

NORTH BERWICK PLANNING BOARD

MINUTES OF PLANNING BOARD MARCH 14, 2024

Present: Anne Whitten, David Ballard, Mark Cahoon, Mark Reed, Justin Perry, Jack Olea, Jason Smith

Also Present: Matt LeConte, Lee Jay Feldman, Craig Burgess, Dalton Weiss, Carole Weiss, Walter Pelkey, Dennis Hartigan, Mark Goodman, Pam Brezak, Amber Bernier

Pledge of Allegiance

1. Call to Order:

Anne Whitten called the meeting to order at 6:30 pm.

2. Review Previous Minutes: N/A

3. Public Meeting:

Dave Springer – Diamond Hill Road

Map 005 Lot 7-2, 14 and 15-1

Request: Pre-Application review of a 9-lot single conventional subdivision The property is located in the Farm & Forest Zoning District

Walter Pelkey from BH2M, stated that Springer Properties has a 66 acre parcel off of Diamond Hill Road. They are waiting for the Army Corps permit, otherwise it is waiting on final approval. There are nine conventional lots that range from 160,000 square feet to 718,000 square feet. The road will be a private road built to the Town's public road standard. All the lots will have private septic and individual wells and there will be underground electric and communication services. Walter stated they have sat down with Matt and Dwayne and came up with a road layout to meet the Town's standard. He indicated the last time they were in front of the Board, there was a road going through two towns and they have now simplified it.

Mark Reed asked if the road could be considered a cul-de-sac. Walter stated that by Town's standards it could not. Matt stated that it is called a "P Road". Anne asked what the big difference was between the two and asked if Dwayne, the Road Commissioner, had seen this. Matt indicated that he and Dwayne have met with Walter and Dave several times this general concept was discussed. Matt stated that as far as the roadway, they discussed how it will come in and if it does connect to a public way which is acceptable. Matt asked Walter about the frontage on Lot 1. Walter stated that it was 300 feet. Justin asked about scales for Lot 1 and Lot 7 and felt those were tight. Jack Olea stated Lot 1 was shy around 1 ½ . Walter stated he could adjust all of

this. Matt stated this is still just preliminary, would be reviewed by the Road Commissioner who will provide a memo to the Board, a third-party engineer will review it as well. Justin stated that during the final review, they would have to show road frontage of 300 feet.

Anne Whitten inquired about open space in regard to a subdivision and asked where it was located. Walter indicated that the only open space on this property is in the center of the cul-de-sac. There is another open space that is on the Berwick side. Matt stated that there can either be an open space or a compensation that is paid. Walter stated that if the Board would rather have the area down by the stream where the larger lots are located, they could entertain that. Anne also inquired about #15 where it states, "Indicate the nature of any restrictions covenants to be placed on the deed" and it indicates "property restrictions". Walter stated that would relate to an HOA and there will be a road maintenance agreement as part of the HOA.

Matt stated that when this project was first talked about, they generally discussed having a joint meeting with Berwick's Planning Board and asked if that had been discussed as part of the first review. Walter stated that Berwick reviewed on their own, for those first four lots but has not discussed a joint meeting. Lee Jay indicated that Hannah from SMPDC could coordinate all of that and would suspect there would be at least one joint meeting.

Justin Perry motioned to set a site walk Diamond Hill Road, Map 005 Lot 7-2, 14 and 15-1 for March 28, 2024 at 5:00 p.m. Mark Cahoon seconded the motion. VOTE: 5-0

David Ballard motioned to accept the sketch plan for Dave Springer, Diamond Hill Road, Map 005 Lot 7-2 and 15-1. Jack Olea seconded the motion. VOTE: 5-0

Justin Perry motioned that escrow be set for \$27,000.00 for Dave Springer, Diamond Hill Road, Map 005 Lot 7-2 and 15-1. Mark Cahoon seconded the motion. VOTE: 5-0

4. Public Meeting:
Home Innovations, LLC (Riverside Village)
Prospect Street – Map 22 Lot 41
Request: Preliminary plan review of a proposed 12 apartment unit multifamily subdivision, including the existing single-family home. The property is located in the Village Center Zoning District.

Craig Burgess of Acorn Engineering stated that the preliminary subdivision application is very similar to what the Board saw at the sketch level and the only real change is that they moved the dumpster enclosure to the other side of the turn around area. He stated that the entry to the new apartment complex will extend from the westerly side of Prospect Street. There are 12 new apartment units proposed in two building structures. Each building structure will be 4,475 square feet and there will be parking areas serving each of the units as well as four guest parking spaces and one ADA parking spot. There are walkways on both sides and a turn around at the end of the drive isle which is mainly for fire access and dumpster enclosure access. He stated that

overall the project will result in approximately 27,500 square of new impervious area and the total development footprint is approximately 67,000 square feet. Craig indicated snow storage areas will be provided at the end and they have situated the two transformers, so they are not in the way of snow storage. He indicated that each until will have a back deck that is outside any of the setback lines. The site will be serviced by public water and sewer and also overhead utilities and telephone, and cable will extend from the easterly side of Prospect Street to a new utility pole and then underground utilities will be brought in. He state the water main will be extended from the intersection of Prospect Street and Route 9 and they have been in coordination with the Water District and have received the capacity to serve letter from them. There will be a new hydrant which was requested by the Water District. There will be a pump station for sewer which will pump up through the gravity main and then directed toward Route 9. The preliminary application also included a landscape plan which was prepared by a landscape architect and that plan involves layering of mostly evergreen trees as they wanted to keep it evergreen based so that it formed a more robust visual buffer to the abutting properties to the south and north. Craig stated there are two landscape plans submitted, one showing the larger trees and the second plan showing the smaller shrubs. Craig indicated they do understand the importance of a buffer at 11 Prospect so that area would also involve a wooden stockade fence. Craig stated the preliminary application included a lot of different submissions related to traffic and also showed site distances in both locations which are adequate. Craig indicated that they feel they have prepared a detailed plan set and application that addressed all the standards of the ordinance. They are looking for Board feedback as to any changes or recommendations at this point. Craig stated they have tried to put together a landscape plan so that the visual buffering was maximized as much as possible.

Mark Cahoon asked what the purpose was of not having the buildings be in a straight line but rather having them built to one side. Craig stated that there is a resource protection district and there are wetlands so they tried to minimize the site disturbance and tried not to impact any wetlands on this site whatsoever. Mark asked if there was room to straighten it out and Craig stated if they do straighten it out, it will have some minimal wetland impact which they were trying to avoid. Mark stated that some parts of one of the buildings seemed very close to the property line. Craig stated they could rotate it if the Board felt strongly about making that change. Craig stated the tree line was right up against the wetlands.

Lee Jay Feldman asked if the buildings were straightened, what the amount of impact would be at this point. Craig stated he has not looked into too deeply, but it would likely be less than 1,000 square feet. Lee Jay stated that by straightening it out would do two things: it would pull them away from the abutters property on the south more and it would also give an opportunity to go a little bit deeper into the site because there will be buffering required on that property line to the east of the complex. Jason stated that there are existing large trees with enormous root structures and wondered if that foundation may impact that in terms of risk management and safety. Craig stated he believes it could be twisted and aligned in the center of the parcel if that were what the Board would like, while keeping a minimal amount of wetland impact. It will not change the storm water plan or amount of overall developed area.

Anne asked what the size of the decks were. Justin indicated the plan reflects 10x12. Matt asked if there is a building design that was submitted, and Craig indicated that it is in the booklet.

Jack asked how big each unit was and Craig indicated they are roughly 745 square feet per unit. Anne asked if the units were one story or two and Craig indicated they are two story units and Anne stated they have not received a second story floor plan, which will need to be submitted. Each building structure will have six units, three bedrooms each, so there are twelve units total. Anne asked if the permit had gone out to the DEP and Craig stated that is going out tomorrow and there is a 14 day turn around for that after received.

Regarding traffic, Anne asked how they came up with 152 trips per day. Craig stated that was based upon an ITE traffic formula which equates per units/bedrooms and peak hours for this project only which is the additional impact for this. Matt stated that common practice is for the Review Engineers to look at all this as well. Craig stated he has also provided in a very detailed pdf a Storm Management Plan and Matt confirmed that has been received. Lee Jay asked if they looked at a 100-year storm plan and if there is data to confirm that. Craig stated he had not submitted that part but will do that. Lee Jay asked if they had also looked at the Cornell University numbers regarding storm water.

Anne asked about the landscape engineer and wondered what the Board felt about having a third-party landscape engineer to look at this project to help protect the abutters. Mark Cahoon stated he would like to have the Town bring in their own third-party landscape review. Matt stated that we could ask the civil engineers to bring in a landscape architect.

Jack Olea motioned that a third-party landscaper looks at this project. Mark Cahoon seconded the motion. VOTE: 5-0

Justin Perry stated he would like to see some of the architectural details fit more of the older architectural details in the neighborhood. He felt what is proposed looks more of a cookie-cutter/institutional look and feels it would be nice to have something that compliments the surrounding homes.

David Ballard asked if the buildings were planned to just be one color. Craig indicated that it was not.

Regarding the level spreaders, Jack Olea asked what plan they went by. Craig stated they followed state practices in accordance with the erosion control manual which are sized based upon a 10-year storm for calculating the length. They provided at least one foot for every 2.5 cfs. They also looked at how the 100-year storm would work and what it would be like at those two level spreaders and could certainly provide those to the Board.

Matt asked if it is all possible that the wetlands is associated with the Great Works River and Craig stated it was not. He indicated Mark Hampton put together the wetland delineation and he specifically looked at that and in his wetland write-up, he discusses that. Craig also stated that on the site walk, the Board may have noticed that the wetlands are elevated quite a bit above the river. In Mark's letter, it is mentioned how they are disconnected.

Jack Olea motioned that Underwood Engineering verify that the wetland is not connected to the Great Works River. Mark Cahoon seconded the motion. VOTE: 5-0

Justin Perry motioned to set a Public Hearing for April 25, 2024 for Home Innovations, LLC (Riverside Village) Prospect Street – Map 22 Lot 41. Mark Cahoon seconded the motion. VOTE: 5-0

Anne Whitten reminded the public in the audience that during a Public Hearing, everyone will have a right to ask questions and speak. The information that the Board has, the public will also have access to and the public is free to send any questions or comments to Matt LeConte either at the Town Office or by email to mleconte@townofnorthberwick.org.

Matt indicated that the Applicant submit more of a full-size larger scale architectural design plan. Justin stated it is more for the public to visually see what is going to be built, more colors, the second story floor plan and exterior, door trim details, window grid layouts, etc. to show what the finished product will look like.

Regarding the dumpster area, Mark Cahoon asked if there was going to be a light post and Craig indicated there is one proposed and is a typical parking safety lot light. Mark asked if that was going to be on all night long which would interfere with the neighbors. Craig stated it was not going to be and they will make that part of the plans to have the lights dim at a certain time.

Reminders: Next Planning Board Meeting – March 28, 2024 - 6:30 P.M.

5. Other Business

Matt provided a draft of a summary of projects which will be provided to the Board to make it easier for everyone involved, which the Board discussed.

6. Adjournment:

Mark Reed motioned to adjourn the meeting at 8:11. Justin Perry seconded the motion. VOTE: 5-0

Matthew LeConte
Planning Coordinator
Respectively submitted,
Jennifer Berard, Stenographer

Chair - Anne Whitten

A black ink signature of Anne Whitten, written in a cursive style.

Vice Chair - David Ballard

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Mark Cahoon

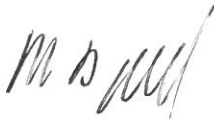
Justin Perry

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Jack Olea

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Mark Reed

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Jason Smith

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