

HAMPTON PLANNING BOARD – MINUTES  
February 1, 2006 – 7:00 PM

**PRESENT:** Tracy Emerick, Chairman  
Tom Higgins, Vice Chairman  
Fran McMahon, Clerk  
Jim Workman, Selectman  
Keith Lessard  
Bill Bilodeau, Alternate  
Donna Mercer, Appointed Alternate  
James Steffen, Town Planner

**ABSENT:** Tom Gillick  
Bob Viviano  
Cliff Pratt

Chairman Emerick called the meeting to order at 7:02 PM by introducing the Board members. Ms. Donna Mercer led the Pledge of Allegiance to the flag.

Chairman Emerick announced that there is need on the Board for an Alternate Member. He indicated that Ms. Donna Mercer has expressed interest in being an alternate.

**MOVED** by Mr. Higgins to appoint Donna Mercer to the Planning Board as an Alternate Member.

**SECOND** by Mr. Workman

**VOTE:** 6-0-0

**MOTION PASSED**

Ms. Mercer sat in on this meeting as an observer. She will be sworn in as an Alternate Member at a later date.

**I. ATTENDING TO BE HEARD**

Jay Timmons/Jeff Pilibosian  
Change of Use from Retail to Office at  
24 Stickney Terrace – Unit # 2  
Map 175 Lot 16  
Owner of Record: KMA Holdings LLC

Mr. Pilibosian explained the planned change to office space. Lessard asked whether the two (2) units were condominiums, and if they were, did they have authorization from the other owner. It was noted that they had other owner authorization.

**BOARD**

**MOVED** by Mr. Lessard to grant the change of use at 24 Stickney Terrace, Unit #2, Map 175, Lot 16.

**SECOND** by Mr. Higgins

**VOTE:** 6-0-0

**MOTION PASSED**

### III. CONTINUED PUBLIC HEARINGS (FROM JANUARY 18, 2006 MEETING)

5-38 Maplecroft Building & Development LLC  
Site Plan Review at  
18-20 Keefe Avenue  
Map 290 Lots 68 & 69  
Waiver from Site Plan Regulations Section VII.C.5 (Peak rate of runoff)  
Owner of Record: Twenty Keefe Ave Realty Trust, John Kopka III  
*Jurisdiction Accepted: November 2, 2006*

5-39 Jones & Beach Engineers, Inc.  
Special Permit at  
20 Keefe Avenue  
Map 290 Lots 68 & 69  
Owner of Record: Twenty Keefe Ave Realty Trust, John Kopka

Mr. Peter Saari, Casassa & Ryan Attorneys, Mr. Joseph Coronati, Jones & Beach Engineers, and Mr. Shannon Alther, TMS Architects, presented this application.

Mr. Coronati reviewed the status of this application. He indicated that he believes all Department heads, the Town's engineer and the Hampton Beach Area Commission are satisfied with the current plans. All previous issues have been worked out.

Mr. Alther stated he met with the Hampton Beach Area Commission regarding the architecture of the project. He will submit a revised building plan to the Commission and to the Board.

Chairman Emerick asked Mr. Coronati to review the Special Permit issues with respect to the project. Mr. Coronati reviewed the changes, including a gravel driveway, additional plantings, and an advanced underground storm water system. He explained any storm water running into the marsh will be treated. He indicated there will be no pavement on site, and the Conservation Commission appeared to be amenable to these improvements.

### BOARD

Mr. Higgins asked about snow storage. He also asked Mr. Coronati to explain an issue pointed out by an abutter regarding the paved private roadway. Mr. Coronati did so.

Mr. McMahon asked for clarification that Keefe Avenue is and will remain a private street so that the Town will have no responsibility.

Mr. Lessard asked about the impact of high tides and storm surges on the storm water system. Mr. Coronati indicated that the system will handle these scenarios. They discussed a headwall and a valve and possibly upsizing a pipe. Mr. Coronati will research this further to ensure that the system will be adequate.

Mr. Lessard asked if the condominium documents would indicate that the gravel driveway would never be paved. He also asked if the parking space numbers will be marked on the bumper guards. Mr. Coronati answered in the affirmative to both questions.

**PUBLIC**

No Comments.

**BOARD**

Mr. Steffen stated that the Board will need to vote a waiver for the gravel driveway. There will need to be conditions of approval, which he stated. There will be a School Impact Fee for 8 units, since there are 2 year-round units there now.

Mr. Higgins and Mr. Lessard both indicated that a condition of approval should be that a backflow preventer would be included in the plans.

There was discussion of the requirement that the driveway and parking area remain gravel. The site plan regulations require that public driveways and parking areas must be paved.

**MOVED** by Mr. Lessard to grant a waiver from Site Plan Regulations Section VII.B.1 so that the driveway will remain gravel to reduce the runoff, which cannot be disposed of properly.

**SECOND** by Mr. Higgins

**VOTE: 6-0-0**

**MOTION PASSED**

**MOVED** by Mr. Lessard to grant a waiver from Site Plan Regulations VII.C.5 to allow an increase in peak rate of runoff.

**SECOND** by Mr. McMahon

**VOTE: 6-0-0**

**MOTION PASSED**

**MOVED** by Mr. Lessard to grant a Special Permit to Impact Wetlands subject to the following conditions:

- A notation is placed on the condominium documents that there will be no decks or patios on the first floor towards the back of the building on the western side abutting the marsh. Any decks on the 2<sup>nd</sup> floor will have no attachments to the ground and will be open above and below.
- A notation is placed on the condominium agreement that the condominium association is responsible for the cleaning of the Stormtech system with an annual report sent to the Planning Department and a copy to the Conservation Commission.
- The Conservation Commission is notified in writing at the start and finish of construction.
- Lawn care must follow the guidelines set forth in the Shoreland Protection Act.

- Proper erosion control will be in place before construction begins and remain in place until the area is stabilized and removed after construction is complete.

**SECOND** by Mr. McMahon

**VOTE: 6-0-0**

**MOTION PASSED**

**MOVED** by Mr. Lessard to grant Site Plan Approval subject to the following conditions:

- Final plans shall show the correct location of the end of pavement for Keefe Avenue.
- Final plans shall be revised to address any Ambit Engineering comments still outstanding on the engineering review. They shall also include the backflow preventer.
- The applicant’s engineer will check with Stormtech on infiltration.
- There will be assigned parking designated on the bumper stops.
- Final sign-off by the Hampton Beach Area Commission sub-committee on the building design plans.
- The final plans shall be stamped by the land surveyor and soils/wetland scientist associated with the project. The variance note shall be revised to simply state that the variances were granted by the ZBA on the applicable date.
- A Notice of Lot Merger will be completed.
- Payment of the School Impact fee of \$1,898 on eight (8) units.
- Condominium documents shall be submitted for review by the Town Attorney at a rate of \$90.00 per hour.
- The Board defines “active and substantial” for the purposes of RSA 674:39 as after completion of all public/private infrastructure improvements.
- Prior to final approval the applicant shall submit final plans, recordable Mylar, and applicable recording fees.

**SECOND** by Mr. McMahon

**VOTE: 6-0-0**

**MOTION PASSED**

5-02 Elaine & Fred Ayotte  
 Site Plan Review at  
 465 Ocean Boulevard  
 Map 266 Lot 31  
 Owner of Record: Elaine & Fred Ayotte  
*Jurisdiction Accepted: September 7, 2005*

Mr. Peter Saari, Casassa and Ryan, and Mr. Joseph Coronati, Jones & Beach Engineers, Mr. David White, Architect, presented this application.

Mr. Coronati reviewed the status of this application.

**BOARD**

Mr. Lessard asked about a lighting plan. Mr. Coronati said that a lighting plan was provided at the last meeting when this application was heard. He reviewed the specifics of this lighting plan.

## **PUBLIC**

Mr. Tom Ferrini, Wyskiel, Boc, Tillinghast & Bolduc, representing Sea Breeze Condominiums, stated that he has sought to have communication with the Ayotte's representatives and has had no success in that regard. He indicated that there are a number of items that have not as yet been addressed. These will be addressed by Mr. Scamman.

Mr. Bruce Scamman, Emmanuel Engineering, representing Sea Breeze Condominium, stated that he has looked at the tides coming in and their effect on the parking area. He indicated that he contacted the State DES with respect to the requirements in the Shoreland Protection Act for a wetlands permit. He stated that he feels the highest observable tide line needs to be revisited. He indicated a waiver would be needed from the State DES. He said they have been asking for a wetlands stamp on the plans and have not received a response. He stated they would like this reviewed by the Board. He believes that there are open issues not yet addressed.

With respect to the lighting plan, he feels that it is not sufficient.

Mr. Ferrini stated that he believes the site plan does not meet the criteria for approval.

Raymond Fay, Sea Breeze Condominium, said he drove thru 1½ feet of water today at the beach. He indicated they have 36 condominium units at their property. He said they have so much water and ice build up on the other side of their property; they can't walk along the side of the property. On the Ayotte property, there appears to be about 3 feet from an air conditioner to a fence. He does not believe that the proposed solution for storm water runoff will work. He discussed the effect of the high tides this week on various properties in Seabrook.

Mr. Fay described an icicle situation in the area.

## **BOARD**

Mr. Higgins noted that, according to the Town, the building is not in the 100-foot wetland buffer.

Mr. Higgins pointed out proposed architectural features that appear to have been changed, based on discussion with the Hampton Beach Area Commission.

Mr. Lessard said that the Board does need a wetland scientist to confirm that there is not wetland on the property.

Mr. Coronati said that NH Soil Consultants did go onto the property. They have verified that the 100-foot buffer is outside of the Ayotte property. They agree that the property is in a flood plain.

Mr. Lessard questioned the handicapped parking space #10. He stated he doesn't understand why this space is not segregated.

Mr. White described the Fair Housing requirements for a handicapped space. He then described the architectural changes made based on discussion with the Hampton Beach Area Commission. He stated that he told the Commission that if the project was approved by the Planning Board, they would be willing to go back to the Zoning Board to ask for a height variance to add detail to the roof.

Mr. McMahon asked if the handicapped parking space will be assigned to a unit. It was noted that will. Will it be included in the condominium documents that this space can be reclaimed if needed by a handicapped owner? It was stated that the condominium documents will contain this.

The Board asked additional questions about drainage.

Mr. Steffen pointed out that Ambit Engineering has asked for two conditions if approval is granted to this project.

Mr. White explained that parabolic lights will be used in the garage to focus light down. With a 3-foot wall, the light will be contained within the garage. The motion sensor lights are also downward lights and also cutoff lights.

**MOVED** by Mr. Higgins to approve the Site Plan Review at 465 Ocean Boulevard, Map 266, Lot 31, Plan 05101, Revision 5, subject to the following conditions:

- Pile driving, if needed, will not occur between June 15<sup>th</sup> and September 15<sup>th</sup>.
- Parking spaces will be marked and assigned.
- Receipt of a New Hampshire Department of Transportation Driveway Permit.
- The final plans shall be stamped by the New Hampshire licensed soils or wetland scientist associated with the project.
- The date of the Zoning Board of Adjustment approval of the variances shall be added to the plans.
- Final plans shall be revised to address Ambit Engineering comments # 20, 39 and 40 from Review of Submission, Round 4 letter, dated January 18, 2006 prior to receipt of a building permit.
- The Town shall receive stamped structural foundation design plans which incorporate the engineer's use of the under slab drainage system prior to issuing a building permit.
- An Escrow shall be established in the amount of \$2,000.00 for inspection fees.
- A pre-construction meeting at Department of Public Works will be required before construction begins.
- A Sewer permit issued by Department of Public Works will be required before construction begins.
- Payment of the School Impact Fee of n\$1,898 for the four (4) new units is required prior to issuance of a building permit.

- Condominium documents shall be submitted for review by the Town Attorney at a rate of \$90.00 per hour.
- The Board defines “active and substantial” for the purposes of RSA 674:39 as after completion of all public/private infrastructure improvements.
- Prior to final approval, the applicant shall submit final plans, recordable Mylar, and applicable recording fees.

**SECOND** by Mr. Bilodeau

**VOTE: 6-0-0**

**MOTION PASSED**

## **II. NEW PUBLIC HEARINGS**

5-51) David W Goodwin  
Special Permit to Impact Wetlands Conservation District at  
546 High Street  
Map 151 Lot 008-007  
Owner of Record: David W & Pauline T Goodwin

Mr. and Mrs. Goodwin presented this application. Mr. Goodwin described his desire to construct an enclosed deck and a stairway to that deck.

### **BOARD**

Mr. Lessard asked if agreement is needed from the abutting condominium owner or association. Goodwin responded that there isn't a condominium association.

### **PUBLIC**

No Comments.

### **BOARD**

**MOVED** by Mr. Lessard to grant a Special Permit to Impact the Wetlands Conservation District at 546 High Street, Map 151, Lot 008-007, with the following conditions:

- The proposed construction is in conformance with any condominium documents or deeds in place.
- The area underneath the enclosed deck will remain open and of a permeable surface to allow absorption in the buffer.
- Use of Wetlands Conservation District markers along the wetland buffer at the owners' expense with Conservation Commission approval.
- The driveway will be a permeable surface.
- Lawn care must follow the guidelines set forth in the Shoreland Protection Act. Grass clippings will not be placed in the buffer or in the wetlands.
- Proper erosion control will be in place before construction begins and remain in place until the area is stabilized and removed after construction is complete. (Silt fence and hay bales)

- The buffer should remain undisturbed to the degree possible in the process of construction and elevations not be changed. No additional fill is allowed. No change in elevation is allowed using existing fill.
- There are to be no additional structures such as sheds, swimming pools, gazebos, patios or other sealed surface in the buffer, other than that shown on the plan. A new Special Permit is required for the erection of any structure in the buffer.
- The Conservation Commission will be notified in writing upon commencement and completion of the project.

**SECOND** by Mr. Higgins

**VOTE: 6-0-0**

**MOTION PASSED**

6-13) Angelina Marquis & Theresa Vitagliano  
 Condominium Conversion  
 7-9 Gill Street  
 Map 223 Lot 34  
 Waiver from Subdivision Regulations Section V.E (Detailed Plan)  
 Owner of Record: Angelina Marquis & Theresa Vitagliano

Mr. Ernest Cote, Surveyor, presented this application on behalf of the owners.

**BOARD**

It was confirmed that there are four parking spaces.

**PUBLIC**

No comments.

**BOARD**

Mr. Steffen said he checked the approved Special Permit plan. There is a 2-foot drainage swale on that plan that is not on the plan before the Board. The final plan will need to include this swale.

**MOVED** by Mr. Workman to grant the waiver from Subdivision Regulations Section V.E. (Detailed Plan).

**SECOND** by Mr. McMahon

**VOTE: 6-0-0**

**MOTION PASSED**

**MOVED** by Mr. Workman to grant the condominium conversion at 7-9 Gill Street, Map 223 Lot 34, subject to the following conditions:

- The final plans shall include the drainage swale.
- A recordable Mylar and appropriate recording fees will be required.

**SECOND** by Mr. Bilodeau

**VOTE: 6-0-0**

**MOTION PASSED**

- 6-14) Mark Thurston  
 Condominium Conversion at  
 11 Thorwald Street  
 Map 223 Lot 92  
 Waiver from Subdivision Regulations Section V.E (Detailed Plan)  
 Owner of Record: Mark Thurston

Peter Saari and Mark Thurston presented this application. Mr. Saari explained the reason this Board action is required. It is new construction and is now proposed for condominium ownership.

**BOARD**

It was determined that parking will be assigned.

**PUBLIC**

No comments.

**BOARD**

**MOVED** by Mr. Lessard to grant the waiver from Subdivision Regulations Section V.E (Detailed Plan)

**SECOND** by Mr. McMahon

**VOTE: 6-0-0**

**MOTION PASSED**

**MOVED** by Mr. Lessard to approve the condominium conversion at 11 Thorwald Street Map 223. Lot 92, subject to the following conditions:

- Condominium documents shall be reviewed by the Town Attorney at the owners' expense at a rate of \$90.00 per hour.
- Parking will be marked and assigned.
- A recordable Mylar and appropriate recording fees will be required.

**SECOND** by Mr. McMahon

**VOTE: 6-0-0**

**MOTION PASSED**

- 6-16) Rademo Realty Trust  
 Special Permit to Impact Wetlands Conservation District at  
 7 Merrill Industrial Drive  
 Map 142 Lot 4-1  
 Owner of Record: Rademo Realty Trust

- 6-17) Rademo Realty Trust  
 Site Plan Review at  
 7 Merrill Industrial Drive  
 Map 142 Lot 4-1  
 Owner of Record: Rademo Realty Trust

Peter Saari, Casassa and Ryan, and Dan Balfour, Ames MSC, presented this application. Mr. Saari provided a copy of authorization from the co-applicant.

Mr. Steffen noted that the actual address of this proposal is 5 Merrill Industrial Drive.

Mr. Balfour described the proposed project. He indicated that they have made a change in a drainage swale at the request of the Conservation Commission.

## **BOARD**

Mr. Higgins stated that the dumpster was supposed to be removed at the 7 Merrill Industrial Drive site and it is still there - described as "fenced dumpster area".

Mr. Higgins asked if all the trees on the site will be removed. Mr. Balfour said they will.

Mr. Lessard asked Mr. Balfour to describe how the property functions. Mr. Balfour said he didn't know what the proposed functions within the building were at this time, so he couldn't do that. There was discussion of the rear, paved space that appears to be a loading dock area. The Board discussed the fact that they seemed to be paving a greater area than needed, at the expense of green space.

Mr. Lessard noted that essentially all the non-wetland buffer portion of the lot is sealed surface. He asked how the drainage would be handled.

Mr. Balfour described the drainage system.

Mr. Lessard asked about snow storage. This was described by the Balfour.

Mr. Steffen noted that half the space is planned as warehousing, which might explain why the plan contains such extensive sealed driveway surface.

## **PUBLIC**

No Comments.

## **BOARD**

Mr. Steffen said floor plans, elevations, and architectural renderings were not submitted. Mr. Saari said he had them. He also noted that there does not appear to be any backup for how the parking calculation was determined.

**MOVED** by Mr. Higgins to accept jurisdiction and continue the application to a date certain of March 15, 2006 to send out for departmental and engineering review with escrow established in the amount of two-thousand dollars (\$2000.00) for the engineering review.

**SECOND** by Mr. Bilodeau

**VOTE: 6-0-0**

**MOTION PASSED**

- 6-18) Hannaford Brothers Co – Attn: Jay Lord  
Special Permit to Impact Wetlands Conservation District at  
630 Lafayette Road  
Map 126 Lots 12 + 24  
Owner of Record: Hannaford Brothers Co.

Tracy Tarr and Cynthia Balcius, NH Soil Consultants, and Jay Lord, Hannaford, presented this application.

Ms. Tarr described the project. They intend to restore a berm and the original elevation of the ditch. There will be 1422 square feet of impact to wetlands. Most of the impact will be plantings.

**BOARD**

Mr. Lessard asked if there is a maintenance plan to prevent this problem from recurring.

The proposed plan includes work on a ditch that is owned, in part, by an abutter. Mr. Lord described the path of the ditch. There was discussion of past drainage and maintenance of the ditch.

Ms. Balcius said they will soon have a letter from the abutter authorizing Hannaford to represent them.

There was discussion of whether the Board can act on this application without authorization from the abutter.

**PUBLIC**

No Comments.

**BOARD**

There was continued discussion of the historical changes in the drainage paths and the quantity of runoff.

Board members indicated they needed to see the original site plan for the property to see how the drainage flowed then.

**MOVED** by Mr. Workman to continue the application to the February 15, 2006 meeting of the Planning Board.

**SECOND** by Mr. McMahon

**VOTE: 6-0-0**

**MOTION PASSED**

- 6-19) Pride Development  
Special Permit to Impact Wetlands Conservation District at  
101 Drakeside Road  
Map 187 Lot 1  
Owner of Record: Pamela Kopka DBA Pride Development

Mr. Joseph Coronati, Jones & Beach Engineers, and Mr. Peter Saari, Casassa and Ryan, presented this application.

Mr. Coronati described the property as about 7 acres with 3 sections of upland between a tidal marsh and the Drakes River. He said they had received permission previously to raze this house. Since then, the Special Permit had lapsed. He explained that this application is essentially the same. They have a State Wetlands Permit that is good until 2007. The impacts would be temporary, since the new house would be on the line of the 50-foot buffer. The project would include elimination of a septic system, since there is now Town sewer.

He indicated that, with respect to the Zoning Ordinance:

- There is about 29,000 square feet of upland out of the Wetland Conservation District.
- There must be 5,000 square feet of buildable land. They do not meet this requirement but he does not believe this applies to the property, since it is an existing lot of record that has an existing dwelling on it.

## **BOARD**

Mr. Higgins asked if a driveway would fit around the right side of the house. There was discussion that a driveway to access the rear uplands would not be possible because of space constraints.

## **PUBLIC**

No comments.

## **BOARD**

**MOVED** by Mr. Higgins to grant Special Permit to Impact Wetlands Conservation District at 101 Drakeside Road, Map 187 Lot 1, subject to the following conditions:

- The plans for the duplex must meet the following requirements in Section 2.3.7 C-a. of the Town Zoning Ordinance:
  1. A minimum of 75% of the minimum lot area required in the underlying zoning district or 30, 000 sq ft. (which ever is less) shall be outside of the wetlands and area of very poorly drained and poorly drained soils.

2. For lots that will contain more than one dwelling unit, a minimum of 75% of the minimum lot area per dwelling unit (whichever is less) shall be outside of the wetlands and areas of very poorly drained and poorly drained soils.

- The driveway is of a permeable surface.
- The debris on site within the Wetlands Conservation District is removed.
- Monumentation at 50-foot intervals along the wetland boundaries by Planning Board approval.
- Use of Wetlands Conservation District markers along the wetland buffer at the owner's expense with Conservation Commission approval.
- Permeable surface driveway
- Lawn care must follow the guidelines set forth in the Shoreland Protection Act. Grass clippings will not be placed in the buffer, or in the wetlands.
- Per the state Shoreland Protection Act no more than 50% of the trees shall be cut within a 20-year period with Conservation Commission notification.
- Proper erosion control will be in place before construction begins and remain in place until the area is stabilized and removed after construction is complete. Silt fence and hay bales
- The buffer should remain undisturbed to the degree possible in the process of construction and elevations not be changed. No additional fill is allowed. No change in elevation is allowed using existing fill.
- Spot elevation grades shall be submitted prior to construction and upon completion.
- There are to be no additional structures such as sheds, swimming pools, gazeboes, patios or other sealed surface, etc. in the buffer, other than that shown on the plan. A new Special Permit is required for the erection of any structure in the buffer.
- The Conservation Commission will be notified in writing upon commencement and completion of the project and before an occupancy permit is issued.

**SECOND** by Mr. Bilodeau

**VOTE: 6-0-0**

**MOTION PASSED**

6-20) Public Service of New Hampshire  
 Site Plan Review at  
 70 Timber Swamp Road  
 Map 102 Lots 1, 2 and 4  
 Owner of Record: Public Service of New Hampshire

6-21) Public Service of New Hampshire  
 Special Permit to Impact Wetlands Conservation District at  
 70 Timber Swamp Road  
 Map 102 Lots 1, 2 and 4  
 Owner of Record: Public Service of New Hampshire

Mr. Walt Bilynsky, Engineer with PSNH, Mr. David Manugian, Civil Engineer, presented this application. Mr. Bilynsky described the project.

Mr. Manugian discussed changes to the site and the design. With the expansion, the facility will be 150 feet from Timber Swamp Road, as opposed to the current 200-foot setback. Re-grading will be done that will have some drainage impact. There is no public access to the site, and no Town services are used by the site. There will be swales around the site catching runoff.

**BOARD**

Mr. McMahon asked about long-range plans for the site. Mr. Bilynsky said the current project should handle service needs for a significant period of time into the future. The site will not expand beyond the site proposed. Mr. Bilynsky said the proposed new capacity of 120,000 megawatts provides a buffer to deal with future needs.

Mr. Lessard asked about chemicals. The transformer coming is contained.

There was discussion of access to the land that PSNH is potentially offering to put into conservation easement with the Town.

**PUBLIC**

No comments.

**BOARD**

Kathleen Lewis, PSNH Community Relations said that they would be happy to talk with Town departments about the project.

Mr. Steffen recommends that the plans be sent out for departmental and engineering review.

**MOVED** by Mr. Lessard to accept jurisdiction and continue the application to a date certain of March 1, 2006, with plans to be sent out for departmental and engineering review with escrow established in the amount of one thousand five hundred dollars (\$1500.00) for the engineering review.

**SECOND** by Mr. McMahon

**VOTE: 6-0-0**

**MOTION PASSED**

**IV. CONSIDERATION OF MINUTES** of December 21, 2005, January 4, 2006 and January 18, 2006

December 21, 2005:

Page 7 – Add “failed to appear”.

**MOVED** by Mr. Bilodeau to accept the December 21, 2005 minutes as amended.

**SECOND** by Mr. Lessard

**VOTE: 5-0-1**

**MOTION PASSED**

January 4, 2006:

Page 2 - Arthur Moody, 3 Thompsen Road, questioned the full text and asked if it was properly posted.

Page 9 – Add that the reason for lot line adjustment was to give Mr. Caylor more land in front of his house.

Page12 – Specify that there are no toilet facilities in Unit #2

Page 15 – Reword to “Mr. Higgins noted that entrances to the parking was an issue previously with these lots”.

**MOVED** by Mr. Lessard to accept the January 4, 2006 minutes as amended.

**SECOND** by Mr. Bilodeau

**VOTE: 5-0-1**

**MOTION PASSED**

January 18, 2006:

**MOVED** by Mr. Lessard to accept the January 18, 2006 minutes.

**SECOND** by Mr. Bilodeau

**VOTE: 5-0-1**

**MOTION PASSED**

**V. OTHER BUSINESS**

Steffen noted that Ellen Goethel Chair of the Conservation Commission has asked for Special Permit approval administrative process changes that are outlined in her letter.

**MOVED** by Mr. Higgins to implement the recommendations.

**SECOND** by Mr. Workman

**VOTE: 6-0-0**

**MOTION PASSED**

- Steffen noted that Rockingham Planning Commission has again applying for more grant money for Master Plan updates. He has spoken with the Chair and he and Emerick recommend Community Facilities section which could include Recreation updated.

**MOVED** by Mr. Higgins

**SECOND** by Mr. Workman

**VOTE 6-0-0**

**MOTION PASSED**

- It was noted that Rockingham Planning Commission is hosting a Groundwater Resources meeting in Exeter at the Exeter Town Offices next Wednesday, February 8, 2006 @ 7 p.m. All Planning Board Members are welcome to attend.
- Salt Creek Condominiums – Performance Bond reduction letter.

Steffen stated that the developer would like bond reduced from \$60,000 to \$13,500 now that a revised landscaping plan has been endorsed by the Planning Board. This reduction has been accepted by the Director of Public Works.

**MOVED** by Mr. Higgins  
**SECOND** by Mr. Workman  
**VOTE 6-0-0**

**MOTION PASSED**

- Steffen stated that he had received a letter from the attorney for WCV Inc. / K Street requesting release of all but \$1,500 on a \$30,000 bond for the project. The \$1,500 would remain to cover construction of a catch basin. Before approval of this it was noted that this has to go to the Director of Public Works first for his approval.
- Steffen mentioned that he has revised the Fee Schedule to propose an increase in fees for recording. He explained in addition to the Registry recording fee he is proposing to charge mileage and a \$35.00 for staff time.

**MOVED BY** Mr. Lessard to proceed with a public hearing for the new fee.  
**SECOND BY** Mr. Bilodeau  
**VOTE: 6-0-0**

**MOTION PASSED**

**MOVED** by Mr. Lessard to adjourn.  
**SECOND** by Mr. Bilodeau  
**VOTE: 6-0-0**

**MOTION PASSED**

Meeting adjourned at 10:10 PM.

Respectfully Submitted,  
Barbara Renaud  
Planning Board Secretary