pave following the construction of the buildings. He stated the aprons would also be paved. He stated he did not want to pave the remainder of the site until the utilities are established.

The applicant agreed to the following revisions to the phasing plan;

- Remove paving from Phase I
- Add "Paving to be completed as buildings are constructed" in associated phase(s)
- Define installation/construction of infiltration trenches in associated phase(s)

Matt Young questioned water and outflow.

Steve Hunter stated a drainage swale and retention basin is proposed; noting he is not opposed to installing a catch basin. He requested the following waivers; Section 4.3.3.F, 4.3.3.G, 4.3.3.L.1. and 4.3.3.M.

Fenton Varney requested a 5' infiltration trench at the edge of pavement be constructed (3/4"-1" stone) to minimize runoff on the upper area of the site.

Chris Sawyer verified that water and septic is not required for the project. She questioned whether the Board wishes to request a financial security for the project.

The Board discussed such and agreed not to require such.

Justin Tetherly questioned if there would be time constraints on the gate for access to the storage buildings.

Chris Sawyer replied no, noting the gate is being installed to prohibit access to the general public.

Justin Tetherly confirmed the site will be accessible 24 hours/day.

Steve Hunter replied yes, accessible by tenants.

Matt Young recommended the gate be installed upon entering the site to avoid potential safety issues if installed further on the slope.

Steve Hunter stated the location of the gate would depend upon the side slopes.

Chris Sawyer reviewed the Site Plan Review checklist.

There being no further questions or comments, Chairman Sawyer closed the public hearing.

It was moved by Tony Triolo and seconded by Fenton Varney to grant the following waivers; Sections 4.3.3.F, 4.3.3.G, 4.3.3.L.1., 4.3.3.M. All members voted in favor. The motion passed.

Chris Sawyer reviewed the following condition of approval;

1. The applicant shall submit a revised phasing plan to include the removal of paving from Phase I, include the following language for paving in remaining phases; "Paving to be completed as buildings are constructed" in associated phase(s) and define installation/construction of infiltration trenches in associated phase(s).
2. The applicant shall construct/install a 5' infiltration trench along the edge of pavement of the upper area of the site.
3. The following permits and/or approvals, and any conditions attached thereto, are adopted by reference to this approval:
 - a. NHDOT Driveway Permit
 - b. Town of Tuftonboro ZBA Special Exception, Case #474
4. Additional screening and/or landscaping may be required following the completion of construction; such to be determined following final inspection by the Code Enforcement Officer.

It was moved by Tony Triolo and seconded by Fenton Varney to approve the Stephen Hunter Site Plan Review application, Tax Map #55-2-7, subject to the recommended condition of approval. All members voted in favor. The motion passed.

**Camp Sentinel
Site Plan Review; Construct Seasonal Cabin
Tax Map #34-1-1**

Chris Sawyer stated the application is complete and read the list of abutters.

It was moved by Chris Sawyer and seconded by Bill Marcussen to accept jurisdiction of the application. All members voted in favor. The motion passed.

Rafe Longver stated the proposal includes the construction of an 18'x18' open bunk cabin; noting the size of the cabin is slightly larger than existing cabins on site to incorporate a door. He stated no septic is proposed.

Fenton Varney questioned the acreage of the parcel.

Rafe Longver replied 629 acres.

Chairman Sawyer opened the public hearing.

Chris Sawyer reviewed the Site Plan Review checklists.

There being no questions or comments, Chairman Sawyer closed the public hearing.

It was moved by Jack Parsons and seconded by Tony Triolo to approve the Camp Sentinel Site Plan Review application, Tax Map #34-1-1, as submitted. All members voted in favor. The motion passed.

III. Work Session

2017 Zoning Changes

Staff informed the Board the Zoning Ordinance has been revised per the Town Meeting vote and is being proofed by the Chairman and Vice-Chairman; once proofed, the document will be printed.

IV. Informational Items

None.

V. Public Comment

None.

VI. Other Business

Planning Board Membership

Ed Meier expressed interest in becoming an Alternate to the Planning Board.

It was moved by Tony Triolo and seconded by Matt Young to recommend to the BOS the appointment of Ed Meier as an Alternate to the Tuftonboro Planning Board. All members voted in favor. The motion passed.

Chris Sawyer stated Steve Brinser has requested appointment as a member to the Planning Board.

It was moved by Fenton Varney and seconded by Tony Triolo to recommend to the BOS the appointment of Ed Meier as a Member to the Tuftonboro Planning Board. All members voted in favor. The motion passed.

It was moved by Jack Parsons and seconded by Matt Young to adjourn the April 20, 2017 Tuftonboro Planning Board meeting. All members voted in favor.

There being no further business before the Board, the meeting adjourned at 7:50 PM.

Respectfully Submitted,

Lee Ann Hendrickson

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