



**Town of Seabrook  
Planning Board Minutes  
September 23, 2024  
Seabrook Town Hall  
99 Lafayette Road Seabrook, NH 03874  
603-474-5605**

**Members Present;** Jason Janvrin, Mike Lowry, Harold Eaton, Paul Knowles, Jill Gordon, Justin Packard, Tom Morgan, Town Planner and Lacey Fowler, Code Enforcement Officer

Chairman Janvrin opened the meeting at 6:30PM with the pledge of allegiance.

**2024-07- Proposal by Gen4 Builders, LLC for a 5 lot subdivision including a roadway at 111 Walton Road, Tax Map 10, Lot 106.**

William Hall from Civil Design was present for the meeting. He stated that they are going to revise the plans, and each lot will have their own lot lines, and they need to make sure each lot has enough frontage. Janvrin stated that the proposed trash and mail turn out area at the end of the street may be a problem when it snows and the plowing, and it may need to be looked at again. Janvrin stated that when the plans are revised it needs to go in front of TRC and the next meeting will be October 8<sup>th</sup> with a deadline of plan submittal of the 2<sup>nd</sup>. Janvrin continued the case to October 21<sup>st</sup>, and the plans need to be submitted to the planning office by October 17<sup>th</sup>.

**Case 2024-11 – Proposal by Colliers Engineers on the behalf of Walmart for a site plan review at 700 Lafayette Road, Tax Map 8, Lot 55-100**

Sarah North from Colliers Engineers was present for the meeting. She stated that Walmart is proposing a 2,247 square foot expansion east of the building for online pick-up orders. As of now the online pick up is behind Panera and HomeGoods where the truck paths are, which is not an ideal spot for the pickups. North said that the expansion will be displacing 14 spaces and relocating 2 handicap spots. There were questions regarding buffers for the new proposed lighting and noise, North said there is a fence there but will add screening if needed. Janvrin stated that he would like to see that all the signage in the Walmart lot is up to date, not faded and legible, North stated that she will make sure all the signs are up to date with Walmart. There were concerns with people in RVs and 18-Wheelers overnight parking, North stated that Walmart does not want RV's and 18-Wheelers overnight parking, and they do want it enforced. Tom Morgan stated in his memo that they are going to need a variance as Walmart is proposing a net expansion inbuilding area, then a variance would be required because the structure's large size no longer conforms with the dimensional requirements of Zone 6M. Janvrin stated that is they were going to have cargo containers they cannot exceed 90 days on the lot, North stated Walmart will comply and make sure that code enforcement officer Lacey will be in notified. North stated that

she will be going to the ZBA in October, Janvrin said he is going to hold off on approval until peer review is all set.

<b>Motion:</b>	<b>Janvrin</b>	To find case 2024-11 administratively complete.
<b>Second:</b>	<b>Lowry</b>	Unanimous

**Other Business**

Letter of Interest – Matt Sabourin stated that he is interested on being an alternate member on the planning board.

<b>Motion:</b>	<b>Eaton</b>	To approve Matt Sabourin as an alternate member of the board, with a term ending in 2026.
<b>Second:</b>	<b>Lowry</b>	In Favor: Janvrin, Packard, Gordon, Lowry and Eaton Abstain: Knowles Motion Passed

CIP – Janvrin stated that Town Manager, Bill Manzi is putting the two planning board projects, which are the expansion of route 1 and the rail trail in the CIP and he will be submitting a new copy soon, and that will give time for the board to review it before approval.

Exaction Fees – Janvrin stated that there are several proposals in the works for development on route 107, and he would like the board to come up with an exaction fee number. The last time, there was change in the fees was about 7-8 years ago and needs to be updated to make sure all costs are covered. Eaton asked what the process to update the exaction fees, Morgan requested that they are going to want a traffic engineer to come up with a study, Janvrin and Morgan stated that they will request a traffic guide from TEC. Janvrin stated that the board will hold a meeting with TEC, along with inviting the DOT, to hold a discussion.

TAC Vacancy- Janvrin stated that Dave Baxter was the Seabrook representative on the TAC board. There is now a vacay and is looking for someone to fill the seat, that is familiar with municipal planning. Janvrin stated that he will put in a request that the vacancy description is posted on the town’s website, to see if they can get somebody interested.

Trees on Jean Drive – The DPW would like to remove 5 trees on Jean Drive as they impacting the site walk. Janvrin stated that when Jean Drive was developed the planning board required those trees to be planted. The Town Manager, Bill Manzi just wanted to make sure the planning board was okay with loosing 5 trees, Janvrin state that he will order 5 trees for Arbor Day and find 5 locations to plant them. The planning board had no objections.

HOP Grants – Tom Morgan stated that the deadline for filing is next week and needs some more details regarding the application. The board discussed what they would like the grant application to contain Town Facilities & Services Chapter, Existing Land Use Chapter, Future Land Use Chapter along with an audit of Seabrook’s land use regulations and Amend land use regulations and prepare warrant articles, consistent with the recommendations of the Audit and the Master Plan.

<b>Motion:</b>	<b>Janvrin</b>	To approve the planning board to apply for a second phase HOP Grant in the amount of \$92,500.
<b>Second:</b>	<b>Knowles</b>	Unanimous

Janvrin adjourned the meeting at 9:00PM. Minutes were taken by Kelsey Johnson.