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CALL TO ORDER: Chairman Santora called the meeting to order at 7:02PM.

ROLL CALL: Chairman Todd Santora, Vice Chairman Andy Brubaker, Selectman Representative Ed Beattie, Members Lisa Brown-Kucharski, Shawn Hanson, Abigail Tonry, Eric Cimon.

Not present: Alternate Member Jon Ridzon

Non-voting: Building Inspector M. Sikorski and Circuit Planner G. Coppelman

ROUTE 1 SEWER COMMITTEE UPDATE

Chairman Santora reports that the Route 1 Sewer Committee is currently investigating the installation of public sewer lines along Route 1, which would potentially hook up with Seabrook's wastewater treatment facilities for processing. Water rights would not be forfeited and property owners benefiting from the sewer service would cover the infrastructure cost of the project. The next step in this process would be for a flow analysis to be completed for the Town of Hampton Falls, which would then be sent to Town of Seabrook to review capacity expectations. Once reviewed, Hampton Falls Board of Selectmen will then decide whether to fund the project. The Committee is in the beginning stages of this process and Chairman Santora will continue to update Board Members as the project progresses.

L. Brown-Kucharski inquires as to how the flow analysis is completed. Chairman Santora explains that the analysis is executed by Jones & Beach Engineering and involves reviewing existing and vacant property along Route 1. Potential development and existing wetlands are also identified and taken into consideration. Once completed, Jones & Beach will then present a proposed flow analysis to the Board of Selectmen.

E. Beattie comments that the Board of Selectmen moved forward with a place marker for a Town Warrant article to fund the proposed flow analysis only from Jones & Beach Engineering.

Chairman Santora opens the public hearing.

PUBLIC HEARING

Case #19-11-01: Application from N. M. Cook, LLC (Property Owner: Ruth E. Pelton Rev. Trust) for a Final Public hearing for Site Plan Review for a proposed 12,000 sq. ft. building with associated parking and drainage requirements for property located at 19 Lafayette Road, Map 7 Lot 68. Waivers requested.

Henry Boyd, of Millennium Engineering Inc., is representing Applicant Miles Cook. Applicant Cook is requesting two waivers from Site Plan Review Regulations:

Article 6.2.2	Scale of the plan shall be 1" = 20' (1 inch – 20 feet).
Article 8.2.8	Driveways and parking areas shall be located in such a fashion so as not to unduly harm the owners or occupants of neighboring parcels. Driveways and parking spaces shall not be located in the required setbacks.

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H. Boyd justifies the reasoning for a waiver request from Article 6.2.2; the current site plan is at a scale of 1”=30’ due to the ease of readability for both Board Members and the Public.

Chairman Santora clarifies that the required building setback as referenced in Article 8.2.8, is 20 feet.

In regards to the waiver being requested for Article 8.2.8, H. Boyd references the Article’s intention of avoiding undue “harm to the owners of occupants of neighboring parcels.” H. Boyd confirms that only a portion of the proposed parking spaces along the North and South property lines are located within the required building setback of 20 feet. He then explains some of the challenges of the property, including wetlands, the shape of the lot, and an existing easement with the NH State DOT. H. Boyd also states that the Applicant is providing additional parking spaces; 40 spaces are proposed on the site plan while the Zoning Ordinance requires 38 spaces. He provides additional background information on the project thus far, including Applicant Cook’s willingness to reduce the overall size of the proposed building.

In regards to traffic, H. Boyd notes that the proposed site plan currently encourages the use of the Lafayette Rd. entrance via gates that prohibit customers from entering the back the building. Some vehicles, specifically delivery trucks, may need to use the Town’s public road located on Pelton Way to exit.

H. Boyd continues to detail several aspects of the proposed site plan including septic design, wetland consideration, snow storage, and landscaping.

Applicant Cook gives a brief summary on the type of proposed business that would be located on the property. He notes several amendments to the original design, which includes the reduction in the overall size of the proposed building, as well the adjustment of the location of the proposed parking spaces from the back of the proposed building to the front, to accommodate the residential properties that abut the back of the property. Additionally, he notes that the proposed building itself provides a noise buffer and “screening” from the Lafayette Rd. traffic to these abutting residents. Applicant Cook speaks to the hours of operation at his other business locations. He would request the Hampton Falls location to have the operating hours of:

Monday: Closed
Tues. – Friday: 9AM-8PM
Saturday: 8AM-5PM
Sunday: 10AM-2PM

G. Coppelman inquires if the proposed business hours are notated on the site plan. H. Boyd responds by stating the Applicant wanted to review feedback from the Public before committing it to the plan, so currently the proposed business hours are not on the plan.

Chairman Santora inquires about the possibility of vehicle test drives. Applicant Cook explains his business’ policy for on-road vehicle testing and notes that they do not allow off-road vehicle testing.

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Chairman Santora inquires about the vehicles being serviced on site. Applicant Cook states that a majority of those vehicles will be serviced inside the garage bays located at the back of the proposed building. Some vehicles may be stored outside of the garage bays in a covered storage area.

S. Hanson inquires if any vehicles will be painted on site. Applicant Cook states that no painting will take place on the property, only replacement of parts.

A. Tonry inquires if any vehicles will be displayed outside of the proposed building, and if so, where on the property. Applicant Cook responds by stating there may be some vehicles displayed in the front of the proposed building, possibly along Lafayette Rd., being mindful of the potential of encroachment. He also states that compared to the other locations of his business, there will be fewer vehicles displayed out front and all vehicles will be taken inside at night. He confirms that none of the vehicles for sale will be utilizing any of the proposed parking spaces.

A. Brubaker inquires about the distance to area wetlands, and H. Boyd confirms that there is a 75-foot wetland boundary.

Applicant Cook describes the proposed propane tank location and gallon size. He confirms that he would prefer to utilize an underground tank and will protect the filling port.

A. Brubaker inquires about the location of a well on the property. H. Boyd explains the property water rights to the well used by Pelton Farm residents. He notes that the proposed use would generate very little septage and water needs.

A. Brubaker expresses concern about the lack of screening to mitigate noise and lighting behind the proposed building. H. Boyd explains that the proposed building will act as a screen from the noise and light pollution on Lafayette Rd. He speaks to the challenges of potential landscape screening along the back portion of the property due to the low elevation and wetlands. He notes the Applicant's willingness to address potential landscaping directly with abutting property owners. Ideas include the Applicant paying for landscaping on abutting properties or fencing along the Eastern-side of the proposed building's curb line.

Chairman Santora encourages the Applicant to meet directly with the Pelton Farm Condo Association to address landscaping concerns.

Board Members and H. Boyd discuss the 35-foot height limit in relation to the proposed building's grading.

Chairman Santora inquires to the point at which Pelton Way becomes a private road. G. Coppelmann indicates that from the cul-de-sac onwards towards the residences would be considered private.

Chairman Santora inquires if testing has been completed for the existing, assumed septic area. H. Boyd confirms that test pits have been completed and indicate the soils are suitable. He confirms that they have been witnessed.

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Board Members ask the Applicant to speak to some of the design elements and materials of the exterior, in which the Applicant details.

A. Tonry notes the Record Owner of the property is inconsistent on the plans. H. Boyd explains this error and confirms this will be addressed.

Discussion continues related to additional details of the business, square footage specifications, snow storage, and landscaping challenges.

S. Hanson inquiries about the wetland setback calculation of 75 feet vs. 100 feet. After discussion between S. Hanson and H. Boyd, G. Coppelman confirms that the Board may decide if the proposed site plan should be sent to the Town Engineer and RCCD for official review.

S. Hanson notes that while a noise ordinance does not exist in Town, he would encourage the Applicant to be mindful of early morning noise since the property is located close to residences.

Chairman Santora outlines G. Coppelman's comments on the Circuit Planner's Review Memorandum in regards to Case #19-11-01.

Chairman Santora opens the public comment.

Pam Miller (Pelton Way) expresses concerns regarding the proposed usage of the residential well and the proposed hours of operation.

Applicant Cook notes that he would be willing to limit vehicle servicing hours to 6pm.

Sandy Diprema (Pelton Way) expresses concern about the proposed usage of the residential well. She would also like to better understand how any potential landscaping and irrigation could affect well usage. She inquires about potential water usage from cleaning the exterior of vehicles. She also comments about the potential decrease of abutting residents' property values and remarks that she was hoping to see more of a Hampton Falls esthetique in the proposed building façade.

Applicant Cook notes that at this time there are no proposed irrigation plans for landscaping, other than a small perennial garden. He also comments that vehicles arrive on site waxed and cleaned, and that the business rarely needs to clean the exterior of a vehicle, other than occasional mud.

Discussion takes place regarding the public usage of Pelton Way and the existing well on the property. H. Boyd comments that he will do some additional research on the existing well.

Additionally, P. Miller expresses concern about the proximity of the Pelton Farm Condo Association mail boxes to the egress that leads from the 19 Lafayette Road parking area directly onto Pelton Way.

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Jim Prentiss (Pelton Way) inquiries if any delivery trucks will be parked in the cul-de-sac located on Pelton Way. He also expresses concern about the hours of operation.

Applicant Cook responds that he would direct vendors not to park delivery trucks there, and he would also be willing to put signage to remind drivers of this.

H. Boyd comments that delivery trucks shouldn't be using the Pelton Way entrance. Ideally, trucks would only need to use that road as an exit.

Chairman Santora closed the public comment.

After discussion, Chairman Santora outlines the Board's comments on the application:

Restrict vehicle test drives to Route 1, only if needed. Test drives are not to take place on Pelton Way.
Vehicle display area should be added to the site plan.
Solidify landscaping design in cooperation with residential home owners, with a particular focus on the exposure of the back of the building/garage bays and view of the street.
Finalize hours of operation.
Dumpster pickup hours should be added to the site plan, with consideration of early morning pickups.
Solidify property's well and water sources.
Currently awaiting NH State DOT permit for guidance on the site plan.

Chairman Santora also suggests carrying the proposed design of the front of the building to the back of the building as well.

MOTION: To invoke jurisdiction.

**MOTION: S. HANSON
SECOND: A. BRUBAKER
UNANIMOUS**

MOTION: To grant the waiver of Article 8.2.8 of the Site Plan Review Regulations that require driveways and parking spaces to not be located in the required setbacks, as to allow the proposed parking spaces on the North and South Property lines to encroach into the required setbacks as this does not unduly harm or adversely affect the owners or occupants of neighboring parcels.

**MOTION: S. HANSON
SECOND: E. BEATTIE
UNANIMOUS**

MOTION: To grant the waiver from Article 6.2.2 of the Site Plan Review Regulations that require the scale of a plan to be 1" = 20' (1 inch – 20 feet), as the current scale of 1"-30' does not hinder the ability to understand and read the plan.

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**MOTION: S. HANSON
SECOND: L. BROWN-KUCHARSKI
UNANIMOUS**

MOTION: To forward the plan and plan documents to the Town Engineer and Rockingham County Conservation District for review and report upon the applicant's posting of \$3,500 payable to the Town of Hampton Falls and authorize the comments received to be forwarded to the applicant. Further to authorize the town's reviewing agents (Jones & Beach or RCCD) to speak directly with the applicants to address questions that may arise during review.

**MOTION: S. HANSON
SECOND: A. BRUBAKER
UNANIMOUS**

MOTION: To continue this hearing to the Planning Board meeting of January 28, 2020.

**MOTION: S. HANSON
SECOND: L. BROWN-KUCHARSKI
UNANIMOUS**

REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES: November 19, 2019

MOTION: To approve the November 19, 2019 meeting minutes as written.

**MOTION: L. BROWN-KUCHARSKI
SECOND: A. BRUBAKER
UNANIMOUS**

COMMUNICATIONS TO BOARD MEMBERS

E. Beattie notes that a Town Warrant Article to fund the next Master Plan has been drafted with the expenditure of \$5K.

OTHER BUSINESS- TINY HOUSE LEGISLATIVE STUDY COMMITTEE REPORT

Board Members discuss the State of NH Report on the Committee to Study Tiny Houses.

ADJOURNMENT

MOTION: To adjourn the meeting at 9:12PM.

**MOTION: L. BROWN-KUCHARSKI
SECOND: A. BRUBAKER
UNANIMOUS**

NEXT MEETING SCHEDULED TUESDAY, January 28, 2020, 7:00 p.m.