

Nottingham Planning Board

June 10, 2020

1 **Board Members Present:** Dirk Grotenhuis, Chair; Eduard Viel, Vice-Chair; Susan Mooney,  
2 Secretary; Tiler Eaton, BOS Rep; Gary Anderson, SRPC Rep; Joseph Clough, CIP Rep; Ian  
3 MacKinnon; Robert “Buzz” Davies, Alternate

4 **Board Members Absent:** Leanne Gast, Alternate

5 **Others Present:** JoAnna Arendarczyk, Land Use Clerk; Stefanie Casella, SRPC Planner;  
6 Christian Smith, Beals Associates- Engineer; Jim Franklin, Franklin Associates- Engineer; Paul  
7 Langdon, Applicant; Joy Lessard; Resident; Roni Morse, Resident; Nicole Marvell, Resident;  
8 Laurell Miller, Resident; Conor Benoit and ; Patricia Roix, Resident; Dennis Buck, Resident;

9 **Call to order:** 7:05pm

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11 **Emergency declaration read by Mr. Grotenhuis:**

12 *The Chair of Nottingham Planning Board has found that, due to the State of Emergency*  
13 *declared by the Governor as a result of the COVID-19 pandemic and in accordance with the*  
14 *Governor’s Emergency Order #12 pursuant to Executive Order 2020-08, SRPC and*  
15 *committees thereof are authorized to meet electronically.*

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17 *Please note that there is no physical location to observe and listen contemporaneously to this*  
18 *meeting, which was authorized pursuant to the Governor’s Emergency Order.*

19

20 *The Nottingham Planning Board is utilizing Zoom for this electronic meeting. All members of*  
21 *the Committee have the ability to communicate contemporaneously during this meeting*  
22 *through this platform, and the public has access to contemporaneously listen and, if*  
23 *necessary, participate in the meeting via the link and Meeting ID found on the website.*

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25 **Roll call:** to publicly account for the members present

26

27 *Italic font below notes public hearing notice language*

28 **Public Hearings**

29 Public was informed that the Mitchell Rd./ Diberto case will be continued to June 24, 2020 due  
30 to engineer review not completed yet.

31

- 32 • *Case #19-011-SUB- Application from Jeffrey and Susan Paradis, for a four-lot*  
33 *subdivision on a Scenic Road which may include tree cutting. The property, owned by*  
34 *Jeffrey and Susan Paradis, is located on Poor Farm Road (A Scenic Road) in*  
35 *Nottingham, NH and is identified as Tax Map 58 Lot 7-1*

36 Steep slopes have been avoided. All three proposed driveways are shown in red on the new  
37 plans. The Public Works Director, Shawn McLean, met with the applicant (memo in file). They  
38 discussed and agreed on the proposed separate driveways that are depicted on the current plans.  
39 Mr. Mackinnon visited the location and agrees that the proposed driveways have clear sight  
40 lines.

41 **Motion Made by:** Mr. Anderson to approve Case #19-011-SUB as presented.

42 **Seconded by:** Mrs. Mooney

43 **Discussion:** Standard stock conditions on SRPC memo from Stefanie Casella, were agreed to as  
44 the conditions to the approval.

45 **Roll Call Vote:** 6-0-1 **Motion Passed** (abstention: Mr. Eaton- not available at the time)

46

47 **Recording started at 7:20pm**

- 48 • *Case #20-001-SUB- Application from Beals Associates, PLLC, for a five-lot. The*  
49 *property, owned by Laurel Miller, is located on Mill Pond Road in Nottingham, NH and*  
50 *is identified as Tax Map 24 Lot 41-002.*

51 Mr. Smith noted the proposed driveways were added and the additional test pits.

52 Mr. Viel suggested that Lot 4's driveway to line up with the driveway of Lot 2 or the roadway;  
53 on further discussion it was determined that this adjustment would interfere with an existing road  
54 culvert, so the suggestion was rescinded.

55 **Public Hearing Opened:** 7:26pm No comments

56 Closed: 7:28pm

57 **Motion Made by:** Mr. Viel to approve Case #20-001-SUB with the following conditions:

58  Update plan to reflect moving driveway for lot 2

59  All fees paid

60  Plan copies with professional seals & signatures

61 - Surveyor

62 - Wetland Scientist

63  Original Mylar with professional seals & signatures

64  State Permits –

65  Subdivision (Sub Surface/Septic)

66  Boundary Markers be set

67 **Seconded by:** Mr. Anderson

68 **Discussion:** None

69 **Roll Call Vote:** 7-0-0 **Motion Passed**

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- 71 • *Case #20-003-SUB- Application for a 14 lot Subdivision from Robert Diberto. Two new roads*  
72 *will be constructed as part of the subdivision. The property is identified as Tax Map 7 Lot 1N*  
73 *and is located off Mitchell Road, a Scenic Road, in Nottingham, NH.*

74 Mr. Grotenhuis informed the Board that the engineer review has not been completed yet for this case and  
75 therefore it needs to be continued.

76 **Motion Made by:** Mrs. Mooney to continue case #20-003-SUB to June 24, 2020 at 7:00pm

77 **Seconded by:** Mr. Clough

78 **Discussion:** None

79 **Roll Call Vote:** 7-0-0 **Motion Passed**

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- 81 • **Conceptual- Stuart and Charlotte Fyfe owners of 85 Deerfield Rd. Map 52 Lot 6-** Proposed  
82 request to subdivide their 6.570 acre lot into two (2) lots to build a single family dwelling on the  
83 second lot.

84 Charlotte Fyfe and Conor Benoit, Charlotte Fyfe's son-in-law shared their screen with the Board,  
85 sharing a map with a mark up depicting the portion of land that is being considered for a Lot  
86 Line Adjustment (LLA) thus gaining the frontage needed for a backlot subdivision. They also  
87 noted that at one time a Deerfield Road was moved which adjusted the amount of frontage on a  
88 Town Road.

89 After discussing the plan it was determined more research is needed and the discussion would  
90 continue at the next meeting.

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92 **Staff/ Board Members Update**

93 **Susan Mooney- Conservation Commission Update-** Informed the Board of **Connect the**  
94 **Coast**, a webinar that Sam Demeritt and Ms. Mooney participated in on June 8, 2020. The  
95 Commission is in discussion with a land owner who is willing to accommodate the request for a  
96 protected wildlife corridor that provides connectivity to the three largest land blocks in  
97 Nottingham: the state park, that extends into Raymond a bit, Kennard Hill (Ledge Farm and  
98 Raymond Rd block that extends into Epping), and the Mulligan block that extends into  
99 Deerfield. The property is located on Deerfield Road just down from the Square. SELT is on  
100 board as well. (summary sent in email from Susan Mooney date: June 11, 2020 Subject: Fw:  
101 Connect the Coast Webinar Recording)

102 **Dirk Grotenhuis-** Stated that the Commenting Procedures drafted by Ms. Casella are to be  
103 followed moving forward. (attached)

104 **JoAnna Arendarczyk- Land Use Clerk-** The Mitchell Road Subdivision may be pushed one  
105 more meeting due to a delay in approval of review being signed.

106 **Stefanie Casella- SRPC contracted Planner-** SRPC annual meeting will be held virtually.

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### 108 Public Comment

109 Roni Morse- Highland Ave- Requested that stormwater run-off issues be built into the  
110 regulations. She stated specific concerns with a recent Rehill subdivision on White's Grove  
111 Road. where the land has been cleared of trees causing water run off in the area. The area  
112 cleared abuts White's Grove and Route 156 (Raymond Road); the area affected is Highland  
113 Avenue. The run-off is running into nearby properties, including a septic system area, and  
114 continues into Pawtuckaway Lake.

115 Mr. Grotenhuis stated that he would talk with the Code Enforcement Officer to see how it is  
116 being handled. There are stormwater management requirements in our regulations and the Board  
117 makes certain that those requirements are included in subdivision plans. Commercial logging of  
118 the land is a State issue.

119 Ms. Morse stated that she understands the Subdivision Regulations have a section regarding the  
120 stormwater management. However, she was under the impression that they are guidelines.

121

### 122 Minutes

123 March 25, 2020

124 **Motion Made by:** Mrs. Mooney to approve the minutes of March 25, 2020 as edited

125 **Seconded by:** Mr. Anderson

126 **Roll call vote:** 7-0-0 **Motion Passed**

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### 128 Adjournment

129 **Motion Made by:** Mr. Viel to adjourn

130 **Seconded by:** Mrs. Mooney

131 **Roll call vote:** 7-0-0 **Motion Passed**

132 **Adjourn at:** 8:06 pm

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134 For the Nottingham Planning Board ~ JoAnna Arendarczyk, Land Use Clerk

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## **Commenting Procedures**

### **To address comments and questions from board members**

- Board members should be reviewing applications materials before meetings and have questions and comments ready to discuss at the meeting.
- If there are questions or comments to the application that the applicant can clarify or answer before the meeting, board members can send those comments to staff and we can get the clarifications or answers before the meeting. In this case the board members should only be sending review comments and questions to staff and not CC'ing any other board members including the chair as it will cause a procedural issue.
- Suggestions on considerations can be added to the staff report. For example, if the applicant has addressed and met all aspects of the regulation but there is a design element or alternative layout that would be better for the project.
- As a reminder, discussion based items should always be addressed on the record during the hearing.

Memo prepared by Stefanie Casella- Strafford Regional Planning Commission  
contracted Planner for the Town of Nottingham  
June 8, 2020

DRAFT