

**TOWN OF NEW HAMPTON
PLANNING BOARD
MEETING MINUTES
NEW HAMPTON TOWN OFFICE
NEW HAMPTON, NH 03256**

August 18, 2009

MEMBERS PRESENT

Mr. Kettenring, Mrs. Lynch, Mr. Luciano, Mr. Mertz, Mr. Conkling

OTHERS PRESENT

Mrs. Lucas

CALL TO ORDER

Mr. Kettenring called the meeting to order at 7:00 PM.

MINUTES

Motion was made by Mr. Luciano to accept the minutes of July 21st and seconded by Mrs. Lynch. Vote was unanimous to accept.

CORRESPONDENCE

Mr. Kettenring acknowledged receipt of the following correspondence:

1. Announcement of the OEP Annual Planning & Zoning Conference at Loon Mountain on October 17th
2. Document on a Rural Fire Resource Planning authored by the Town Administrator, Fire Chief Michel Drake, Selectman Kenneth Mertz, Paul Tierney and others.

**CONTINUATION OF
PUBLIC
HEARING/ABUTTERS'
HEARING**

*Jason & Emily Eaton
Winona Road
Tax Map R-19, Lot 23
13.856 acres, 4 Lot
subdivision*

Mr. Kettenring recognized Jason Hall of Holden Engineering on behalf of Jason and Emily Eaton.

Mr. Hall stated access is off Sanborn Road in Ashland with proposed Lots 3 and 4 having a shared driveway while Lots 1 and 2 would have their own driveways. He was securing permits from both New Hampton and Ashland because the town border runs along the northern property line. Mr. Hall secured state permits for wetlands and subdivision for the 4 lots. He noted the Town already had a copy of the response to the technical review by the Belknap Conservation District Engineer Jerry Lang.

Chairman Kettenring read the August 13th letter from Jerry Lang which stated his recommendations: Construction drawing design sheets 1-8 should include some detail for the guard rail along the double lot driveway. Mr. Lang noted the updated drainage computation was completed and storm water analysis data narrative was adequate. Revised pre and post development hydro-cad model calculations were documented and determined to be adequate. He recommended the Board accept the proposed plan pending submission of guard rail installation detail along the double driveway as well as any recommendations from DES and the Wetlands Bureau.

Mr. Hall advised the Board he was not required to compete a Site Specific application for DES because the project didn't meet their requisite

thresholds. Additionally, approval was received from the Wetlands Board for a Dredge and Fill permit for 5,000 square feet which was submitted to the town. Revised size of the open bottom box culvert project had been 4' by 14' wide, is now narrower and a little taller to meet 100 year storm requirements requested by the town. Mr. Kettenring confirmed the town had the permits but noted the new culvert dimensions had to be updated on the Wetlands permit.

Mr. Mertz asked for clarification on the revised culvert which was originally approximately 14' wide x 4' high, and was now 12' wide by approximately 6.5' high. It was explained that higher was preferable to wider because tail water analysis (back up from the downstream culvert under Winona Road) shows greater pressure under water but less pressure when there was a portion of the culvert above water.

Mr. Conkling asked about the wells placement shown on the plan. Mr. Murphy explained that these were proposals and modifications at the site could be approved by the State's field inspection.

Mr. Kettenring read a letter from the Town of Ashland to inform the New Hampton Planning Board that driveways off Sanborn Road would have to be approved by both towns and filed with both Grafton County as well as Belknap County.

Mr. Kettenring asked for comments and questions from abutters. None was heard.

Mr. Mertz acknowledged the importance of the report by Jerry Lang which led to a design change to better meet the needs of both Ashland and New Hampton residents.

Mr. Conkling made a motion to approve the plan subject to the signature of Ashland authorities and getting the plan registered in both counties and subject to receipt of a modified Wetlands Permit. It was seconded by Kenneth Mertz and approved by the Board.

As mylars were not available, Mr. Mertz made a motion to continue the matter to the next Planning board Meeting for signatures. The motion was seconded by Mr. Luciano and passed by the Board.

**PRELIMINARY
HEARING/SUBMISSION
OF APPLICATION**

*Vacation Camp Resorts
(Jellystone Park)
31 Jellystone Park off
Route 132N, Tax Map R20,
Lot 1, 40.10 acres
Site Plan Review for
construction of a propane
filling station.*

Jayne Cohen of Jellystone Park, presented pictures of the propane filling station at the Mobile On The Run on Route 104. She presented the existing conditions report last submitted to the Board to which she added the proposed filling station. While primarily meeting the needs for filling 20 and 30 pound tanks for campers, Ms. Cohen pointed out that if a motor home wanted to fill up by the gallon, the location proposed had sufficient room for them to maneuver, although she pointed out most prefer to fill up directly at their location. The needs for propane delivery trucks were also well served by the proposed location. She stated that Campground guest purchases would be made at the camp office and staff would then turn on and off the filling station. Key personnel would be trained specifically for

handling the site via a locked cabinet with a 6' fence and security lighting which would comply with Town Lighting Ordinances.

Mrs. Lynch asked about bollard installation. Ms. Cohen advised that insurance requirements do not require even a fence, but there would be adequate protection and a fence. The facilities would not be advertised to the general public, however just like the camp store, it is technically open to the public. The intent is for the use of campers.

Ms. Cohen advised she had a discussion with Fire Chief Drake who informed her of the need for a permit for installation. She also noted a state seller's license would be required.

Mr. Kettenring asked if she would be comfortable with a condition that this was not for retail use, but for campground use only. Retail use would constitute a change in use for the property. She stated she was uncomfortable only because there could be the occasional fill that was from a non-camper use, just as there is occasional use of the snack bar by members of the public. She stated she had no intention of advertising, but she didn't want to be held to "never" selling retail in the odd case of an outside person getting a fill up.

The Board asked if there were any other changes planned on the property. Ms. Cohen said there was nothing at this time, but that work was generally considered in the fall.

Mr. Kettenring asked for dimensions and detail drawings for side and top views. He stated that an engineer was not necessary so long as detailed information on the pad, access and existing facilities were shown.

Ms. Cohen was asked who she planned to do the installation, and she advised Suburban Propane. She also noted Suburban Propane did not have any generic plans that she could provide to the Board.

Mr. Kettenring asked for any additional comments or questions. There were none. He noted the Fire Chief would need to provide written comments to the Board once plans were prepared. Ms. Cohen asked if comments from the Police Chief were required. Mr. Kettenring advised they would be welcomed, but the Fire Chief's review of the plans were paramount to the Board.

Mr. Kettenring asked for abutter comments and questions. Ms. Cohen was asked for clarification of the proposed location. (by Eva ?) The location was to be off the exit road, near the volley ball and dump station and while it might be visible the intent was to remove only those trees necessary for the pad and they wanted to obscure the facility as much as possible.

A Bridgewater resident across the river from the campground asked to see a plan approved by the Fire Chief for safety concerns, and she expressed concern about outside retail sales. She explained she had concerns about noise levels, trespassing on her property and general disruption in the area

by unsupervised guests. The Chair stated that the Board could not address grandfathered operations. Ms. Cohen stated she was more than happy to meet with anyone anytime.

Mr. Kettenring reiterated there would be a requirement about commercial sales and review of the plans by the Board and the Police and Fire Chief with regard to safety issues. He indicated the town did not have noise ordinance with specifics, but used the word "reasonable". He noted that some of the other issues the abutter brought up were civil issues and not germane to the issue at hand. He suggested a conversation with Ms. Cohen by the abutters with regard to trespass and noise.

Ms. Lucas advised she is also a Bridgewater resident across the river and has had issues with trespass in the past. She suggested the abutter call the Bridgewater police as she had done with very prompt results.

Mr. Kettenring asked for a drawing with details and letters from the Police and Fire Chief with regard to the proposed fill station and asked for a motion to continue to Planning Board meeting October 20th. Ms. Lucas added a clarification to Ms. Cohen that the filling station would have to be noted on an engineer's plan for the annual conditions report to the Board. The motion to accept the application as complete with the required items was made by Mr. Mertz, seconded by Mrs. Lynch. The motion passed.

PRELIMINARY
HEARING/SUBMISSION
OF APPLICATION

*Christopher Batchelder
115 Kelley Pond Road
Tax Map R-4, Lot 46
3-Lot Subdivision
7.07 Acres*

John Murphy represented the applicants. Total parcel size was not on the plan but Mr. Murphy stated it was 7.07 acres and would be added to the plan. State permitting was complete and state subdivision approval was done. He explained all three houses already exist, but the subdivision is to break up the parcels for the Batchelder family members who reside there and to make a non-conforming lot into three conforming lots. There is a common drive. Seven travel trailers are on the property, but no one lives in them, to the best of Mr. Murphy's knowledge.

Ms. Lucas asked why the travel trailers were on the plan because it implied they are a fixture on the lot. If they are personal property and movable they would not be noted. Board members asked if they had wheels or if they were hooked up to utilities because it brings up a question of compliance as to the number of units on the lot.

Mr. Conkling asked about the notation of septic and wells on the plan. Mr. Murphy said he was not completely sure if all features on the property were hooked up to one well and one septic system at this time or not, but the plans required where three wells and septic systems could be in order to meet lot requirements. He noted that by gaining subdivision approval it would help to rectify any issues.

The engineer included a waiver request for the 4 to 1 frontage ratio because one lot narrowed in the middle, but it was noted that the new subdivision ordinance did not mention the 4 to 1 ratio requirement. The Board noted this omission would be remedied quickly.

The Board noted that while not an optimum arrangement of the lot configuration, it was clear why it was done this way and did present an improvement to the existing situation. Mr. Mertz stated he didn't think it the proposal presented a violation of the 4 to 1 rule.

Mr. Kettenring then addressed the Board with notes taken by Pam Vose. Abutter Kenneth Belyea was unable to attend this meeting, but came to the Town Offices and spoke with Pam Vose. He was asked to submit his question in writing but Mr. Belyea preferred to have his questions relayed on his behalf. Mr. Belyea asked Ms. Vose if the applicant got permission to put in a road to the back of proposed Lot 1. Ms. Vose advised she didn't know that information. Mr. Belyea asked that if Mr. Batchelder put in a road in to the back of the lot, would he please address the issue of seasonal runoff from Mr. Batchelder's property to the back of Mr. Belyea's property. He further noted that approximately 50 tires were left on his property after a logging operation on Mr. Batchelder's property. Other than those two issues, he did not have a problem with the proposed subdivision of Mr. Batchelder's property. Mr. Murphy stated he would relay that information and asked for a copy of those notes.

Ms. Lucas asked if there would be a wetlands crossing by a road to the back of the Lot 1. Mr. Murphy stated that no such project was being considered at this time and that any such road would have to apply for a Wetlands Permit prior to the work and Mr. Belyea would be notified. Mr. Kettenring noted that the runoff Mr. Belyea referred to appeared to be from the wetlands which appeared to have a 60 foot change in elevation towards Mr. Belyea's property.

Mr. Mertz requested the plan be clarified regarding the trailers on the property and any existing utilities for them. Mr. Kettenring asked for any abutter comments or questions and none was heard.

Ms. Lynch asked if the shared driveway would have to be included in the deeds for the property. Mr. Murphy referred to Note 11 on the plan and stated he assumed this would be included in the deeds for the properties. Ms. Lucas noted one section of the shared driveway should not be included in the lot soils assessment. Mr. Murphy stated he didn't think that section would come to a tenth of an acre. Mrs. Lucas concurred but asked that the calculation be reflected in the new plans anyway.

The Chair noted the waiver for Lot 1 for depth ratio requirements, while not required ought to be acted upon. This was moved by Mr. Mertz, seconded by Mr. Conkling and passed unanimously.

Motion was made to accept the application as complete with the required changes on the plans by Mr. Mertz, and seconded by Mr. Conkling. The motion was passed.

BOUNDARY LINE
ADJUSTMENT

Gene & Winnifred Boynton

Chairman Kettenring read a letter asking that the matter be continued to the next meeting and if not notified two weeks prior to that meeting, the Board was asked to consider the matter withdrawn.

Boynton Road,
Tax Map R-18, Lot 31 and
Bruce A. Cote,
Tax Map R-18, Lot 30
Adjustment of 2.5 acres

Mr. Mertz made the motion to continue the matter to next month, pending notification. Mr. Luciano seconded. The motion passed.

**CONTINUATION OF
PUBLIC
HEARING/ABUTTERS
HEARING**

KGI Properties, Inc.
NH Route 104,
Tax Map R-4, Lots 90, 90A,
90J and 90K
57.9 acres
Site Plan Review,
Commercial Development

The Chair advised that the Mr. Dougherty, the KGI representative, was unable to attend due to illness in the family and asked for a motion to continue to the next meeting. Mrs. Lynch made the motion to continue to September 13th and seconded by Mr. Conkling. The motion passed.

**INFORMATIONAL/
CONCEPTUAL
MEETING**

William Cannon III,
Property belonging to
William II and Jean
Cannon
Tax Map U-1, Lot 11
Subdivision

No one appeared on behalf of this matter.

DRAFT

OTHER BUSINESS

- Mr. Mertz advised the Board that the Selectmen were reviewing the signage ordinance. They would present this matter to the Board in the near future.
- Mr. Kettenring noted that the matter of the 4 to 1 Frontage Ratio was dropped inadvertently when the new ordinance was last prepared. While it was a “typo” the Board accepted the new ordinance as presented, so a Public Hearing would be required to replace that wording. The Public Hearing would be scheduled for September 15th meeting.

ADJOURNMENT

Motion to adjourn was made by Mr. Mertz and Mrs. Lynch. The meeting was adjourned at 8:20 PM.

Respectfully submitted,

Kristin Harmon