

Members Present:

Christopher Beer, Chairman
Doug Knott
Janet Langdell
Susan Robinson

Staff:

Lincoln Daley, Comm. Dev. Director
Shirley Wilson, Recording Secretary
David Bosquet, Videographer

Excused:

Paul Amato
Tim Finan
Veeral Bharucha
Kevin Federico

MINUTES

Approval of minutes from the 1/24/17 meeting.

NEW BUSINESS

1. Gerard & Yvonne Ouellette and Patrick Boyle & Amber Pursel

Mossman Rd (Milford) – Map 57, Lot 7

Laurel Hill Rd (Hollis) – Map 45, Lot 18

Public Hearing for a lot line adjustment and minor subdivision that will create one (1) new lot in the Residence R District.

2. Hitchiner Manufacturing Company, Inc. – Elm St and Hitchiner Way – Map 13, Lot 6: Public

Hearing for a site plan to construct two additions; a 29,280SF partial two-story addition and a 2,250SF mechanical equipment room addition with associated site improvements.

Chairman Beer called the meeting to order at 6:30PM. He introduced the Board and staff and explained the ground rules for the public hearing.

MINUTES:

J. Langdell asked that Veeral Bharucha be added as present and then made a motion to approve the minutes of January 24, 2017, as amended. S. Robinson seconded. D. Knott abstained and all else in favor. Motion carried; 3-0-1.

NEW BUSINESS:

Gerard & Yvonne Ouellette and Patrick Boyle & Amber Pursel; Mossman Rd (Milford) – Map 57, Lot 7, Laurel Hill Rd (Hollis) – Map 45, Lot 18. Public Hearing for a lot line adjustment and minor subdivision that will create one (1) new lot in the Residence R District.

C. Beer read the notice of hearing and stated that the application was complete, per staff memo. J. Langdell made a motion to accept the application. S. Robinson seconded and all in favor; motion carried 4-0-0. J. Langdell made a motion that this application did not pose potential regional impact. D. Knott seconded and all in favor; motion carried 4-0-0. S. Wilson read the abutters list into the record.

Abutters present:

John Melone, Hollis
Michael Ciardelli, Milford
Manny Cardoza, Jr, Hollis

Chairman Beer recognized:
Christopher Guida, Fieldstone Land Consultants, PLLC
Patrick Boyle, Laurel Hill Rd

C. Guida presented plans dated 10/23/16 and explained that the proposed lot line adjustment was to add extra acreage to the Hollis parcel to create the minimum parcel size to meet Hollis zoning requirements for a backlot subdivision. There is no potential for the new Milford parcel to become a separate building lot and we have no objections to staff recommendations. We will meet the four (4) acre minimum and have more than 20ft of frontage for Hollis regulations. There are no wetlands and test pits for the septic area were done in Hollis.

Chairman Beer opened the meeting for public comment; there being none, the public portion of the meeting was closed.

L. Daley explained that the Assessor has a request, stemming from a larger policy issue we are facing involving the recordation of deeds, and we would like to encourage the applicant work with both Hollis and Milford Assessing Departments to ensure that the deeds are recorded and written documentation be provided. We are seeing a gradual trend where deeds of approved subdivisions are not being recorded in a timely manner. After a brief discussion it was decided that this be a condition of approval.

J. Langdell made a motion to grant approval of the application subject to the staff recommendations as listed on the Staff Memo dated 2/23/17:

1. The plans be revised in accordance with Staff recommendations per the Staff Memo dated February 23, 2017:
 - 1) The area labeled "Parcel-A" totaling .704 acre (30,688 SF) of the newly subdivided Map 45, Lot 18 located in Milford shall be renumbered as Map 57, Lot 7-1.
 - 2) Notes, #2 be revised by replacing the reference to "Parcel-A" with Map 57, Lot 7-1.
 - 3) A note added to the plan stating that prior to the signing of the plan, all monumentation shall be set and noted on the plan or a security be provided to the Town to cover the cost of monumentation.
2. The approval of the Lot Line Adjustment and Minor Subdivision Plan is contingent upon the approval by the Town of Hollis Planning Board. Changes/Amendments to the plan as a result of those proceedings shall be submitted to Milford Community Development for review and approval. Substantive changes may require the submittal of an amended plan to the Planning Board for approval.
3. The applicant work with the Assessing Office of Milford and Hollis regarding the recordation of deeds and that written documentation be submitted to the Milford Assessing Office detailing the book and page numbers of the recorded deeds.

D. Knott seconded and all in favor; motion carried 4-0-0.

Hitchiner Manufacturing Company, Inc. – Elm St and Hitchiner Way – Map 13, Lot 6: Public Hearing for a site plan to construct two additions; a 29,280SF partial two-story addition and a 2,250SF mechanical equipment room addition with associated site improvements.

C. Beer read the notice of hearing and stated that the application was complete, per staff memo. J. Langdell made a motion to accept the application. S. Robinson seconded and all in favor; motion carried 4-0-0. J. Langdell made a motion that this application did not pose potential regional impact. D. Knott seconded and all in favor; motion carried 4-0-0. S. Wilson read the abutters list into the record.

No abutters were present.

Chairman Beer recognized:
Earle Blatchford, Hayner/Swanson Inc.
Anthony Rodriguez, Hitchiner Manufacturing Company
Denis Mires, Project Architect

E. Blatchford presented plans dated 2/17/17 and reviewed the proposal. Since the presentation on 1/24/17, we've submitted applications to NH DES for the AoT permit and to Milford for the Stormwater Permit; both of which

are pending. The Souhegan River Local Advisory Council (SoRLAC) reviewed the plans and feel the condition of the river would be improved as a result of our proposed stormwater management improvements to the site. It was a favorable finding. We received two special exceptions from the Milford ZBA on 3/16/17 and the details are referenced on note #14. We addressed staff comments and have submitted revised plans accordingly.

Hitchiner has been operating on this site since the 1950's. The site has been developed to a greater extent than this in the past; today there is approximately four acres less of building and pavement than nine years ago. Three buildings have been demolished and the existing building was expanded. There are 240 parking spaces on lot 13/6 itself and 159 spaces on lot 13/11-1 through a long term lease with Suburban Propane. We've submitted a comprehensive analysis for campus wide parking for all the various uses, per the Board's request. There is more than adequate parking to support all of the uses today, as well as the expanded uses. He noted that all administration is actually in the main building but the former administration building is still shown in the calculations. There is approximately 417 current employees with the potential for 35-50 new employees spread out over three shifts.

We are proposing two building additions to the existing 97,800SF building on an 11 acre site in the Industrial District. A 29,300SF partial two story addition with high-bay manufacturing on the south side and a 2,250SF high-bay mechanical equipment room on the north end will be constructed. Both additions will fall within existing paved areas but the main addition will displace most of the parking, so we are proposing a new parking lot that will have six (6) less spaces to add in a few additional interior landscaped islands. The new 125 space parking area will be approximately 1.5 acres, but the net of additional impervious surface will be just under 1 acre. The exact information is in the stormwater plan but total impervious surface is around 5.5 acres with 51% open space.

We basically redesigned a new drainage system and enlarged the stormwater management area which will bring the existing system up to date. New LED lighting is being proposed and improvements to the landscaping will really enhance the aesthetics of the site. We will tie sewer and water into existing services and will a clean connection. Mechanical and sprinkler systems inside the building are still being worked out. This plan adds an overhead door with a 12' service drive on the west side, so we will be adding a curb cut. He then described the configuration of the existing curb cuts and stated that there will be no net increase in the number. We will contact DPW to obtain a driveway permit.

J. Langdell inquired if we have comments from the environmental coordinator regarding the drainage. L. Daley responded that there has been an ongoing email exchange between the applicant and the Environmental Coordinator to address all questions.

L. Daley inquired about opportunities to infiltrate water directly into the ground. E. Blatchford said that Ridge Mauck at NH DES was asked to see if they would support a waiver for stormwater infiltration practices. The answer was no because we don't have the required separation from the bottom of the practice to the seasonal high water table, so we've put in some subtle things. There is sheet runoff on pavement that will go into landscaped areas and we have put in some facilities for absorption, per the town's guidance, but they haven't really been formalized and we are not counting it in our calculations. He then reviewed the proposed drainage and the existing closed system. We will run both systems parallel and then do the switchover to the new system on a favorable day or two. That way we don't lose the functionality of the existing system during construction and it will eventually be abandoned. We haven't really changed the overall drainage patterns; we have just enhanced the system to mitigate the increase in impervious that we are proposing. We are also including deep sumps and gas traps for pre-treatment and the extended detention takes care of the rest.

D. Knott inquired about the use of chloride in winter parking lot maintenance. He stated, for full disclosure, that he is vice president of the Snow & Ice Management Association and explained that NH DES is trying to promote their Best Management Practices for the overall use of chlorides, particularly sodium chloride. Implementation of the practices help to reduce the overall use of chlorides and provide benefit to everyone in reducing liabilities for slips and falls. E. Blatchford replied that the Souhegan River Advisory Committee would have weighed in on any loading or runoff that gets to the river, but it was not mentioned. We have not had any discussion with Fred Elkind or DES on the matter. After a brief discussion, the Board encouraged the applicant to consider the Best

Management Practices for winter parking lot maintenance. J. Langdell added that maybe this is something the Board could discuss at a worksession.

J. Langdell inquired about the cluster of trees shown on the plan. E. Blatchford replied that we are anticipating some future development although we don't know what it's going to consist of at this time, so they are located accordingly. J. Langdell inquired if the proposed trees are native. D. Knott said no, but they are good choices. The types and sizes of the trees make sense. J. Langdell asked if demolition has been started. A. Rodriguez replied that we have obtained a permit from the town and demo is underway. We have since met with Captain Smedick and Tim Herlihy. A Rodriguez added that there will be a scheduled burn for the newly acquired property on Old Wilton Rd on March 11th.

D. Mires presented the plan dated 1/27/17 and reviewed the architectural.

Chairman Beer opened the meeting for public comment; there being none, the public portion of the meeting was closed.

J. Langdell read the staff recommendations.

D. Knott made a motion to grant conditional approval of the application.

1. Written confirmation of approvals for the AoT permit and local stormwater permit from NH DES and Town of Milford.
2. Resubmit final plans containing the updated NHDES AOT and Milford Stormwater Permit approval information found on Sheet 1, Note 15.
3. A driveway permit be obtained from DPW for the new curb cut on Hitchiner Way.

The applicant is encouraged to explore NH DES Best Management Practices regarding minimizing chloride use and winter parking lot maintenance.

S. Robinson seconded and all in favor; motion carried 4-0-0.

L. Daley noted that there is a thirty day appeal period and the applicant can proceed at their own risk.

OTHER BUSINESS:

3/7/17 Joint meeting with Planning Board and Conservation Commission; presentation for Brox gravel excavation project. The AoT permit application has already been submitted to the state, but the meeting will be an opportunity to comment on that project.

The meeting was adjourned at 7:25PM on a motion from D. Knott, seconded by S. Robinson and all in favor.

Motion to approve: D. Knott

Motion to second: J. Langdell

MINUTES OF THE 2/28/17 MEETING APPROVED ON MARCH 28, 2017