



**The Town of Seabrook**  
**Planning Board Minutes**  
**Tuesday, January 5, 2016**  
**Seabrook Town Hall, 99 Lafayette Road**  
**603-474-5605**

**MEMBERS PRESENT**

Jason Janvrin, Chairman, Donald Hawkins, Vice Chairman, Michael Lowry, Francis Chase, David Baxter, Aboul Khan, Ex Officio, Rick Friberg, Civil Engineer, Steve Zalewski, Building Inspector, Maria Brown, Planning Board Secretary

**MEMBERS ABSENT**

John Kelley, Ivan Eaton III, Paula Wood, Alternate, Robert Fowler, Alternate

Janvrin opened the meeting at 6:37pm

**MINUTES**

December 15, 2015

<b>Motion:</b>	<b>Hawkins</b>	<b>Motion to approve Public Minutes, December 15, 2015 as written.</b>
<b>Second:</b>	<b>Khan</b>	<b>Approved: Janvrin, Khan, Hawkins, Baxter, Chase</b> <b>Abstain: Lowry</b>

**CORRESPONDANCE and ANNOUNCEMENTS**

**Case # 2015-07, Request Bond reduction, Tesla – Tax Map # 8, Lot # 200**

Janvrin received an email from Tesla which includes an As-Built and that was the last condition to be met. Janvrin explained that the Board can agree that the applicant met the requirements and accept the As-Built submitted or hold the Bond until it is incorporated into DDR's full site plan. Hawkins stated that it is a separate project from DDR so he doesn't feel the two should be linked together. Hawkins asked if Friberg had any comments. Friberg stated that engineer Kerivan reviewed the As-Built and everything was done per the plan. Friberg agrees with Hawkins that it seems a little over burdensome to have them recertify the whole As-Built in accordance with another project outside of their own.

<b>Motion:</b>	<b>Hawkins</b>	<b>To release Tesla's bond for Case # 2015-07</b>
<b>Second:</b>	<b>Lowry</b>	<b>Approved: Janvrin, Khan, Hawkins, Baxter, Chase, Lowry</b>

January 13, 2016 - Narcan free distribution to be held at the Seabrook Library @ 6:00pm.

January 14, 2016 - a recruiting night to be held at the Seabrook Library for the Boy Scouts. All boys that have completed 5<sup>th</sup> grade or higher are welcome to join.

January 18, 2016 – Budget Committees Public Hearing to be held at the Seabrook Recreation Center @ 6:00pm

February 2, 2016 – Town of Seabrook - Deliberative Session to be held at the Seabrook Recreation Center

<b>Motion:</b>	<b>Janvrin</b>	<b>To cancel the Planning Board Meeting for February 2, 2016. The Town Deliberative Session is scheduled for February 2, 2016.</b>
<b>Second:</b>	<b>Khan</b>	<b>Approved: Janvrin, Khan, Hawkins, Lowry, Chase, Baxter</b>

The filing period for Town of Seabrook Elected Offices will run from January 20, 2016 - January 29, 2016. If interested you may sign up at the Town clerk office.

**SECURITY REDUCTIONS, EXTENSIONS, ROADWAYS**

**Case #2007-11, Security Reduction, Beckman Woods Subdivision, 11 Beckman Woods Map 13, Lots 50, 51, 52, 53, 54, 67, 71, 90, 91**

Jim Kerivan and John Starkey sent emails regarding this case. Everything was completed according to Morgan, Town Planner and Friberg, Engineer. Janvrin noted that Mr. Green filed an application requesting an amendment for the original site plan regarding street lights. Janvrin asked if anyone had questions for Mr Green. Hawkins asked if all department heads have signed off. Janvrin stated all departments have signed off with the exception of DPW and the Engineer. Janvrin cited the letter received

from Mr. Kerivan. Mr. Green delivered a letter that shows all items are completed and Mr. Kerivan has the list now. Janvrin noted that Mr. Boyd forwarded a letter that all monuments have been placed. Janvrin noted that one property owner shared some concerns about a rock garden he had built in front of his property. Property owner feels that his rock garden will not interfere with Town plowing. Janvrin asked if the garden will be an issue once the Town takes over the Road. Janvrin stated that Mr. Starkey has explained that this issue is for Mr. Green to address at his level. Janvrin is not sure if he will be able to keep the garden or if Mr. Green will make him rip it up. Mr. Green stated that it is technically not the homeowner's property and he understands the concerns from DPW that the garden could be damaged during plowing. Janvrin looked at the pictures that showed the garden/mailbox and 15 feet away a fire hydrant so he felt that area would not be plowed and should not cause an issue. Mr. Green stated that the stone wall is only one layer of rocks. Mr. Green stated if the rock garden went in the day after the plan was approved it wouldn't have been an issue and Janvrin agreed. Janvrin asked about the letter from Unitil. Mr. Green explained that the street lights on his property is the only light and poles Unitil offers for public right of way in Town owned property. They may have been conversation about an antique light type but Unitil would not install anything other than the standard street lights they installed. The poles and lights are the same type as everyone else has. Mr. Green filed an application for a minor field change. Janvrin stated that the lights are shining in the homes second floor sleeping quarters. He feels that the lightening grid was for the shorter polls and wondered if a shield of some sort could be added. Mr. Green will contact Unitil to see if they could add some type of shield. Chase stated they have to use the polls and lighting provided by Unitil. Janvrin stated that the letter from Unitil states that they installed the same lights and polls used everywhere else. Janvrin doesn't believe we have jurisdiction over the poles. Khan asked how many lighted polls are in this plan. Janvrin stated the project has six lighted poles. Janvrin asked if anyone had any further questions. Hawkins asked if Mr. Green received Mr. Kerivan's Letter. Hawkins asked Mr. Green to address the resident issues at the bottom of the letter. Repaving of driveway different colors will blend in eventually and homeowners are required to re-seal their driveways yearly, Lot 19 had significant problems and significant changes were done on this driveway, Mr. Green would like to see the landscaping along roadway edge stay as is, and Mr. Green is sending letters to the residents, Roadway divots have been scraped and Mr. Green would like to leave an amount of the security for this. Mr. Green feels all abutter issues have been addressed. Janvrin asked how much the Town was holding at this time. Mr. Green believes it is \$125,000.00. Lowry asked how much of a reduction is the applicant looking for and he would feel more comfortable if all sign offs were completed from the Department Heads. Starkey sent a letter to the Board. Janvrin asked if Friberg could get the sign offs and come back to the Board with a recommendation. Janvrin would like to address the

street light issue tonight because it will be costly for a site plan modification. Janvrin asked if the Board would agree that the street light issue is a minor modification which is out of the Board's hands. Hawkins stated we don't have any control over the street lights and Unitil is going to put lights they use everywhere and they clearly are not offering anything different. Hawkins feels the street lights are a minor field change and the applicant does not need to come back to the Board. Khan agrees that it is a minor field change. Lowry added that the street lights used are the only ones offered by Unitil.

<b>Motion:</b>		<b>To consider the change in the street lights to be a minor field change.</b>
<b>Second:</b>		<b>Approved: Janvrin, Khan, Hawkins, Lowry, Chase, Baxter</b>

Janvrin recessed the meeting for 5 minutes at 7:08pm. Call the meeting back to order at 7:13pm.

**ONGOING CASES**

**Case #2015-25, Allowance of six (6) 8' x 40' Connex boxes to be placed as shown on the plan submitted herewith, 571 Lafayette Road Tax Map 8, Lot 555**

Janvrin stated that no one was present for the case and the Board was asked on December 15, 2015 by the applicant to continue the meeting to January 5, 2016. Janvrin cited a letter from Morgan stating the areas of the application that were incomplete. The applicant was provided with a copy. Chase asked if any money will be returned. Janvrin stated no return as the Planning Board has been on the Planning Board Agenda for 2 hearings. Khan asked if the application was still valid. Janvrin stated if the Planning Board finds the application as incomplete the case is closed per legal counsel.

<b>Motion:</b>	<b>Janvrin</b>	<p>Motion: Pursuant to Section 4 of the Site Plan Regulations, the Planning Board finds that the Application for case 2015-25 is NOT an expedited application for the following reasons: The Applicant has failed to demonstrate that:</p> <ul style="list-style-type: none"> <li>• The proposal will not have any discernible impact on abutters.</li> <li>• The proposal will have an adverse impact on the public or the environment.</li> <li>• The proposal will not be a building expansion.</li> </ul>
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		<ul style="list-style-type: none"> <li>• The proposal does not increase the intensity of use on the site.</li> <li>• A review by the Technical Review committee for this proposal is warranted.</li> </ul>
<b>Second:</b>	<b>Lowry</b>	<b>Approved: Janvrin, Khan, Hawkins, Lowry, Chase, Baxter</b>

<b>Motion:</b>	<b>Janvrin</b>	<p>Motion:</p> <p>Pursuant to RSA 676:4, I(c)(1), the Planning Board finds that the application for case 2015-25 is INCOMPLETE for the following reasons:</p> <ul style="list-style-type: none"> <li>• Landscape and Professional Stamps missing from the submitted plan.</li> <li>• Locus missing from the submitted plan.</li> <li>• Title Block not in correct location on the submitted plan.</li> <li>• Boundary monuments are not depicted on the submitted plan.</li> <li>• Flood elevation data is not shown on the submitted plan.</li> <li>• Topographical contours are not depicted on the submitted plan.</li> <li>• A stormwater analysis was not submitted</li> <li>• Other missing exhibits required by regulation include: Landscape details; Driveway details; size and location of impermeable surfaces; stormwater pollution plan; lighting fixture details; lighting locations and hours of operation.</li> <li>• The applicant was advised of these deficiencies on 11-20-2015 at the first public hearing for this case and was advised that the missing exhibits needed to be submitted before noon on November 24, 2015. No additional information was submitted by the applicant. The applicant failed to show for the January 5, 2016 Planning Board Hearing</li> </ul>
<b>Second:</b>	<b>Khan</b>	<b>Approved: Janvrin, Khan, Hawkins, Lowry, Chase, Baxter</b>

Case #2015-25 is closed as incomplete and the Applicant will be notified within 72 hours of this decision.

Janvrin addressed the abutters and let them know that the applicant of this case will need to file a new application if they choose to do so. The public was also made aware of the proposed changes in the zoning regulations and they will be presented at Town Meeting.

## **NEW CASES**

### **Case #2015 – 29, Subdivision, 82 & 84 Farm Lane – Tax Map 13, Lot 62 & 62-1**

Henry Boyd presented this case on behalf of Mr. Eaton and his sister Carla. In 2007 the Planning Board was presented with the exact same plan that Mr. Boyd has tonight. The subdivision approval lapsed and that is why they are presenting tonight. The Road has been built and the problem was the Department Heads were never notified during the construction phase. Mr. Boyd has worked with all Department Heads and very closely with Mr. Starkey, DPW. The Board has a letter from Mr. Starkey and this will be a Town Road. The case was presented to the TRC and Mr. Boyd felt that was very productive. It was suggested that Mr. Boyd request waivers for the width of the Road which was a 30' right of way with 18' of pavement. This plan has 5 lots so the Board had asked for a 50' right of way and they approved the 18' width of pavement. The Road is built very well and the landscaping has been adjusted. The applicant had to work with the State and restore the wetlands to its original grade. The Building Inspector asked for a copy of the wetland issue and Mr. Boyd supplied a copy. Mr. Boyd also is asking for a waiver for the sidewalks are they are built a little differently than usual. They have 3 layers of ½ inch of stone. The entire infrastructure is in, sign off from the Departments are completed, detention pond is in, electrical is in, sewer, and water is in. The difference from the plan that TRC viewed and the one tonight is the 100' x 100' boxes are now on the plan for each lot. Mr. Boyd went to the assessor who renumbered the lots so it would match up with the map and lot sequence. The other issue was a garden that was planted in memory of Carla's daughter which has been moved per the Water Department request. This area has a 2" blow off which was suggested by the Water Department. All of the TRC

suggestions have been completed. Mr. Boyd will have a new deed prepared and it will show the new lot line and changes. Friberg feels the plan looks great and everything has already been built, no new water, no new sewer, the letter was submitted for the width of the Road, the 100'x100' boxes were added, and the garden area was moved. Lowry asked if the Building Inspector had anything to add. Zalewski had nothing to add. Parcel A would be conveyed to the Town of Seabrook. Mr. Boyd stated it has a 65' radius in the area at the end of the Road and at some point they looked at making it smaller. The DPW would rather it stay the way it is for plowing and Mr. Boyd agrees. Mr. Boyd agreed it is a lot of pavement and that is due to the turnaround needed for a fire truck. Chase stated it was a nice job. Hawkins asked what the Road frontage was and do they meet the ZBA requirements. Mr. Boyd stated that every lot has frontage. The frontage on two of the lots are 100', lot 3 – 138', the next lot 123 ½', and the next lot has double frontage 114 ½' on Berns Way and 101' on Farm Lane. The monuments have been set. Janvrin asked if any comment from the public. Mr. Boyd stated 10' setbacks for rear and side in Zone 2R. Mr. Boyd also stated that it is nice to have property owners be able to give lots to the next generation so they can live in Seabrook.

<b>Motion:</b>	<b>Chase</b>	<b>To approve this case as administratively complete</b>
<b>Second:</b>	<b>Lowry</b>	<b>Approved: Janvrin, Khan, Hawkins, Lowry, Chase, Baxter</b>

Janvrin asked Mr. Boyd to state what waivers he is requesting. Mr. Boyd requested a waiver for the Road width and the sidewalk cross section. Janvrin cited the letter from DPW dated December 15<sup>th</sup>, 2015. The last bullet states that Mr. Starkey is prepared to accept the Road and the sidewalks. Janvrin asked if anything was discussed about Security. Mr. Boyd stated that Mr. Eaton and Carla would like the Road to be accepted by the Town. Janvrin recommend that a formal request to accept the Road and this will be heard at the next meeting. Hawkins asked if anything is left open with DES. Mr. Boyd stated that there is not anything left open the restoration plan is complete.

<b>Motion:</b>	<b>Chase</b>	<b>To approve a waiver for an 18' Road width and approve a waiver for the sidewalk as accepted by Mr. Starkey, DPW.</b>
<b>Second:</b>	<b>Lowry</b>	<b>Approved: Janvrin, Khan, Hawkins, Lowry, Chase, Baxter</b>

<b>Motion:</b>	<b>Janvrin</b>	<b>To waive security for this case and set the amount to zero.</b>
<b>Second:</b>	<b>Chase</b>	<b>Approved: Janvrin, Khan, Hawkins, Lowry, Chase, Baxter</b>

Chase asked if we need a motion for the renumbering of the lots. Janvrin stated that we do not and it is shown on the plan.

Mr. Boyd notes the office appears to be going through some changes and he has nothing but positive to say at this point. Mr. Boyd wanted take a minute to address the Board regarding the current Secretary. Mr. Boyd stated that she has been nothing but kind, responsive, quick, helpful, and seems to be very orderly. Mr. Boyd is also very impressed with the amount of help and assistance he has received from the Planning Board Office and he feels it has been lacking for quite some time now. Mr. Boyd stated that Maria Brown is doing a wonderful job. Mr. Boyd doesn't know where the Board is heading with the position but from what he has seen so far he has been very happy with it and he hopes that others that come through the Office are happy as well. Maria Brown thanked Mr. Boyd for his kind comments. The Board was also presented with two positive letters of recommendation for Maria Brown from Mr. Paul Lepere and Mr. Robert Scally which are attached to the minutes for review. Mr. Boyd asked how many copies of plans will be needed for future projects. Janvrin stated that the Board is reviewing that for the next meeting. Hawkins stated that the key is to get it corrected electronically before printing. Janvrin stated the process is a little different from the regulation. Mr. Boyd stated that Rick Friberg has been very helpful with refining these things. Khan asked if the applicant will have street lights. Mr. Boyd stated their will not be any street lights. Janvrin asked if anyone felt that this case needed conditions.

<b>Motion:</b>	<b>Lowry</b>	<b>To approve with the condition that all invoices be paid prior to the signing of the Plan.</b>
<b>Second:</b>	<b>Janvrin</b>	<b>Approved: Janvrin, Khan, Hawkins, Lowry, Chase, Baxter</b>



Janvrin announced that the Deputy Town Manager has asked that our annual report be submitted by January 15, 2016. Janvrin sat down and went over the annual report that was drafted by Maria. Together they finalized the copy for Board approval. Maria asked if anyone had anything to add please email any additions. Janvrin noted that we were the first Department to have our Warrant Articles and Town Report completed. Hawkins stated to added in excess and a \$ sign to the paragraph talking about the auditor's report. Chase stated we had more grants in 2015. Hawkins explained that the last one was in June 2014.

<b>Motion:</b>	<b>Lowry</b>	<b>To approve with the condition that all invoices be paid prior to the signing of the Plan.</b>
<b>Second:</b>	<b>Janvrin</b>	<b>Approved: Janvrin, Khan, Hawkins, Lowry, Chase, Baxter</b>

<b>Motion:</b>	<b>Khan</b>	<b>To approve the proposed Planning Board Report for the Annual Town Report with the addition of a paragraph from Hawkins with corrections.</b>
<b>Second:</b>	<b>Chase</b>	<b>Approved: Janvrin, Khan, Hawkins, Lowry, Chase, Baxter</b>

Hawkins asked about the Warrant Article and Ballot. The Warrant Article looks fine and he wanted to add more to the Ballot to help the voters understand. Last year's warrant article was 35 pages due to the summary never going to the Town Clerk's Office before the printing was done. This year we don't have that same issue and the Hawkins feels that we need to add more information about the questions for the voters. Hawkins added his comments and some of the warrant verbiage could be substituted on the Ballot question. Please see attachment for full text and additions. Hawkins will follow up with Morgan and email back to the secretary.

Janvrin asked the sub-committee to stick around a moment to coordinate a date to meet. Chase asked that Green & Company pay for the newspaper add.

Janvrin adjourned the meeting at 8:00pm.

Respectfully Submitted,

Maria Brown, Seabrook Planning Board Secretary