

**TOWN OF NORTHFIELD
PLANNING BOARD
April 9, 2008**

MINUTES

Members present: Doug Read, Wayne Crowley, Christopher Hunt, Dick Maher, Michelle Bonsteel, Glen Brown and Fran LaBranche. Also present: Mike Izard, LRPC and Eliza Conde, Secretary.

Public Hearing: Planning Board proposes to change its regular meeting date from the 2nd to the 1st Wednesday of each month. Dick Maher moved, seconded by Fran LaBranche to change the regular meeting date of the Planning Board to the first Wednesday of each month. Motion passed.

Minutes: Fran LaBranche moved, seconded by Wayne Crowley to accept the minutes of March 12, 2008 as read. Motion passed.

Kenneth & Linda Partridge: Continuation of an application for a Major Site Plan review for a proposed supported residential care facility. Peter Holden, representing the applicant, presented an update of the progress to date:

- Fire Department has approved the plan with the exception of the holding tank which will be designed when building is designed.
- Sewer Discharge permit has been submitted to the State.
- Site Specific permit has been submitted to State – comments from the State will be combined with comments from QCC.
- Wetlands application still needs Selectmen’s signature.
- State will require mitigation for wetlands disturbance. Applicant proposes easement on 30 acre wooded area. Michelle Bonsteel read a letter from the ZBA reminding the board that Condition #10 requires that all undeveloped land be put into Conservation Easement. Peter Holden responded that the owner would need to be able to maintain the driveway and extra parking lot and would perhaps want to have a garden space. It was agreed that these issues can be included in an easement. Michelle Bonsteel suggested that the applicant give the ZBA draft language for the proposed conservation easement for their input.
- Shoreland protection permit has been submitted for the sewer line connection.
- Water has been reviewed by Stantec. They will “sign off” on the fire protection pump system after the building is designed.
- QCC has reviewed the road plan
- An easement on Killarney property for drainage has been negotiated.
- The Zion Hill Road intersection has been reviewed by QCC.
- Nearly completed addressing comments from the engineering reviews.

An escrow amount of \$2,125.00 for Louis Berger review of on site plans was submitted April 3, 2008. QCC’s estimate of \$7,000.00 for the road plan review was questioned by the applicant and the amount was reduced to \$3,000.00. Mr. Holden asked the board to reduce the amount of escrow to \$3,000.00. The general consensus was that there will be more expenses to come and the applicant should submit the \$7,000.00. Mr. Holden agreed to that amount.

Upon questioning, Mr. Hold projected that the final approvals for the building would not come until probably Fall of 2008 with the final completion of the project in the fall of 2009. The State will not issue a license until the building is completed and inspected.

Dick Maher moved, seconded by Fran LaBranche to continue this application until May 7, 2008. Motion passed.

Christopher Hunt left the meeting at this time.

James Doubleday: Application for a lot line adjustment between Tax Map R15 Lot 55-1 and R15 Lot 67A in the R1 zone. Fran LaBranche moved, seconded by Glen Brown, to grant a waiver for topographical mapping for this application. Motion passed.

Wayne Crowley moved, seconded by Dick Maher to accept the application as complete. Motion passed.

Terry O'Connor, representing the applicant, explained that the abutters have agreed to this boundary line adjustment making their building more in compliance with the town's regulations.

Public hearing opened and closed with no comment. Fran LaBranche moved, seconded by Wayne Crowley to approve the lot line adjustment as presented between Tax Map R15, Lot 55-1 and R15 Lot 67A in the R1 zone. Motion passed.

James Doubleday: Application for a Special Use Permit to construct a driveway within the 50 foot wetlands buffer at 90 Knowles Pond Road (Tax Map R15 Lot 55-1) in the R1 zone. Fran LaBranche moved, seconded by Wayne Crowley to accept the application as complete. Motion passed.

Terry O'Connor, representing the applicant, explained that the requirements of the subdivision regulations made it necessary to improve the existing driveway which is already located within the 50 foot wetland buffer. The driveway will be widened on the south side, being furthest from the wetlands. It improves the driveway as required with the least amount of disturbance to the wetland buffer. The applicant received the required letters from the building inspector, the Merrimack County Soil Conservation and the Northfield Conservation Commission which were reviewed by the Board.

Fran LaBranche moved, seconded by Glen Brown to grant the application for a Special Use Permit to construct a driveway within the 50 foot wetlands buffer at 90 Knowles Pond Road (Tax Map R15 Lot 55-1) in the R1 zone with the condition that Best Management Practices will be used during construction as stated in the letter from Stanley Grimes. Motion passed.

James Doubleday: Continuation of an application for a 4 lot subdivision. Mike Izard informed the board that the applicant has agreed to the required signs for the wooded buffer, a note on the plan was corrected and the new plan shows the lot line adjustment just approved. He explained that the applicant can record both plans or combine the lot line adjustment on the subdivision plan as long as the lot line adjustment is noted on the final plan. A deed for the lot line adjustment should be recorded at the same time as the plan.

Dick Maher moved, seconded by Fran LaBranche to approve the 4 lot subdivision of 11.268 acres at 90 Knowles Pond Road (Tax Map R15 Lot 55-1) in the R1 zone. Motion passed.

Terry O'Connor explained to the Board that probably three of the monument setting locations would fall within the stone wall on the road. He asked if they would accept drill holes in the base stone of the wall rather than the granite markers. After lengthy discussion with various suggestions such as iron pins, steel pins drilled into the base rock, etc. it was decided to allow Mr. O'Connor to use the industry standard for this situation with the requirement that whatever is used be noted on the final mylar.

Cross Mill Village: The Board received a letter from the Town Administrator explaining that the Bank's letter of credit for this project has been released. Mr. Barton owes the town \$47,745.76 to date for engineering review services and has not replied to a recent request to provide a new letter of credit for the remainder of the project. The letter requested that the Planning Board revoke the site plan approval for this project because of lack of adequate security provided. After discussion of this situation, how it came about and how to avoid it in the future, Fran LaBranche moved, seconded by Wayne Crowley to hold a public hearing for the revocation of the site plan approval for Cross Mill Village on May 7, 2008. Dwight Barton and all abutters will be notified. Motion passed.

Officers: Fran LaBranche moved, seconded by Wayne Crowley to elect Michelle Bonsteel as Chairman. Motion passed. Glen Brown moved, seconded by Dick Maher to elect Fran LaBranche Vice Chairman. Motion passed.

Subdivision Regulations: The secretary distributed comments and suggested changes from Attorney Maher along with a new draft of the regulations with these changes. The Board will hold a workshop to work on these changes April 24, 2008 at 7:00 pm.

Meeting adjourned at 9:00 pm.

Respectfully submitted,