

Nottingham Planning Board Meeting

DATE: May 11, 2022

Official Minutes

Call to Order

Members Present: Eduard Viel, Chair; Ian MacKinnon, Vice Chair; Charlene Andersen, SRPC; Ben Bartlett, BOS Ex-Officio Member; Robert “Buzz” Davies, Alternate; Sandra Jones, Alternate

Members Absent: Susan Mooney, Secretary; Gary Anderson, SRPC Rep; Sherry Sandler, Member

Alternate Seated and Voting: Ms. Jones was seated for Mr. Anderson; Mr. Davies was seated for Ms. Mooney

Others: Kevin Lemieux, Land Use Clerk; Blair Haney, SRPC Planner; Scott Frankiewicz, New Hampshire Land Consultants; Jim Fernald, Fernald Lumber; Chad Fernald, Fernald Lumber; William O’Brien, Master Framing; Andrew Ward, Fernald Lumber; Amy Tkaczyk, Adventure Camper Rentals; Brent Tkaczyk, Adventure Camper Rentals

Call to Order

The meeting was called to order at 7:01 PM.

Roll call

Roll call was completed.

Mr. Viel sat the alternates for absent members.

Public Hearings

Case #22-002-SUB (continued): Application from Concrete Products of Londonderry requesting to create a four (4) lot Subdivision. This property is located at 100 Smoke Street, in Nottingham, NH, and is identified as Map 11 Lot 3.

Mr. Lemieux informed Mr. Viel that the applicant had requested an extension until the next Planning Board meeting on May 25, 2022.

Mr. MacKinnon made a motion to continue Case #22-002-SUB until the May 25, 2022, meeting. The motion was seconded by Ms. Andersen. The motion was unanimously approved by a vote of 6-0.

Case #22-004-SIT: Application from Adventure Camper Rentals, LLC requesting to construct a commercial site plan for camper rentals with a 1,485 Sq Ft building. This property is located on Old Turnpike Road, in Nottingham, NH, and is identified as Map 6 Lot 16.

Brent Tkaczyk introduced himself as the owner of Adventure Camper Rentals. Scott Frankiewicz introduced himself as Mr. Tkaczyk’s consultant. Mr. Frankiewicz gave a synopsis of the proposed camper rental business and property layout.

Nottingham Planning Board Meeting

DATE: May 11, 2022

Official Minutes

- The proposed building is 1,485 Sq Ft with gravel and paved parking areas.
- There is a power line easement on the property.
- The total disturbance to the site is just under 40,000 Sq Ft.
- The applicant is seeking two (2) waivers, a commercial curbing waiver and an underground electric requirement waiver.
- There are two (2) permits needed, a highway access permit and a NHDES subsurface system permit.

Mr. Viel asked Mr. Haney if his review of the application is satisfied enough to act on the application's completeness. Mr. Haney replied that he feels the application is complete.

Mr. MacKinnon made a motion to deem the application for Case #22-004-SIT as complete. The motion was seconded by Mr. Davies. The motion was unanimously approved by a vote of 6-0.

Mr. MacKinnon made a motion that Case# 22-004-SIT is not one of regional impact. The motion was seconded by Ms. Andersen. The motion was unanimously approved by a vote of 6-0.

Mr. Haney presented his Staff Review of the application. He noted that the building is appropriately sited. He did not see any instance of lighting causing glare onto the road. He noted that the electrical utility would come off the street via on an overhead line, then travel into a junction box approximately halfway up the driveway. From there, the remaining electrical line will be installed underground. He stated that a proposed drainage pipe may be an inadvertent (sic) trash collection location.

Mr. Frankiewicz explained that because of the location of the electrical poles on the opposite side of the highway, an overhead electrical line would be needed.

Mr. Davies asked for clarification re: the parking of the campers as well as for the customers. Mr. Tkaczyk responded that the parking is currently random as the size of the campers differ. He believes that he will develop a system that will make sense as he takes ownership of the property. He wants to promote a pull-through system as opposed to customers backing up. Mr. Tkaczyk said that they currently have seven (7) towed campers and no more than two (2) to three (3) customer cars will be parked on site at one time. He believes that the business would likely never rent more than a maximum of fifteen (15) campers. He said that after three (3) years, the campers will be sold, however, he is not in the business of selling used campers.

Mr. Bartlett asked if the electrical utilities could come in off Smoke Street. Mr. Frankiewicz replied that it would be approximately 600 feet of line. He added that the utilities company could answer that question. Mr. MacKinnon questioned if a waiver was needed as the utility pole would be at the edge of the road and the underground portion would be on the property and meet the town Zoning regulations.

Nottingham Planning Board Meeting

DATE: May 11, 2022

Official Minutes

Mr. Viel inquired about the driveway area. Of specific concern was snow removal and the use of salt near wetland areas. Mr. Tkaczyk replied that it is a seasonal business, however, he will personally keep the area plowed and no salting will be applied..

Mr. Bartlett asked about signage. Mr. Tkaczyk replied that he was looking for guidance of such. Mr. Viel directed the applicant to the Zoning Ordinances and added that the NHDOT will have further regulations around signage.

Mr. MacKinnon inquired about lighting. Mr. Tkaczyk replied that they will follow the town rules. He was thinking of using motion sensors.

Mr. Viel opened the floor for Public Comment. There was no Public Comment.

Mr. Viel moved to acting on the two (2) waiver requests.

Mr. Anderson submitted a statement in his absence to Mr. Lemieux via email; "After looking at the application for Cas# 22-004-SIT and all information provided, I agree that this business is a good fit for Nottingham and the location is suitable."

Mr. MacKinnon made a motion to approve the waiver request from Article XVI, Section 1 Subsection 1, to allow above ground utilities with final location to be coordinated with the utility company. Ms. Andersen seconded the motion. The motion was unanimously approved by a vote of 6-0.

Mr. MacKinnon made a motion to approve the waiver request from Article XIV, Section 4.2 Subsection 4, to allow a commercial driveway without curbing. The motion was seconded by Ms. Jones. The motion was unanimously approved by a vote of 6-0.

Ms. Andersen quoted Article XIV, Section 4.5, that with access to state highways, written approval from the state is required before the Board is to grant final approval. She suggested adding such as a condition of approval.

Mr. Viel inquired about hours of operation and the number of vehicles that will be parked on site. He asked Mr. Haney if the Board should consider a mutually agreeable number of maximum vehicles with the applicant before approval. Mr. Haney discussed the different ways in which the Board can arrive at an agreeable number of vehicles. He gave the example of using the site itself as a limiting factor. Mr. MacKinnon offered limiting the vehicle number to the contained, gravel parking area. Mr. Haney said that the requirement is a minimum of eight (8) available parking spaces. He added that parking on the driveway is a safety issue that could be prohibited as a condition of approval.

Mr. Viel again asked about hours of operation. Mr. Tkaczyk said it's usually day-time hours that people pick up or drop off campers. He added that occasionally some people could be running a little late and drop off camper during off hours. Mr. MacKinnon recommended wording the hours as from 7:00 am- 7:00 pm or by special appointment.

Nottingham Planning Board Meeting

DATE: May 11, 2022

Official Minutes

Mr. Viel inquired about the building's use. Mr. Tkaczyk said that it is primarily for storing rental items like kayaks.

Ms. Andersen asked how the campers were cleaned. Mr. Tkaczyk responded that he power-washes the vehicles a few times a year. Mr. Viel inquired about the stored waste water in the campers. Mr. Tkaczyk replied that most of the time, the waste is disposed at campgrounds with the occasional need to pump the system on site at the property.

Mr. MacKinnon made the motion to approve Case #22-004-SIT with the standard set of conditions and the following additional conditions:

- The camper parking is to be limited to the gravel parking area with no parking allowed within the entry drive.***
- The hours of operation will be from 7:00 am- 7:00 pm or by special appointment as needed.***

The motion was seconded by Ms. Andersen. The motion was unanimously approved by a vote of 6-0.

Mr. Viel explained the non-binding nature of a Conceptual Review.

Conceptual Review- Master Framing- 240 Stage Road- Map 29 Lot 8 Sub 1A

William O'Brien introduced himself as the applicant and owner of Master Framing. He explained how his company is interested in leasing two buildings for his wood wall panel building business.

Mr. Viel inquired about the number of employees. Mr. O'Brien responded that it would be ten (10) employees currently with two (2) vehicles. He added that likely two (2) material trailer loads a week would be incoming with two (2) trips out a day. He said that there is plenty of parking.

Mr. Viel questioned the owner of the property, Jim Fernald, about approvals of the site from years past allowing similar businesses to operate on the property. Mr. Fernald did not recall but indicated that it was possible.

Mr. O'Brien mentioned that the office space for the business would be via a portable trailer. Currently, there is no septic or bathroom facilities on site. Mr. MacKinnon asked if the Building Inspector would need to approve the system. Mr. Lemieux replied that he and the Building Inspector had discussed the portable trailer. Mr. Lemieux indicated that the inspector would need more information on how the portable office and septic would work. Mr. Fernald confirmed that there are no other trailers like such on the property, only Port-a-Potties.

The Board and the applicant discussed the similar lumber activity that the proposed business would be doing within the current lumber yard.

Nottingham Planning Board Meeting

DATE: May 11, 2022

Official Minutes

Mr. Haney asked for clarification on the type of wall panels that the company would be building. Mr. O'Brien explained the precise building nature of the panels and the size, which is nine (9) feet by twelve (12) feet; the panels can only be so big as the company only uses one-ton pick-ups with a trailer for shipping.

Mr. Davies asked Mr. Viel if Fire Department approval was needed. Mr. Viel replied that it would depend if the Board sees this business as a similar one to the current use or if it needs a Site Plan Review. Ms. Jones and Ms. Andersen believes the business to be of similar use. Mr. Viel agreed that the use is very similar, thus not needing a Site Plan Review.

Mr. Fernald believed his last Site Plan Review was back in 1982. He said he would be open to update the Site Plan soon if the Board wished. The Board agreed that for this applicant, it is not needed; however, a new Site Plan would help the Town and the Fire Department. Mr. MacKinnon asked Mr. Fernald if all the buildings on site were in use. Mr. Fernald responded that most are getting filled up.

Mr. Viel ended the consultation and directed the applicant to proceed by coordinating needed permits through the Building Inspector.

Signing of the Updated Planning Board By-Laws

Mr. Lemieux distributed the signature page for Board members to sign the updated Planning Board *By-Laws*.

Public Comment

Mr. Viel opened the floor for Public Comment. There was no Public Comment.

Approval of Minutes

Mr. Lemieux explained that due to recent Board member edits, he did not have time to add the updates before the meeting. Mr. Viel agreed to continue the approval of the minutes from the April 13, 2022, meeting until the next meeting.

Board and Staff Updates

Mr. Bartlett stated that under House Bill 79, which led to RSA: 28, every town shall have a Health Inspector. The Building Inspector will assume the role of a Health Inspector. He will receive the proper training for such a role. He added that due to the E-911 program, up to 90% of Town address numbers may change. He mentioned that some smaller, lake road names may change as well. A public hearing will be held on this matter.

Mr. Bartlett indicated that a Fire Truck had blown a head gasket and is out for repair. He added that contracts are out for road paving. Ms. Andersen asked how the Fire Department personnel search was going. Mr. Bartlett said that his understanding was that some good candidates have been coming through.

Nottingham Planning Board Meeting

DATE: May 11, 2022

Official Minutes

194

195 Mr. Viel read an update from Ms. Mooney regarding a current Public Hearing by the
196 Conservation Commission. The Hearing was held on May 9, 2022 and was continued to May
197 23, 2022, in Conference Room 1. The meeting, which will be reconvened during a pause in the
198 Select Board meeting, will continue to allow public input for the release of monies from the
199 Town's Conservation Fund to assist in paying off the Mulligan Forest bond debt.

200

201 Mr. Viel has spearheaded the previously discussed corridor study for Route 4 with the
202 surrounding communities and the NHDOT. He has reached out to the Stafford Regional
203 Planning Commission and the local planning officials in the town of Lee, Barrington, and
204 Northwood. He will be drafting a letter that outlines the proposal. The Board discussed the
205 length of the stretch of road to consider. Mr. Haney suggested asking for a longer length of road
206 review with the possibility that the NHDOT may trim down the length of the study. Mr. Viel
207 decided to add the Town of Epsom to the proposal, making the stretch of the Route 4 to be
208 studied from the Lee traffic circle to Epsom.

209

210 Ms. Anderson informed the Board that SRPC is looking for public input on a housing survey.
211 She added that the SRPC also has a survey regarding active transportation (PLEASE DEFINE)
212 in which public input is sought.

213

214 ***Mr. MacKinnon made a motion to Adjourn. The motion was seconded by Ms. Andersen. The***
215 ***motion was unanimously approved by a vote of 6-0.***

216

217 ***The meeting was adjourned at 8:21 PM.***

218