

UNAPPROVED MINUTES
Town of Auburn
Planning Board
PUBLIC HEARING
June 7, 2017

Present: Ron Poltak, Chairman. Michael Rolfe & Jeff Porter, Members. Paula Marzloff & Jess Edwards, Alternates. Dale Phillips, Selectmen's Representative. Minutes recorded by Denise Royce.

Absent: Steve Grillo, Member. Tom LaCroix, Alternate.

Mr. Poltak called the meeting to order at 7:00 p.m. and asked the Board members to introduce themselves to everyone present. First off, Mr. Poltak moved on to the acceptance of the minutes for May 17th, 2017 as well as the minutes for May 31st, 2017.

MINUTES

Mr. Porter moved to approve the minutes for May 17th, 2017 as written, Mrs. Marzloff seconded the motion. A vote was taken; all were in favor, the motion passed.

Mr. Poltak moved on to the approval of the minutes of May 31st regarding the discussion on Boxwood.

Mr. Rolfe moved to approve the minutes for May 31st, 2017 as written, Mrs. Marzloff seconded the motion. A vote was taken; all were in favor, the motion passed.

GENERAL BUSINESS

Boxwood Drive Subdivision Completion

Mr. Poltak wanted to update the Board members of what occurred at 6:00pm tonight and began reading an e-mail from Mr. Herman regarding a discussion he had with Attorney Bennett. Mr. Poltak informed the Board members that the Bank of New England made contact with Mr. Pichette today and he was pretty adamant to them that he would be completing the work. Mr. Poltak went on to read the rest of the letter to the Board members. Discussion ensued with regard to a new LOC being issued for not longer than 6 months. A few of the Board members believed it should go with the construction season and be no more than 4 months.

Mr. Poltak indicated that he had spoken with Mr. Herman, Town Administrator and that Mr. Herman indicated that the Planning Board did not need to take any action tonight with regard to Boxwood Drive.

At this time, Mr. Poltak moved on to the Public Hearing portion of the meeting.

PUBLIC HEARING

Jay Nixon

TMT Real Estate Development, LLC

792 C Londonderry Turnpike, Tax Map 1, Lot 19C

Minor Site Plan Review (Site Plan Review – Use)

Continued from April 19, 2017

Mr. Salathe began by saying that he dropped off a site plan earlier and Ms. Royce passed out copies to the Board members for their review and comment. Mr. Salathe pointed out that there were some potential issues that the Board wanted addressed at the last meeting and came up with some changes to put before the Board. Mr. Salathe stated that he believed that the Conservation Commission was on board with what they were proposing but that he did not attend that meeting. Mr. Poltak asked Mr. Salathe to explain to the Board the status of the convertible land. Mr. Salathe began by explaining the plan and where they were trying to get some of the convertible land included with Unit “C”. Mr. Salathe also explained the proposed berm that they were proposing to build to protect the wetlands. Mr. Porter believed that by building the berm that they would be actually preventing the drainage from entering the watershed. Mr. Porter hoped that Mr. Mitchell could come up with how best to mitigate that because by putting up a berm they would actually creating a break to the watershed. Mr. Salathe further added that there were two (2) proposals of which one would be to build a berm and the other would be to delineate the line with a simple rail fence. A brief discussion ensued with regard to drainage and water runoff.

Mr. Poltak wanted to get back to what the site plan revision would be and understood what Mr. Salathe was saying about transferring a portion of convertible land to Unit “C”. Mr. Poltak asked Mr. Salathe what the boundary lines would be for Unit “C” with the transfer of convertible land. Mr. Salathe pointed out the new lot lines for Unit “C” as shown on the plan provided dated June 6, 2017.

At this time, Mr. Poltak asked Mr. Salathe to what extent will this property be utilized and what would be stored. Mr. Salathe stated that, at the moment it would be a scaffolding company and that they are willing to work within the current space and have some scaffolding stored outside. Mr. Poltak did not feel comfortable working towards finalizing approval with what was before the Board tonight because he did not know where the storage would be and what it would be. Mr. Poltak asked if the applicant was present tonight. Mr. Salathe indicated that they were unable to make it tonight. Mr. Poltak informed Mr. Salathe that the Planning Board would need a site plan showing all

the information in order for them to approve it if they were going to approve it. Mr. Salathe asked if the site plan would be for the specific tenant that would be moving in. Mr. Poltak said yes as he will need to depict on the site plan what property the person will be leasing of convertible land "E" being converted to Unit "C". Mr. Poltak explained to Mr. Salathe that he will need to define what land will be converted to Unit "C" so that the Board can make a decision based on that. Mr. Rolfe believed that Mr. Mitchell knew exactly what the Board wants. Mr. Salathe understood what the Planning Board wanted to see and mentioned that Mr. Mitchell did mention that to him that the Board would probably be looking for where things would be stored. Mr. Porter believed that the outside storage was a breach of the outside regulations. Mr. Salathe said that he wished Mrs. Rouleau-Cote was present tonight as she was going to send a memo to the Board. Mr. Poltak informed everyone that he did receive that memo and that the Planning Board has jurisdiction regarding outside storage and read the section in the memo that reads "Minor Site Plan Review for Commercial Service Establishment. Planning Board may consider outside storage as part of site plan review". Mr. Poltak further added that this was a preapproved site plan and that now it was looking to have it amended. With this in mind, Mr. Poltak wanted to know specifically what was going to go on within Unit "C". Mr. Salathe informed the Board members that Mr. Mitchell is prepared to draw in the specifics for the use for Unit "C".

Mr. Poltak mentioned that he understood it, after reading the Conservation Commission meeting minutes that they were not looking to reduce it down to 50 feet from the wetlands and would be leaving it at 75 feet and that they have agreed to the placards for the wetland delineation and that he was asking that they be more specific by putting some lines on the plan to show what they are proposing to do. Mr. Salathe asked about the line of sight of being able to see the area being discussed from the road. Mr. Poltak believed that they could address that on June 21st as this would be something that would need to be addressed. Mr. Salathe understood what the Planning Board was looking for.

Mrs. Marzloff asked about the note on the plan that says that common land would be taken over by Unit "C" and that it was common land and could not be taken over. Mr. Salathe pointed out that Mr. Mitchell was supposed to take that out and forgot to take it out. Mrs. Marzloff also asked Mr. Salathe to define the use.

In conclusion, Mr. Poltak asked for a final site plan when Mr. Mitchell comes in next time on June 21st.

Mr. Poltak asked for a motion to continue this hearing until June 21st.

Mr. Porter moved to continue the Public Hearing until Wednesday, June 21st. Mrs. Phillips seconded the motion. A vote was taken; all were in favor, the motion passed.

Mr. Poltak reminded everyone that the Public Hearing has been continued until June 21st. Mr. Salathe thanked the Board and exited the meeting.

**S&H Land Services, LLC
On Behalf of Bessie Jean Kellett
460 Bunker Hill Road, Tax Map 8, Lot 55
One Lot Subdivision**

Mr. Poltak indicated that Mr. Rolfe was recusing himself from voting on this application and Mr. Poltak elevated Mr. Porter to a full voting member in place of Mr. Rolfe.

Mr. Peter Stoddard presented on behalf of the applicant with regard to a one lot subdivision located on Bunker Hill Road. Mr. Stoddard began by saying that they were before the Board back in February for a conceptual discussion regarding a 15 acre parcel to subdivide off one lot with 2.92 acres where the minimum in this zone is 2 acres. Mr. Stoddard stated that there was about 570 feet of frontage proposed where the minimum is 200 feet. Mr. Stoddard indicated that the lot is oversized and had plenty of frontage for the proposed lot. Mr. Stoddard pointed out that the only concern coming out of the Planning Board meeting was regarding sight distance of which they did get an engineer produce one and that they also had Mr. Tatem of Stantec review it as well and he did send out an e-mail stating that he was okay with what was proposed. Mr. Stoddard directed the Board members to the last page where it shows the sight distance as well as the proposed driveway location. Mr. Stoddard also informed the Board that they have already been approved for State Subdivision. Mr. Stoddard pointed out the wetlands located on the property as well as the tree line.

At this time, Mr. Poltak turned to the Board members for questions. A discussion ensued with regard to the building envelope, location of wetlands and leachfield area. Mr. Poltak stated that he did not have a problem with what they were proposing as there was a substantial buildable area. Mrs. Phillips also did not have a problem with what was being proposed as it was more than adequate. Mrs. Marzloff mentioned changing the name on the title page.

Mr. Poltak asked if there were any abutters or interested parties that had any questions or comments. Mr. and Mrs. Ramos added that it was a sizeable lot and that they did not have any issues with what was being proposed. Mr. Poltak agreed that it was more than adequate.

Mr. Porter made a motion to accept the application as complete for 460 Bunker Hill Road, Tax Map 8, Lot 55. Mrs. Marzloff seconded the motion. A vote was taken; all were in favor, the motion passed.

Mr. Porter made a motion to approve the one lot subdivision for 460 Bunker Hill Road, Tax Map 8, Lot 55. Mrs. Phillips seconded the motion. A vote was taken; all were in favor, the motion passed.

Mr. Stoddard thanked the Board for their time and exited the meeting.

OTHER

Mr. Poltak reminded the Board members that the next meeting scheduled for June 21st will be a busy night with three (3) Public Hearings and the approval of the CIP and Subdivision Regulations. Mr. Poltak also wanted to remind everyone that the Planning Board will not be meeting during the month of July and that the meetings would resume on August 2nd.

ADJOURN

Mrs. Marzloff moved to adjourn the Hearing. Mr. Edwards seconded the motion. All were in favor, the motion passed unanimously and the meeting stood adjourned at 7:41 p.m.

The next Planning Board will hold a special meeting which will be held on Wednesday, June 21st, 2017 at 7:00 p.m. at the Town Hall, 47 Chester Road unless otherwise noted.