



Town of Seabrook
Planning Board Minutes
August 7, 2023
Seabrook Town Hall, 99 Lafayette Road
Seabrook, NH 03874
603-474-5605

Members Present; Jason Janvrin, Mike Lowry, Dennis Sweeney, Bill Howler, Ravi, Max Abramson and Tom Morgan, Town Planner

The meeting was opened with the pledge of allegiance at 6:33PM.

Lower Collins Subdivision

Henry Boyd was present at the meeting to brief the board on some concerns from John Starkey, DPW Manager. Boyd explained he received a cease-and-desist letter from Starkey, the main concern was that the drainage was not yet put into the road, as they begun the road work. Boyd met with the developer and told him that he cannot do any more work on the road until the drainage was completed. The developer stated to Boyd that they will start installing the drainage immediately and Starkey will stay in the loop and come out and inspect it. There was also confusion with the security bond that was supposed to be submitted to the town before any work was done. Boyd stated that the developer will come in tomorrow and give the security to Ollie, Town Treasure. Janvrin stated that he will reach out to Ollie to let him know that the payment is coming. Boyd stated that he will give updates and make sure everything is going as planned.

Case 2023-17 – Proposal by Bohler for a site plan review at 270 Lafayette Road, Tax Map 9, Lot 49-10.

Keith Curran from Bohler Engineering was present at the meeting. He presented the case as this is going to be an Aroma Joes between Wendys and TD Bank. Curran stated that 3,000 of impervious area will be decreased between the small building and the landscaping. There will be a drive-through window that will be able to queue 8 cars and a walk-up window, with 5 parking spaces for the employees and customers. The main entrance and exit will be at the lights on route one heading into the main plaza, with a secondary right turn only exit that is already existing and will be in between Aroma's and Wendys. This location will mostly be a pass-by location instead of a destination location, they expect to have 300 customers a day. Curran stated that there will be outdoor seating with a rod iron fence going around it. He said they haven't figured out the signage yet, if it will be on the existing pylon or have a free-standing sign, which will need to be

figured out with the regulations. Curran stated that the drainage will go into the existing swale and the maintenance plan for the drainage was submitted in the application. Lacey Fowler, Building Inspector asked if this would help with the drainage problem near KFC and the parking lot, Curran stated it should help. There will be a water line installed and for sewer there will be two lines, one for kitchen waste and another for sanitary waste. Curran said he will be meeting with the department heads tomorrow, August 8th for the TRC meeting and will discuss utilities with them more in depth.

Janvrin had some comments and recommendations that he would like to see added;

- No Parking, Truck Unloading sign to be added
- Add a bicycle rack
- Reach out to the landowner, most of the signs in the plaza are non-legible.
- Explore a cross walk for the main intersection where the plaza entrance is, with the exaction fee money from this project. TEC will help calculate the exaction fee.
- Add how much impervious area was removed to the notes.
- Add sign to plans.
- Add dumpsters hours 7:00AM-7:00PM
- Separate sheet on traffic with flow.

There were questions on how many cars there will be during peak hour, they said about 50-100, but they could get data from another similar location like Exeter, to show more accurate numbers. Janvrin asked about the hours of operation and delivery times, hours of operation will be 5AM-9PM and truck delivery times are usually anywhere from 10AM-4PM.

Janvrin asked about the lighting as he had concerns about the trespass going into route one, KFC and the bank. Curran stated that he will look into the lighting and can adjust it if needed.

There were conversations about the landscaping and Janvrin asked if they could add a disease resistant elm tree, maybe near the existing bench area. Curran stated yes, they could do that and will explore a place to put the tree. Abramson asked if there is going to be sweeping in the parking lot as there is a lot of litter and needs attention, Curran said that it is in the maintenance plan.

Janvrin stated that the deadline for the next meeting agenda is August 15th and if they cannot make that deadline after the comments this evening and TRC's comments are addressed on the new plans, to email the secretary and continue the meeting until September 11th. At this time the case was continued to August 21st.

Motion:	Abramson	To accept case 2023-17 as administratively complete.
Second:	Lowry	Unanimous

Fees

Ravi stated that the Board of Selectmen are exploring the fees for the whole town to make sure they are set right to offset the town services, Janvrin stated that the Planning Board sets their own fee's not the Board of Selectmen. Ravi stated he would like to explore if we can bill the applicants for the services of the building inspector as some cases need her attention and take up a lot of time more than others. Janvrin explained that everything is reimbursed through the applicants and the fees seem to be appropriate but can explore them to make sure they are efficient with the secretary. Abramson added that per state regulations fees collected can't be over a certain amount of profit and need to reflect close to the actual cost, and that needs to be kept in mind.

Updates and Master Plan

Tom Morgan updated the board that there is a sub committee for "The Brook" in zone 7, which includes Jill, Mike and Ravi. They explained they are still waiting for numbers and data from Andre.

Janvrin stated he is exploring the ideas of purchasing a drone for the use of the planning board, as it will be more accurate than google maps to explore properties and the town as whole.

Morgan stated that Jill Gordon, Bill Howley, Don Hawkins and a couple other residents have volunteered for the steering committee for the Master Plan prep, Morgan agreed to chair the committee. He also stated that he is exploring the idea of getting a spot at old home days to speak to residents about input and ideas for the master plan, Janvrin stated he will look into it.

Janvrin announced that the September meetings will be September 11th and September 25th, due to the town offices being closed on September 4th.

Minutes

Janvrin tabled the July 17th minutes until the next meeting, to wait until there's enough board members that were present at the 17th meeting for a quorum.

Motion:	Abramson	To accept the July 10th minutes.
Second:	Janvrin	Unanimous

Meeting was adjourned at 8:37PM. Minutes were taken by Kelsey Johnson.

DRAFT