



Town of Seabrook
Planning Board Minutes
Tuesday, April 4, 2017
Seabrook Town Hall, 99 Lafayette Road
603-474-5605

MEMBERS PRESENT

Jason Janvrin, Chairman, Michael Rabideau, Vice Chairman, James Sanborn III, Francis Chase, Teresa Kyle, Ex-Officio, Paul Knowles, Joseph Jones, Alternate(Appointed this evening and will be a voting member tonight), Tom Morgan, Town Planner, Rick Friberg, TEC, Maria Brown, Planning Board Secretary

MEMBERS ABSENT

Mike Lowry, Robert Fowler (Alternate)

Janvrin opened the meeting 6:38pm

Motion:	Sanborn	To Nominate Jason Janvrin as Planning Board Chair
Second:	Knowles	Approved: Rabideau, Sanborn, Kyle, Knowles Abstained: Janvrin

Hearing no other nominations Janvrin called for a vote to Appoint.

Motion:	Kyle	To Appoint Jason Janvrin as Planning Board Chair
Second:	Knowles	Approved: Rabideau, Sanborn, Kyle, Knowles Abstained: Janvrin

Motion:	Kyle	To Nominate Michael Rabideau as Planning Board Vice Chair
Second:	Sanborn	Approved: Sanborn, Kyle, Knowles, Janvrin Abstained: Rabideau

Hearing no other Nominations Janvrin called for a vote to Appoint.

Motion:	Kyle	To Appoint Michael Rabideau as Planning Board Vice Chair
Second:	Sanborn	Approved: Janvrin, Sanborn, Kyle, Knowles Abstained: Rabideau

Motion:	Kyle	To Nominate James Sanborn as the Planning Board Representative for the Recreation Commission.
Second:	Knowles	Approved: Janvrin, Rabideau, Kyle, Knowles Abstained: Sanborn

Hearing no other Nominations Janvrin called for a vote to Appoint.

Motion:	Kyle	To Appoint James Sanborn as the Planning Board Representative for the Recreation Commission.
Second:	Knowles	Approved: Janvrin, Rabideau, Kyle, Knowles Abstained: Sanborn

TAC

Francis Chase would like to step down as the TAC Representative. The Planning Board received one letter of interest from David Baxter.

Motion:	Janvrin	To Recommend to the Board of Selectmen that they Appoint David Baxter as the Planning Board Representative for the TAC.
Second:	Knowles	Approved: Janvrin, Rabideau, Kyle, Knowles, Sanborn

Rockingham Planning Commission - NPO

The RPC – NPO currently have 3 members and they need four; Chase, Hawkins, Members, one Alternate, Janvrin, 2cd seat for Alternate, open. The Board received one letter of interest from Michael Rabideau.

Motion:	Janvrin	To Recommend to the Board of Selectmen that Michael Rabideau be Appointed to the Rockingham Planning Commission – MPO.
Second:	Knowles	Approved: Janvrin, Sanborn, Kyle, Knowles Abstained: Rabideau

Morgan stated that the vote is for the Route 1 project. The DOT made a commitment to go forward with this project. The next meeting believed to be on April 18, 2017 they will vote on this project request and all 4 members need to go.

Janvrin stated the Planning Board had 4 alternate openings and Alternate seats are filled by Robert Fowler who is appointed until March 2018. Janvrin stated that at this time we have no requirement on Alternates attendance at meetings. The Planning Board received requests from the following people listed in the order they were received or notified; David Baxter, Joseph Jones, Donald Hawkins, Rio Tilton, Paula Wood. Mr. Baxter was appointed at the March 21, 2017 Planning Board Meeting so that left 3 openings with 4 request to fill the seats.

Janvrin called for motions.

Motion:	Kyle	To Appoint Donald Hawkins as a Planning Board Alternate.
Second:	Knowles	Approved: Janvrin, Rabideau, Kyle, Knowles, Sanborn

Motion:	Knowles	To Appoint Joseph Jones as a Planning Board Alternate.
Second:	Sanborn	Approved: Janvrin, Rabideau, Kyle, Knowles, Sanborn

Motion:	Knowles	To Appoint Paula Wood as a Planning Board Alternate.
Second:	Chase	Approved: Janvrin, Rabideau, Kyle, Knowles, Sanborn

Janvrin stated that Alternates to the Planning Board can participate in part of the conversation however if we have 7 members they would not vote. Janvrin stated if the Board needs an Alternate to fill in the Chairman will appoint.

Mr. Jones was sworn in by the Planning Board Chair, Notary Public, and Justice of the Peace to serve as a Planning Board Alternate. Janvrin asked Mr. Jones to join the Board as they could use another member at the table and he will be able to vote.

Motion:	Rabideau	To Approve the March 21, 2017 Minutes as written.
Second:	Kyle	Approved: Janvrin, Rabideau, Kyle, Knowles, Sanborn Abstain: Jones

CORRESPONDENCE/ANNOUNCEMENTS/INFORMAL HEARINGS

Transfer Station will be closed on April 16, 2017.

Rabies Clinic will be held on April 22, 2017, 9:00am-12:00pm.

Coffee with the cop 9:00am -11:00am, Friday.

Planning Conference, Please confirm and register online, April 28, 2017.

Public officials Workshop September 8, 2017, you will get the "Know you Territory" book for free.

Right to know workshop will be held in Seabrook or on the Seacoast.

Recovery Coach Training to be held at the Seabrook Library on April 28, 29, and May 1, 2, 2017. Please sign up with Safe Harbor Recovery Seabrook, NH.

CPR training will be provided by Safe Harbor please check the website.

Case # 2009-15, 621 Lafayette Road, security held to add parking lot and drainage.

This address had 2 Cases and the security was being held on 2009-15 Case so the Board made a motion to release.

Motion:	Janvrin	To return the entire security for Case #2009-15 and close the case.
Second:	Rabideau	Approved: Janvrin, Rabideau, Kyle, Knowles, Sanborn, Jones

Case #2004-22,23,24,25, 24, London Lane, Bulbman Holdings, LLC, Release security and close. Janvrin continued until next meeting.

Mr. Doug Hersey, 2 & 4 Hersey Lane, Rocks Road

Mr. Hersey is the owner of the property and came to the Planning Board for his entire security returned and he was looking for direction. Morgan forward a legal opinion for the Board and it is confidential he will email to Janvrin and the secretary. Morgan stated the bond didn't go away and we still are holding it.

Janvrin stated that he found a letter in the file from 2014 that was sent to Mr. Hersey. Janvrin suggested the applicant do one of the three following acts; The Road shall be built or the Planning Board will revoke the site plan approval and report it to the Rockingham Registry of Deeds. The Planning Board could cease the security and use it to build the Road themselves. Janvrin also stated that Mr. Hersey could voluntarily merge the two lots together and get the security returned.

Mr. Hersey stated that he never received a letter and has had the same address for many years with a PO Box. Janvrin stated that the letter was sent to The Rocks Road Lot. Mr. Hersey stated he never had a mailing address at that location so he states he never got it. He would like to keep two lots if he could. Mr. Hersey asked if he could have a shared driveway and he cannot. The owners intend on selling the property. Janvrin stated that the subdivision regulations have not been followed. The lot has already been conveyed and it has been recorded.

Chase stated the Road was never started. If it was sold to an outsider it would have been much more difficult. Mr. Hersey will not develop property he is intending on selling it.

Janvrin placed the situation back in Mr. Hersey's hands and he will place him on the next agenda. No water and sewer are in but easements exist.

Janvrin recessed the meeting for a break at 7:24pm until 7:38pm.

Application and land use update need to be placed on channel 22.

Tuesday April 18 2:00-4:00pm is the next presentation for the Beach Dune project.

Case # 2017-4, 27-29 True Road, Condo Conversion, Diane M. Collins, Tax Map # 2, Lot # 17

Wayne Morrill from Jones and Beach represented the applicant Diane Collins. Each lot has individual water and sewer hook ups. Monument has been placed on the exact boundary line. Wetlands scientist updated note #4 no wetlands on site. Water valve is a wgb Watergate valve. Electricity is over head. Attorney Ganz added access to meters plus services of unit 1 and unit 2 in condo docs. The contour went from 98 down to 90. Assessor's map and lot numbers have been assigned. Janvrin asked if they are proposing monuments on the property line and one in the middle. Chase stated it is not a requirement. Janvrin asked about the two driveways. Janvrin stated that the applicant is allowed one 20' driveway with frontage of a 100'. Morgan stated they have been there for awhile. See attached memo from Morrill answering Morgan's entire question. Morrill also stated the driveways have been as they are on the plan for many years. Janvrin feels they have all the issues addressed. Morrill stated they have the correct contour so no waivers are needed.

Motion:	Janvrin	To Approve Case #2017-4 as administratively complete.
Second:	Kyle	Approved: Janvrin, Rabideau, Kyle, Knowles, Sanborn, Jones.

Janvrin asked if any abutters would like to speak seeing none he called for a motion.

Motion:	Chase	To Approve Case #2017-4.
Second:	Rabideau	Approved: Janvrin, Rabideau, Kyle, Knowles, Sanborn, Jones

**Case # 2017-5, 97 & 99 Folly Mill Road, Condo Conversion, Robert Scally, LLC,
Tax Map # 9, Lot # 205-10**

Barry Gier from Jones and beach presented the case tonight on behalf of applicant Robert Scally who is present. The property is 97-99 Folly Mill Road. The water services are marked in blue on the plan and they go out to the main. The plan shows sewer and gas lines going to each unit. See attached memo for Jones and Beach’s response to Morgan’s questions. Janvrin stated that they are limited to one driveway. The applicant is showing two driveways on the plan. The approved site plan that went with subdivision from back in 2013 shows two driveways. They have had two separate entrances for many years. Janvrin stated they have no sidewalk on that side of the road. Gier stated they have no aprons built. They have no common area. The applicant already has water and sewer permits from selectmen. The applicant added an extra sewer clean out and have no need for a pump. Geir stated again that the Case #2013-27 plan was approved with two driveways. This is the forth approval all plans showed two separate driveways. The clean outs are private and the home owner is responsible for them.

Motion:	Chase	To Approve Case #2017-5 as administratively complete
Second:	Rabideau	Approved: Janvrin, Rabideau, Kyle, Knowles, Sanborn, Jones

Chase stated that they were approved with two separate driveways. Waiver for the two driveways they will be asphalt.

Motion:	Chase	To Approve waiver for two driveways for Case #2017-5.
Second:	Janvrin	Approved: Janvrin, Rabideau, Kyle, Knowles, Sanborn, Jones

Janvrin asked if any abutters would like to speak hearing none he asked for a motion.

Motion:	Chase	To Approve Case #2017-5 with no conditions.
Second:	Rabideau	Approved: Janvrin, Rabideau, Kyle, Knowles, Sanborn, Jones

ONGOING CASE

Case #2016-27, 18 Stard Road, Site Plan Review, The proposed project consists of the construction of a 10,147 sf warehouse and office building, with associated site improvements including landscaping, parking, and utilities, Waterhouse Properties LLC, Tax Map #4, Lot #17

Janvrin stated that the applicant needs to request an extension as they are beyond the 65 days due to ongoing continuance. The Planning Board continued the Case as requested until April 18, 2017 Planning Board Meeting.

Morgan will contact David Walker to confirm the Route 1 widening meeting. The RPC may go to Raymond for the meeting this year. April 12, 2017 Raymond is on the calendar for the meeting and Morgan will confirm.

CIP

The Board has the whole packet with justification. Janvrin would like the Board to append this CIP. The School Board has adopted it already. Rabideau stated the repair of sprinkler system has been phased in. Knowles thought it was a 10" main coming into the School. Rabideau wonders if they have a dedicated line throughout the building.

Chase asked what was the purpose of the CIP committee would be. Janvrin stated it is to justify any impact schedule that may come before us. Morgan stated the Planning board is responsible to adopt, bring forward, and to maintain the CIP.

Chase stated that this board put a number in and another department pulled the number out. Morgan stated we just put the number in for planning purpose. CIP is one of the statutory responsibilities of the Planning Board. Janvrin feels we are mixing two different processes. The Planning Board as a Board might investigate the CIP and make sure the cost is a real number. The CIP is a plan not a wish list. Janvrin feels many things on the CIP are wish list items instead of items to be implemented and follow through with what is on the CIP. Janvrin the CIP document from Town Manager and have a subcommittee go through the CIP. Janvrin asked about the granite curbs \$100,000.00 and found out it was an estimate and it is not a good way to plan. Morgan suggested that we have a conversation with Mr. Ferrah. Janvrin feels if we should work in conjunction with the Town Managers Office and see how the numbers were formed. The Committee to work with them should have at least 3 members of the Board. Rabideau and Brown stated that the School has held several presentations for the CIP. Janvrin felt it be a good idea to have a joint meeting with the School Board. Rabideau feels the school should notify Planning Board when presentation takes place. Rabideau

will let the Planning Board know ahead of time. Rhonda who sends agenda can notify to the Planning Board. Janvrin suggested that when we have the TRC meetings all the Department Heads are in the meeting and we can bring an updated CIP to them. Janvrin feels when someone from the public asked the Planning Board where the numbers from the CIP projects come from we should have answers.

Chase stated that if the Planning Board is obligated to put these numbers in we should be able to explain where they came from. The voters are making the assumptions that all of these figures are true numbers. Knowles feels all boards should get together. Janvrin stated that the Planning Board can hold joint meetings with other Boards to discuss the CIP.

Janvrin stated that Planning Board Packets should be sent to the Conservation Commission and the Board of Adjustment.

Chapter for Transportation is being worked on at this time. Morgan stated housing for ADU's might be a good one to work on also.

Janvrin asked if we can we reach out to RPC regarding grant money. Morgan stated the Great Bay Communities were being targeted for grants this time around. Janvrin would like Morgan to follow up to Mr. Frost to see if they have any grant money available.

Sidewalks

Janvrin got an email from Town Manager and FW Webb. Janvrin believed the sidewalks depicted on the plan were inside of their property. The DOT is asking for an additional 12' from FW Webb. The Town of Seabrook would need to have an agreement to have them maintain the sidewalks. The wording is not the same as Market Basket or DDR and it is a total different conversation. Janvrin stated that the Town Manager will negotiate with DOT. Janvrin stated that DOT wants to have 5 lines through the whole of Route 1. Morgan had a call from FW Webb and they will agree to maintenance for the sidewalks and FW WEBB will sign the document.

Motion:	Chase	To recommend that the Town Manager, Mr. Manzi negotiate a deal with DOT regarding the sidewalk matter along Route 1.
Second:	Sanborn	Approved: Janvrin, Rabideau, Kyle, Knowles, Sanborn, Jones

Chase said TD Bank piles the snow on the sidewalk and something has to be done. Janvrin we don't have enforcement authority but we can send a letter to the board of selectmen. SNHS got the driveway permit without an agreement in place. Portsmouth Hospital and Burger King will need a sidewalk plan. Rabideau feels that taking 12' more from property owners along Route 1 is going to be an issue for many. Kyle felt that a form letter with all the pertinent information should be prepared for all the businesses.

Motion:	Chase	To recommend to that the Selectmen send a letter to TD Bank and Ocean State Job Lots regarding the piles of snow on the sidewalks, which is against the Site Plan conditions.
Second:	Janvrin	Approved: Janvrin, Rabideau, Kyle, Knowles, Sanborn, Jones

Morgan will prepare a letter to DOT supporting the Rocks Road light from the Planning Board. Morgan will also prepare another letter from the State Representative supporting the Rocks Road light.

Janvrin adjourned the meeting at 8:40pm.

Respectfully Submitted,

Maria Brown, Planning Board Secretary