**NEWMARKET PLANNING BOARD MEETING**

**JANUARY 26, 2021**

**MINUTES**

Present: Val Shelton (Vice Chairman), Diane Hardy (Town Planner), Sarah Finch, Michal Zahorik (Alternate), Ted Seely (Alternate), Jane Ford, Jamie Bruton, Scott Blackstone (Town Council ex officio); Toni Weinstein (Town Council ex officio Alternate)

Absent: Eric Botterman (Chairman), Bill Doucet were excused.

Roll Call: Val Shelton-present/alone, Scott Blackstone-present/alone, Jamie Bruton-present/alone, Jane Ford present/alone, Michal Zahorik-present/alone, Sarah Finch-present/alone, Ted Seely-present/alone.

 Following the reading of the Governor’s Proclamation regarding Emergency Order #12, the Chair appointed Michal Zahorik and Ted Seely to sit in as Alternates for Eric Botterman and Bill Doucet.

**1. Pledge of Allegiance**

**2. Public Comments**

None. Public Comments closed at 7:08 pm.

**3. Review and Approval of Minutes**

 **a. 12/08/20**

 **Action**

**Motion: Scott Blackstone made a motion to approve the meeting minutes of 12/08/20**

 **Second: Jane Ford**

 **Vote: Jane Ford, Jamie Bruton, Sarah Finch, Michal Zahorik, Ted Seely,**

**Scott Blackstone, Val Shelton in favor (after roll call vote.)**

 **b. 12/22/20**

 **Action**

 **Motion: Scott Blackstone made a motion to approve the meeting minutes**

**of 12/22/20**

 **Second: Jane Ford**

 **Vote: Jane Ford, Michal Zahorik, Ted Seely, Scott Blackstone, Val**

**Shelton in favor; Sarah Finch and Jamie Bruton abstained.**

**4. Regular Business**

**a. Rob MacInnis of Seacoast Pool Plastering, LLC – Public Hearing on application for Design Review of Site Plan for property located at 446 and 450 Wadleigh Falls Road in Newmarket, NH, Tax Map R6, Lot 50-7 and 50-8, B3 Zone. The proposal is to construct a 6,000 square foot office/warehousing building and designate an 80,000 square footgravel area for equipment storage.**

 John Lorden of Tighe & Bond said he was representing Rob MacInnis and presented his plan to combine 2 lots into a single 8.4-acre lot at 446 and 450 Wadleigh Falls Road in B3 Zoning District and the Aquifer Protection Overlay District. He proposes to provide a 6,000 square foot building with 1,000 square feet of office space and 5,000 square feet of warehouse with property access off Wadleigh Falls Road. Proposal is to extend the existing pavement area into the site and provide 14 parking spaces; the full buildout of the plan is approximately 80,000 square feet of gravel parking for equipment storage.

 A pocket of wetlands exists near the driveway under which a drainage channel flows down in 2 places to larger wetlands, no direct wetland disturbances are proposed, some minimal buffer disturbance for extended driveway. Part of the building is in the Aquifer Protection District, but gravel storage area and septic system are outside of it. Drainage will be on the low end of the site and will have treatment detention and controlled release of runoff. Full buildout of project requires AOT Permit from NH DES. The utilities include an electric pole near building, propane tanks likely for heat, water from drilled well, septic for offices and bathrooms. Lighting for the storage area will be LED dark sky compliant with wall packs on the building.

 John Lorden said the business will be a low-traffic generator, and in addition, to the NH DOT driveway permit they will need septic system approval from NH DES, and an AOT Permit from NH DES, plan approval, and a special use permit from the Planning Board for any disturbance in wetlands buffer.

 Rob MacInnis said Seacoast Pool Plastering, LLC does the finish plaster of the swimming pool after construction before the water is poured in. The proposed building has a small office space and warehouse for supplies, and equipment storage business is a key part of the project, with the land being cleared as demand requires. Closure on the purchase was completed in December.

 ***Val Shelton opened the public hearing to public comment.***

No comments

 ***Val Shelton closed the public hearing to public comment at 7:21 pm.***

 Michal Zahorik asked to see a more zoomed-out view of the location for better visualization. Val Shelton said the concept plan shows a 10’-30’ differentiation in grade and asked about excavation. John Lorden said the base file does have some existing grades in the background and part of the slope will come out and slope down into the parking area. Rob MacInnis said other than the area in the upper right the lot is relatively flat.

 Val Shelton asked if supplies stored in the warehouse met possible restrictions of the Aquifer Protection Zone. Rob MacInnis said there are no chemicals only bags of cement and a lot of hand tools. Diane Hardy asked where the Wetlands buffer impact would be on the plan and John Lorden said just the driveway into the site. Diane Hardy said a Special Use Permit would be required for that and the Board would need documentation for that.

 Diane Hardy asked if mixing of materials would be done on the site and said they usually ask for a materials list required under the stormwater regulations. Rob MacInnis said all of that activity occurs at the location of the pool. Diane Hardy said they typically work with the applicant to define substantial development and what triggers protection with any zoning changes going forward and work to identify infrastructure improvements. This area has worked well for this type of development because of a buffer requirements to maintain a 75-foot setback off Wadleigh Falls Road and hoped they would consider maintaining the vegetation there for screening.

***Val Shelton re-opened the public hearing.***

 Taylor Brinser, an abutter to the property, asked if the signage on the plans was along the road. John Lorden said the location had not yet been determined. Val Shelton explained that this hearing is for a Design Review and when they come in with a full site plan application all the abutters will be re-notified, and detailed plans will be available.

Taylor Brinser said it is extremely important that the site be maintained for their safety and the safety of their neighbors. John Lorden said when they worked with NH DOT, they required us to show sight lines for safer turning to and from the site. And, they were required to periodically prune the trees so as to not obstruct the sight distance.

***Val Shelton re-closed the public hearing at 7:32 pm.***

 Rob MacInnis asked for a sense of the process from here. Val Shelton said they will work with Diane on the completeness of the application and when complete she will make a recommendation to the Planning Board to accept it, with application submission and acceptance and the public meeting at the same meeting. From there the Planning Board will determine if they want a technical review committee established and the Town Engineer will review the plans and make comments. She said timing depends on what is submitted in the application and its consistency with regulations; any waivers should be addressed early on.

 Michal Zahorik asked if anyone opposed his moving his equipment onto the site now and asked for special permission. Val Shelton said that is a question for Diane and the Code Enforcement Officer and not the Planning Board.

 Diane Hardy said it would be helpful to have a visual of the phasing plan as part of the application and said they should be prepared to present something to the TRC. Val Shelton said a lot of what they will be looking at will be stormwater management and stabilization, and Diane Hardy said there are thresholds for best management practices and the entire site is governed by stormwater regulations. She said for other industrial sites in that area they have required some sort of containment area for any runoff with potential contaminants to protect the aquifer.

**5. New/Old Business**

 Diane Hardy said she forwarded a letter to the Town Council following up on Planning Board’s recommendations for the rescinding of Water and Sewer Impact Fees and replacing them with System Development Charges.

**6. Chairman’s Report**

**7. Committee Reports**

**8. Planner's Report**

**9. Adjourn**

 **Action**

 **Motion: Scott Blackstone made a motion to adjourn at 7:43 pm.**

 **Second: Jane Ford**

 **Vote: All in favor (Roll call vote was taken)**