

**APPROVED MINUTES  
Town of Auburn  
Planning Board  
January 8, 2020**

**Present:** Ron Poltak, Chairman. Michael Rolfe & Jeff Porter, Members. Paula Marzloff & Tom LaCroix, Alternates. Keith Leclair, Selectmen's Representative. Minutes recorded by Denise Royce.

**Absent:** Steve Grillo, Vice-Chairman. Jess Edwards, Alternate.

Mr. Poltak had the Board members introduce themselves to everyone present. Mr. Poltak moved on to approval of the December 18<sup>th</sup> meeting minutes.

**MINUTES**

**Mr. Leclair moved to approve the minutes for December 18<sup>th</sup>, 2019, Mr. Porter seconded the motion. A vote was taken; all were in favor, the motion passed.**

**GENERAL BUSINESS**

Mr. Poltak elevated Mr. LaCroix to full voting status in Mr. Grillo's absence for tonight's hearing.

At this time, Mr. Poltak informed the Board that they have a request to accept a new Letter of Credit for Liberty Woods Subdivision. This Letter of Credit is to replace the current Letter of Credit that we have in the amount of \$176,572.00 for reclamation of the Subdivision Surety for Liberty Woods Subdivision. This amount is to be replaced with a Letter of Credit in the amount of \$175,890.00 to be held for competition of certain improvements shown in the Subdivision Surety Estimate dated November 27, 2019 from Stantec Consulting Services, Inc. for the site plan known as "Liberty Woods Subdivision, Tax Map 8, Lot 42, 58 Dearborn Road "Guaranteed Improvements".

Mr. Poltak stated that, all they need is a motion to acknowledge acceptance of the Letter of Credit. A brief discussion ensued with regard to the Letter of Credit. Mr. Poltak read a section of the Letter of Credit that explained what exactly the Letter of Credit was providing which read as follows: "As of December 19, 2019 this Irrevocable Standby Letter of Credit has been revised to reduce the amount to \$175,890.00 to ensure completion as per surety letter dated November 27, 2019 from Stantec Consulting Services, Inc." Mr. Poltak commented that, this Letter of Credit will continue on for the duration of the project. Now, the Letter of Credit is for completion of the project because Mr. Martel would like to pull building permits to begin the project. This will allow them to complete the project and if he does not complete the project and walks away, the town

can hire a contractor and finish the road to town standards because there could be people that are living in some of those houses. Basically, you can't use reclamation surety to finish the road. The surety is to be used for what it is described for in the Surety letter.

With that said, Mr. Poltak asked for a motion and Mr. Rolfe made a motion.

**Mr. Rolfe made a motion to approve the Letter of Credit that has been revised to reduce the amount from \$176,572.00 to \$175,890.00 to ensure completion as per surety letter dated November 27, 2019 from Stantec Consulting Services, Inc. for Liberty Woods Subdivision, Tax Map 8, Lot 42, 58 Dearborn Road. Mr. Porter seconded the motion. All were in favor, the motion passed unanimously.**

Mr. Poltak indicated that the Board would now move into the Public Hearing part of the meeting. Mr. Poltak announced the time as 7:12pm that they moved into the Public Hearing.

Mr. Bill Shaw from Maine Drilling and Blasting who is Vice President of Engineering was present tonight to discuss the proposed new ordinance.

## **PUBLIC HEARING**

### **Legal Notice Town of Auburn, New Hampshire Planning Board**

The Auburn Planning Board will conduct a public hearing on **Wednesday, January 8, 2020** at 7:00 p.m. at the Auburn Town Hall, 47 Chester Road, Auburn, New Hampshire.

The purpose of the public hearing is to present a proposed amendment to the Town of Auburn Zoning Ordinance prepared by the Planning Board, and to solicit comments and discussions relative to the proposed amendments.

**Delete Article 8- Reserved for Elderly Housing Regulations** its entirety and replace it with **Article 8- 55 and Older Housing Regulations**. If adopted, the ordinance will expand and/or redefine requirements for housing designed for 55 and older residents including, but not limited to, decreasing the minimum and increasing the maximum sizes of housing units; reducing the density allowance for housing units; establishing requirements for road construction; requiring covered parking spaces; and specifying additional requirements for landscaping, fire suppression systems, outdoor lighting, building design and site layout.

A complete copy of the text of the proposed change to the Auburn Zoning Ordinance is available for public inspection at the Auburn Town Offices, 47 Chester Road, Auburn, N.H. and may also be found at the Town of Auburn's website [www.auburnnh.us](http://www.auburnnh.us).

**Dated:** **December 16, 2019**

**Signed:** **Ronald Poltak, Chairman  
Town of Auburn Planning Board,**

Mr. Poltak explained that, the Board has been working on writing an ordinance for “55 and Older Ordinance” and that they have had a number of public meetings and work sessions and the process now is to receive comments from the public associated with the content of the proposed new ordinance, if passed at the time of voting will take place of the existing regulations respectful of the same and will move forward thereafter.

At this time, Mr. Poltak believed that the Board members were well aware of the proposed new ordinance and therefore turned to Mr. Tatem for comment. Mr. Tatem indicated that, unless the Board had specific questions that he did not believe that they needed to discuss it any further. Mr. Poltak indicated that he would open it up to the public and asked Mr. Shaw for any input that he may have. Mr. Shaw began by saying that he was opposed to allowing 55 and older housing in the commercial/industrial zone. Mr. Shaw explained that, residential housing did not mesh well with commercial/industrial activities and therefore is opposed to this proposed ordinance. Mr. Shaw went on to talk about trucks and trucks backing up with back up alarms and other commercial activity and if you have people who are trying to sleep in their homes living right next to this type of activity. Mr. Shaw also pointed out that, they are a large owner of commercial/industrial property in the Town of Auburn and that he was here tonight to express their opinion that they are opposed to placing this type of housing development next to commercial/industrial property. A brief discussion ensued with regard to the location of Maine Drilling and Blasting. Mr. Shaw commented that, if such a development were to come into the area that it would probably cause them to vacate the property because they store explosives on the property and that they have setbacks from where they store the explosives. Mr. Tatem asked if the setbacks exceeded the limits of their property. Mr. Shaw said yes. Mr. Tatem believed that it was their issue because their activity should not take away the value or use of the abutting property. Mr. Shaw understood that. Mr. Poltak thanked Mr. Shaw for his input and moved on to Mr. Villeneuve.

Mr. Villeneuve commented that, he believed that there was the word “**of**” that needed to be inserted in the sentence where it reads ...in favor **of** residents 55 and older;” Mr. Villeneuve commented that, when he reads the section under “Purpose” that this new ordinance gave the Board the authority to waive any of those things in a project as they see fit. Mr. Poltak agreed and added that the ordinance tries to be as innovative and to also give them the authority to allow it to happen as opposed to being prohibitive. Mr. Villeneuve liked the fact that it gave the Board on a per instance basis to allow them to make judgement calls on an individual site. Mr. Poltak believed that it was an ordinance that was feasible and allowed things to be done. A brief discussion ensued with regard to this ordinance and the landscaping section and buffer zone.

Mr. Poltak asked if there were any further comments. None were noted. Mr. Poltak asked Mr. Shaw if all his land was within the Industrial zone. Mr. Shaw indicated that it was mostly Industrial but that there was a part that was located within the Residential zone which was located in the back end of the property which did not have any access. Mr. Rolfe asked if it was all in Auburn. Mr. Shaw said yes, it was all located within the Town of Auburn. A brief discussion ensued with regard to the Maine Drilling and Blasting site.

In conclusion, Mr. Poltak asked if there were any further comments. None were noted. With that said, Mr. Poltak asked for a motion to close the hearing.

**Mr. Porter made a motion to close the hearing. Mr. Rolfe seconded the motion. All were in favor, the motion passed unanimously.**

Mr. Poltak thanked everyone present tonight for their comments. Mr. Shaw asked when the vote would take place. Mr. Poltak explained that, what will happen is that, this will go to town meeting which will occur in March 2020. This will be voted up or down at that point. Mr. Poltak further added that, the Board would work with Maine Drilling and Blasting if an applicant does come before this Board. At this time, Mr. Poltak thanked Mr. Shaw again for his input.

A brief discussion ensued with regard to the setback requirements for Maine Drilling and Blasting and working with them if a potential developer comes before the Planning Board. Mr. Shaw was also informed that, in the event that an applicant came before the Planning Board that he would be notified as an abutter.

Mr. Poltak asked the Board that, based on tonight's discussion, did the Board members think that a second hearing was required. The Board only noted that the word "of" needed to be added and believed that it was just a grammatical issue which does not require a second hearing. The Board all agreed. Mr. Poltak indicated that, what he needed now in order to move forward was to approve the ordinance for final drafting and oversight by Town Counsel to be processed for town meeting.

**Mr. Porter made a motion to approve the ordinance for final drafting. Mr. Rolfe seconded the motion. All were in favor, the motion passed unanimously.**

Mr. Poltak thanked everyone and the discussion ended with regard to the 55 and Older Ordinance.

## **NEW BUSINESS**

Mr. Poltak shared correspondence received since the last Board meeting and additionally discussed the status of the updated lighting regulations, the C-Squared project and the need for all members to give thought and consideration to any provisions that could be future improvements to the existing site plan and subdivision regulations.

A brief discussion ensued with regard to Boxwood and the possibility that the owner will be coming back to finish the road in order to be able to build on the two (2) lots that are left in the development.

Mr. Poltak asked if anyone had any other business. None were noted. Mr. Poltak asked for a motion to adjourn.

## **ADJOURN**

**Mr. Porter moved to adjourn the Hearing. Mr. Rolfe seconded the motion. All were in favor, the motion passed unanimously and the meeting stood adjourned at 8:01p.m.**

***The next Planning Board meeting will be held on Wednesday, January 22<sup>nd</sup>, 2020 at 7:00 p.m. at the Town Hall, 47 Chester Road unless otherwise noted.***