



**Town of Seabrook  
Planning Board Minutes  
May 6, 2024  
Seabrook Town Hall  
99 Lafayette Road Seabrook, NH 03874  
603-474-5605**

**Members Present:** Jason Janvrin, Dennis Sweeney, George Dow, Harold Eaton, Paul Knowles, and Jill Gordon

**Also Present:** Tom Morgan, Town Planner, and Lacey Fowler, Building Inspector

Janvrin opened the meeting at 6:34 PM.

**New Business**

Janvrin continued case #2024-5 to May 20, as per the applicant's request.

Janvrin reported tree cutting and excavation at an unnamed site and the failure to take erosion control measures in proximity to a stream. Fowler will reach out to the property owner.

**Old Business: Informal Discussion on Housing Proposals by The Brook**

**Cases #2024-3 and 2024-3A** - Proposal by Keri Fowler for site plan review and condominium conversion at 85 Stard Road

Eric Poulin presented revised site plans. Initially there will be seven units, however the building and utilities can support thirteen. They may reconfigure the seven units in the future. Eaton asked if the water line was sufficient to provide fire protection for 13 units. Poulin: yes.

Poulin reported that the sewer connection has not received a final approval from the Water & Sewer Superintendent, but they are close to agreement, and that an 8" line will be sufficient for 13 units. Slayton is concerned about depth and possible ledge. If no agreement is made on a gravity line, Poulin stated that they are prepared to install a pump station.

Janvrin asked if the propane tank is sufficiently protected. Applicant agreed to install two bollards.

Poulin agreed to record the stormwater maintenance plan on 8.5" x 11" so as to facility recording.

Janvrin inquired about landscaping. Poulin replied that they are relying on the 2006 approval as shown on Sheet C2.

Morgan asked if the condo plan cited limited common area. Poulin stated that he would ensure that it did so. Morgan also asked to make the street address more prominent on the site plan.

Janvrin pointed out that the plan has two signature blocks. Poulin agreed to delete one.

Janvrin asked if the fire alarm would be monitored. Poulin: yes.

Public Hearing opened and closed with no public comment.

<b>Motion: Janvrin</b>	<b>To find the application sufficiently complete to invoke jurisdiction (Case #2024-3)</b>
<b>Second: Sweeney</b>	
<b>Result:</b>	<b>All in favor</b>

<b>Motion: Janvrin</b>	<b>To approve case 2024-3 subject to the following conditions:</b>
<b>Second: Sweeney</b>	
<b>Result:</b>	<b>5 in Favor; 1 abstained.</b>

<b>Motion: Janvrin</b>	<b>To find the application sufficiently complete to invoke jurisdiction (Case #2024-3A)</b>
<b>Second: Sweeney</b>	
<b>Result:</b>	<b>All in favor</b>

<b>Motion: Janvrin</b>	<b>To approve case 2024-3A subject to the following condition:</b>
<b>Second: Sweeney</b>	
	1) The plan plainly depicts limited common areas

<b>Result:</b>	<b>All in favor.</b>
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**Energy Committee**

Janvrin mentioned two residents who expressed interest in serving on the committee. The BoS will set the parameters for this advisory committee.

Eaton reported that the BoS is exploring an audit of Town buildings, replacing street lights with LED fixtures, and aggregating electricity procurement like Hampton. The latter requires an Energy Committee and Town Meeting approval.

**Master Plan update**

Morgan briefed the board on survey response (528 respondents), and the upcoming SWOT session scheduled for Tuesday June 11 from 4:30 to 7 PM at the Library. This session will be followed by a series of Listening Sessions at various locations in town, e.g. the Precinct building, Home Depot meeting room, the Library, and The Brook.

**Office Updates**

Janvrin briefed the board on the transition of files organized by case number to geographical location. The change has made more space available. He asked the board about scanning the plans utilizing a large format scanner owned by the Fire Department. The board consensus was to proceed.

**Minutes**

<b>Motion: Janvrin</b>	<b>To adopt the minutes of March 4.</b>
<b>Second: Sweeney</b>	
<b>Result:</b>	<b>Four in favor. Two abstained.</b>

<b>Motion: Janvrin</b>	<b>To adopt the minutes of March 18.</b>
<b>Second: Sweeney</b>	
<b>Result:</b>	<b>Four in favor. One abstained. One no.</b>

**Training Opportunities**

Janvrin shared a list of upcoming training opportunities and webinars geared for Planning Board members.

### **32 Stard Road – Dean**

The Building Inspector requested clarification on Condition #12 for last year’s site plan approval. The applicant believes that acquiring test well samples is sufficient to satisfy the condition. The board disagreed, and stated that their intent was to ensure that there was no contamination as per water sample test results.

<b>Motion: Janvrin</b>	<b>To reiterate that the PB’s intent was to ensure that there is no contamination as per water sample test results.</b>
<b>Second: Sweeney</b>	
<b>Result:</b>	<b>All in favor.</b>

### **111 Walton**

This applicant was before the Planning Board for an informal review, and then proceeded to the TRC. The question was raised about the appropriate time to require applicants to submit application fees. The board agreed to discuss this policy at an upcoming work session. Morgan will check with other towns to see how this is handled.

### **Capital Improvement Program**

Eaton recommended that the board allocate some time to review the 2024 CIP. Board agreed to do so at an upcoming meeting.

### **Non-Public Session**

<b>Motion: Janvrin</b>	<b>To enter into Non-Public Session pursuant to RSA 91-A:3III.</b>
<b>Second: Sweeney</b>	
<b>Result:</b>	<b>All in favor.</b>

**Non-Public:** The board went into non-public session at 8:09 PM.

### **Return to Public Session**

The board reconvened in public session at 8:24 PM.

### **Adjournment**

Meeting adjourned at 8:25 PM

Acting Sec'y T. Morgan