

PRESENT: Vadney, Chairman; Sorell, Vice-Chairman; Finer; Bayard, Secretary; Worsman, Selectmen's Rep., Kahn; Touhey; Dever(Alternate); Edgar, Town Planner; Tivnan, Clerk

Kahn moved, Sorell seconded, THAT WE APPROVE THE MINUTES OF AUGUST 28, 2007, AS PRESENTED. Voted unanimously.

APPLICATION SUBMISSIONS

1. **NDN 2005 REALTY TRUST AND NORTHVIEW DRIVE TRUST OF 1995** – Proposed Site Plan Amendment to construct a 3,328 sq. ft. office building and associated site improvements, Tax Map S17, Lots 17D and 17E, located on Northview Drive in the Central Business District.*
2. **NDN 2005 REALTY TRUST AND NORTHVIEW DRIVE TRUST OF 1995** – Architectural Design Review of a proposed 3,328 sq. ft. office building, Tax Map S17, Lots 17D and 17E, located on Northview Drive in the Central Business District.*

Edgar - Applicant met previously with the Planning Board on 6/13/06 in pre-application fashion to discuss the potential development of the property. Applications for Site Plan Review and Architectural Design Review, site plans, building elevations and abutters list are on file. Filing fees have been paid. Recommend both applications be accepted as complete for purposes of proceeding to public hearing.

Finer moved, Sorell seconded, THAT WE ACCEPT THE APPLICATIONS OF NDN 2005 REALTY TRUST AND NORTHVIEW DRIVE TRUST OF 1995 FOR A PROPOSED SITE PLAN AMENDMENT TO CONSTRUCT A 3,328 SQ. FT. OFFICE BUILDING AND ASSOCIATED SITE IMPROVEMENTS AND AN ARCHITECTURAL DESIGN REVIEW OF A PROPOSED 3,328 SQ. FT. OFFICE BUILDING, TAX MAP S17, LOT NO. 17D AND 17E, LOCATED ON NORTHVIEW DRIVE.
Voted unanimously.

PUBLIC HEARINGS

1. **MSS REALTY TRUST of 1995** – Continuation of a public hearing held on July 10 and July 24, 2007, for a proposed Site Plan to construct an 85-unit Senior Living Facility and related site improvements, Tax Map S17, Lot 16, located on Upper Mile Point Drive in the Shoreline and Route 3 South Districts. Application accepted July 10, 2007.
2. **MSS REALTY TRUST of 1995** – Continuation of a public hearing held on July 10 and July 24, 2007, for Architectural Design Review of a proposed 85-Unit Senior Living Facility, Tax Map S17, Lot 16, located on Upper Mile Point Drive in the Shoreline and Route 3 South Districts. Application accepted July 10, 2007.

Paul Fluet – The purpose of the meeting tonight is to give you an update. The ledge probes have all come back and the news was not very good. We hit ledge in the upper corner. We decided to raise the building 18” and pull the road in tighter so we weren’t out where the ledge was. This is what the site plan reflects. We didn’t move the building, we did changes internally. Not as many underground parking spaces as we wanted to have. There is a new road profile as a result of changing the road. I had a meeting today with the site specific people to discuss storm water treatment and options. We are going to try and sheet flow some of the water off the parking lot and collect it into a closed drainage system, which will run into a detention and treatment system. That is still in the early stages in terms of drainage design. We did a water report that documented the flows that we use at Golden View and transferred that into similar occupancy for the Meredith Bay Colony Club. We came up with about 7000 gallons per day. We had some peak reader readings that said the maximum day over a period of six weeks was 10,000 gallons per day. We are under the 14,000 but the sewer ordinance has a peak factor of 3.0. They take your average day, multiply by 3.0. If that is what we have to do, they are going to say our use is around 21,000 gallons per day. That is still in the discussion phase. We are still hoping to have town water. We still need to work out fire and domestic pumps and the pressure we need versus what the town pump station can deliver. I don’t think we will be making it, so we will be re-pumping the water in some fashion. Our plan is to have a final submittal around September 25, 2007 and meet the next Planning Board meeting. We have a site walk scheduled with John for next week and will chase out where the water comes off this site and where it goes. That’s the update so far. Vadney –The whole building is coming up, but the roof line is staying the same? Fluet – Yes. Sorell- When you say 18”, are you bringing the ground up 18” so the height stays the same? Fluet - We are raising the ground around the building 18’ and raising the basement up 18”. Edgar – I will check with Bill on that. Essentially, the finished grade is being raised. This was a good job of summarizing the two main issues that have been looked at. As Paul indicated, they are still refining the numbers and the rationale behind the peaking factors and using the data that has been submitted. As we have indicated, with respect to drainage, we have to look down stream. I have shared some ideas with Paul. The applicant has asked that Lou Caron do an initial review and his comments are on page 70 in your packet. The general layout and side roadway appear to be adequate. There are some grade issues that Paul has been made aware of. The flag is that we do not have drainage analysis. We would need this to move forward. Jim had submitted to me an email regarding some odds and ends. I suggest that Paul get a hold of that list and start working some of those considerations into the re-submittal. One of those was the parking summary. Jim indicated that the parking counts came from our regulations. In the first submittal there were just numbers, but didn’t show us how we got there. We don’t want to over or under build the parking. We need to gear up for unit cost estimates. We are working to resolve a strategy for storm water. Vadney – The report mentioned grassy swale and sheeting, are you looking at vortecnic? Fluet – I did start to look at some of that and decided against it, as I would have to have four or five of them. Vadney – That’s ok. I am not a great fan of them. Edgar – We have to look at the management of rate, volume, and treatment. We need to be mindful of easements needed for drainage with the use of the abutting property. Vadney – You’re estimating

your water supply at 7000 gallon a day? Fluet – No, that was the average. We took the water meter readings at Golden View everyday for 6 weeks and we hit a peak day of 10,500 gallons per day. That translates to about 100 gallons per day, per bed. The septic design guidelines have a line item for Nursing Homes and it is 100 gallons per day, per bed, but Meredith takes your average day and multiplies by 3.0. I consider that to be unrealistic. Vadney - I would have to agree with you. The town is saying the factor of 3.0 surge is based on the average? Fluet – Yes. Vadney – Where do they use this information and how do they apply it? Fluet – This is how they determine if you are allowed to connect. We may or may not be allowed to connect. Vadney – I think we need to get a handle on this. Edgar – I can ask the question and get a better answer of the whys and how of maximum demand. Vadney – We need to be knowledgeable on this if this becomes a standard policy. Edgar – You don't need to agree with Paul's numbers or disagree with Bob's numbers. That is not our prerogative. This is a water ordinance that has been adopted by the Selectmen. Kahn- I haven't heard a word about buffers. Another thing that troubles me is site stabilization. Is there any way this can be stabilized pending site stabilization/ excavation? Edgar – I have spoken to Paul about the buffer. If we are incorporating some buffer strips for storm water management, the question came up, can we get multiple benefit from the same buffer? Ben Sanders – The erosion control is already in place. For the buffer, John has a letter from the other lot owner that says they will give an easement for the buffer, including the easement for the water and the sewer. Edgar – I have spoken to Paul about a continuance to Oct. 9th. Vadney – Everyone is happy about the Architectural Design? If we don't have a need to go into the Architectural Design Review tonight, why don't we look for a continuation? Public Hearing closed at 7:45 PM

Finer moved, Sorell seconded, I MOVE THAT WE CONTINUE THIS HEARING TO OCTOBER 9, 2007. Voted unanimously.

1. **NDN 2005 REALTY TRUST AND NORTHVIEW DRIVE TRUST OF 1995 –** Proposed Site Plan Amendment to construct a 3,328 sq. ft. office building and associated site improvements, Tax Map S17, Lots 17D and 17E, located on Northview Drive in the Central Business District.
2. **NDN 2005 REALTY TRUST AND NORTHVIEW DRIVE TRUST OF 1995 –** Architectural Design Review of a proposed 3,328 sq. ft. office building, Tax Map S17, Lots 17D and 17E, located on Northview Drive in the Central Business District.

Dave Dolan – Tom Holly the contractor is here but the Architect is unable to make it. We were here a year ago for a Design Review. These properties are adjacent to each other. Lot 17D is undeveloped and Lot 17E has an existing office building with 61 parking spaces. This had Site Plan approval in 2001. There is a cell tower on the property with an easement around it for maintenance and access. The existing building is used for Financial Service companies. Close to 50 of the parking spaces are empty during the business hours. We are proposing to construct a building that is 52' x 64'. We are using an infiltration type of storm water retention system which is

located under the two proposed parking lots. The grading forced us to move the building forward and encroaches on the front setback. We received a variance for this. We also received a special exception to allow parking in the front setback. The existing property line will go away and will allow this parking to occur which will access the second floor of the building. The basement level of the building will be storage. Upper two levels are professional office space to accommodate expansion of Financial Resources. Most of the businesses in the building are out of state offices. Given that and the history of the site, as far as the use of their parking, we have shown a parking table for the project. There are a total of 81 parking spaces required on this site based on this use historically. Vadney – That's using historical data from the existing building and calculating it out for the new building? Dolan - Correct. We have come up with 84 spaces, 4 being handicap. Vadney - Where are the 84? Dolan – Dave pointed out to the Board on his plan where the spaces are. Vadney – What is the total parking requirement? What is there now, plus what you are adding? The existing building plus the new building, the town numbers would be 118. Dolan – Correct. Vadney – Your analysis based on history is 81? Edgar – The Site Plan shows 32 additional spaces in proximity to the new building. Vadney – If you just looked at the new building, how many parking spaces would that require? Dolan – 54 spaces. Edgar – This is a low impact office use that doesn't have a lot of customer contact. Dolan – We did submit a driveway application for the change in use and the reconfiguration of the parking, as well as the new driveway location. We will be talking to the Electric Co-Op for the best access. It will be overhead power. We are proposing to tie into Municipal Sewer. There is an existing well servicing the existing building and we are proposing to provide a separate well for the new building. It was suggested, that with the lighting, we might want to look at something more compatible with the final building design. Kahn- Are we talking medical offices? Dolan – No. Any waiver granted for reduction in parking has to reflect the type of use. Kahn – You wouldn't have a problem if you got a waiver if the waiver excluded dental and medical office? Dolan – Subject to the change of use. Vadney – If we just put in there professional office, a Doctor could say he is a professional. Edgar – That is not going to happen. The waiver is based on the use that they have presented. Edgar – The drainage is under review. I have suggested to Dave to flag what the operations and maintenance responsibilities are and make that part of a submittal. Public Hearing closed at 8:00 PM

Touhey – The riprap that surrounds the upper parking lot concerns me that the rainfall is going to speed right off onto the abutters land. Dolan – That is actually a depression. It is a retention area and ground water infiltrates through the bottom of that. Edgar – We should inspect the property. One part of the engineering report is to test pit the area where we are proposing infiltration. Dolan – I believe that is in the drainage report. Vadney – Anything for the Architectural Design? Dolan – I can't speak for that. We learned as we were walking in that the Architect cannot make it tonight. Edgar – We do have an elevation drawing. Elevation drawing was put up for the Board to view. It will be a hipped roof building with traditional double hung windows, charcoal roof, natural colored cedar siding vinyl, and off white windows with stone cultured facade on the exposed basement level.

Finer moved, Sorell seconded, I MOVE THAT WE CONTINUE THIS HEARING TO OCTOBER 23, 2007, SCHEDULE A SITE INSPECTION FOR SATURDAY, OCTOBER 13, 2007, AT 8:30 A.M. Voted unanimously.

Kahn – John and I were discussing clusters. I wrote a memo on this. Copies were passed out to the Board. It is not my idea that anything will be done with this memo tonight. It is just for people to start thinking about the subject. Edgar – We would like some feedback. We all have various levels of experience with cluster subdivisions in Meredith and we all have been somewhat tortured by the hearing process. This is an opportunity to capture things that work or don't. Before we start going into the drafting mode, it would be nice to know what your individual thoughts are. We need to provide better guidance and more assurances in a way that doesn't defeat the purpose of trying to encourage open space protection. We want something that is superior to conventional development. Vadney – We had a strong win on the sign ordinance. Whatever we do going forward to the public with zoning changes, we have to make it simple and clear. The name cluster itself has baggage and I would suggest a name change that is clean and positive. Kahn – I am not going to draft anything until we get the word that the Planning Board has said yes. That doesn't mean that you have signed off forever. What it means is, when you see it in writing, you can quibble about the writing but not the concept. Edgar – I agree with Lou. Vadney – Are there any other subjects we want to consider to bring forward. Edgar – Bill has asked me to share with you thoughts on a Town meeting vote to exempt islands from the statute instead of a case by case basis. Vadney – I think we should do that next year. It's one of those things that are hard to see why you have to do it anyway, so it may confuse people. Edgar – I will check with Bill and Tim to see if there is a pressing need to move that forward. Vadney – Should we look at the number of houses off a driveway? Edgar – That will be subdivision regulations. Maybe we should have a public meeting outside of the regular Planning Board schedule. Bayard – The CIP has had interesting discussion with the Selectmen as what we can and can't fit in terms of the amount of money. We are going to try and tighten that up. The Planning Board meeting on recommended CIP will be October 18th. Dever – Traffic on Dunkin (inaudible) Vadney – Getting worse? Edgar- I have copied to you the communication with DOT and the analysis that Dunkin had presented to the Planning Board to justify the degree of stacking. That is under review. Waiting to here from DOT. Touhey – I still have concerns with the removal of trees in wetlands and buffers. Edgar – The wetland ordinance needs to get reviewed. Permitted uses in wetlands and buffers were written in such a way to include agricultural and timbering as being perfectly fine. We need better information than what we have.

Plan signatures- Energy Savers Site Plan.

Respectfully submitted,

Christine Tivnan
Planning & Zoning Clerk
Planning/Zoning Department

The above Minutes were read and approved at a regular meeting of the Meredith Planning Board held on _____.

William Bayard, Secretary