

**TOWN OF NORTHFIELD  
PLANNING BOARD  
May 2, 2011  
MINUTES**

Members present: Wayne Crowley, Fran LaBranche, Dick Maher, Doug Read and Kim Robichaud, Alternate. Also present: Dave Jeffers, LRPC. Members absent: Glen Brown, Geoff Ziminsky and Mike Murphy, Alternate. Kim Robichaud was appointed as a voting member for this meeting.

**Minutes:** Dick Maher moved, seconded by Doug Read to accept the minutes of April 4, 2011 with a minor change. Motion passed. Dick Maher moved, seconded by Doug Read to accept the minutes of April 9, 2011 as read. Motion passed.

**William & Andrea Charron: Continuation of an application for a lot line adjustment between 98 Park Street and 7 Holmes Ave (Tax Map U8 Lots 24 & 25) in the R2 zone.** Dick Maher recused himself for this case. Jim Bolduc, representing the applicant, reviewed the status of the application to date. The following 5 waivers need to be addressed before the application can be considered complete:

1. Waiver from the requirement to provide street design and drainage data, *(Granted 04-04-11)*
2. Waiver from the required topographic survey and contours on the plan, *(Granted 04-04-11)*
3. Waiver from the required soils and wetlands survey: The site walk revealed that the wetlands are further from the buildings than indicated on wetlands maps.
4. Waiver from the requirement to provide a Special Use Permit: Wayne Crowley questioned the need for a Special Use Permit as there is no change to the impervious surface.
5. Waiver from the methodology for the calculation of the proposed building envelope on Lot 24 to allow the area surrounding the existing structures to be included. Wayne Crowley questioned the wording for this waiver and suggested that it should simply be a waiver from the required 11,000 sq ft building envelope, rather than use the existing building for calculations. Mr. Bolduc presented a replacement waiver to that effect. Doug Read added that the building already exists and is located within the setbacks. If an addition were being planned at this time it would be a different situation.

After further discussion, Fran LaBranche moved, seconded by Kim Robichaud to grant a waiver from the required soils and wetlands survey. Motion passed. Waiver #4 is not needed. Fran LaBranche moved, seconded by Kim Robichaud to grant a waiver to reduce the building envelope from the required 11,000 sq. ft. to 9,555 sq ft on Tax Map U8 Lot 24, 98 Park St., based upon the existing buildings. Motion passed. Fran LaBranche moved, seconded by Kim Robichaud to accept the application as complete. Motion passed.

Wayne Crowley reminded the board that the current two lots are at or near the 15% limit of impervious surface in the groundwater protection zone. Moving the lot line leaves lot 24 with a higher percentage and also allows lot 25 to add more impervious surface at a later date. Fran LaBranche commented that additional buildings are not part of this application.

Public hearing opened and closed with no comment. Fran LaBranche moved, seconded by Kim Robichaud to approve the application for a lot line adjustment between 98 Park Street and 7 Holmes Ave (Tax Map U8 Lots 24 & 25) in the R2 zone as submitted with 4 waivers. Motion passed.

**Amerigas Propane: Continuation of an application for an office trailer installation at the propane cylinder refurbishing facility on 2.9 acres at 100 Forrest Road (Tax Map U5 Lot 6) in the C/I zone.**

Dick Maher returned to the Board. Loralie Gerard, Surveyor and Burr Phillips, Engineer represented the applicant. Mr. Phillips explained that he is working on a Storm Water Management Plan, however he is waiting for clarification of the status of Forrest Road. As Forrest Road is 100 feet wide, he asked if the Board would allow drainage from the AmeriGas site to be directed to a drainage swale on the Forrest Road side of the current fence. He would request a 25 foot easement from the town for this drainage when road ownership is finalized. To remove pavement from the lot to allow drainage on site would reduce the usable area on the lot and limit the business. The general consensus of the Board was that Mr. Phillips should go ahead with designing the Storm Water Management plan using the minimum space needed for drainage with an easement. Loralie Gerard informed the Board that trees recently planted at the request of the town were not located on the AmeriGas property and therefore will have to be removed and replanted.

Dick Maher suggested that “Old Forrest Road” will probably be developed in the future and it is conceivable that a sidewalk would be needed and space needs to be left for that purpose. Fran LaBranche expressed concern about the amount of water going into the culvert and its impact on abutters and asked if the water could be directed across the road to another ditch. Wayne Crowley will seek input from the Highway Department. The plan calls for a larger culvert at an angle and the ditched will be stoned. As trucks currently have difficulty navigating the corner, AmeriGas plans to increase the width of the road at the intersection.

The 2 driveways on “Old Forrest Road” were never permitted and need improvement before the town will grant permits. Mr. Phillips asked if the road can be improved now while the site plan is still in progress in order to allow the trucks to use those driveways. Dick Maher replied that the Planning Board has no authority for the roads and that they should speak with the Selectmen and Highway Department.

Loralie Gerard reviewed the site plan indicating that the only expansion is to increase the kiln space which requires an additional storage trailer which will be located on impervious surface. There are 3 carports located within the setbacks and she is working to get them moved. If they cannot be moved, a variance will be sought for the setbacks. A waiver will be requested for the required plant buffer along the parking lot because the Railroad will not allow it for visibility reasons. Another waiver will be requested for the length of the parking lot. They will work on the Storm Water Management plan and address questions from the Fire Department.

Public hearing was opened and closed with no comment. Dave Jeffers asked about the lighting on the lot as AmeriGas is working 2.5 shifts. Because of the propane on the property it is considered a level 3 risk for security purposes and lighting is required. This can be directed down to reduce the impact on the abutters.

Dick Maher moved, seconded by Kim Robichaud to continue this application to July 11, 2011.  
Motion passed.

**Excavation Regulations review:**

Members reviewed the following documents as presented by Dave Jeffers:

1. Annual Report to the Planning Board. This was reviewed and adjusted. This would be a required annual report for any permitted excavation with no application fees and required attendance at a Planning Board meeting. It would be a means for reporting any activity on the pit during the last year.
2. Compliance Hearing application: This would only be used if needed to bring an operation into compliance.
3. Excavation requirements.
4. Excavation Application form
5. Excavation Regulations: Dave Jeffers has edited the current regulations to bring it into compliance with the State RSAs and include the annual report requirements.

Dave Jeffers will further refine the documents as per suggestions and the Board will revisit them at the next meeting.

Meeting adjourned at 9:45 pm.

Respectfully submitted,

Eliza Conde, Secretary

*Minutes approved 06-06-2011*