



# PLANNING BOARD MEETING MINUTES

Thursday November 3, 2016

Town Hall Meeting Room

6:30 p.m.

## Call to Order

Chair David Andreesen called the meeting to order

## Pledge of Allegiance

## Introduction of Board Members

*David Andreesen; Paul Boisvert; David Dow; Nichole Fecteau; Niles Schore;*

***Regular Board Member(s) Absent:***

*None*

***Alternate Members Present:***

*Sean Winston*

***Alternate Member Absent:***

*John England*

***Staff Members Present:***

*John Stoll, Town Planner, Joe Rousselle CEO*

## Public Comment

No public comment. *Chair closes public comment.*

## Approval of Minutes

- October 20<sup>th</sup>, 2016

**Motion:** Paul Boisvert motions to approve minutes as amended.

**Second:** Nichole Fecteau

**VOTED – 5-0 in favor**

## Motion Passed

In favor: David Andreesen; Paul Boisvert; David Dow; Nichole Fecteau; Niles Schore

Opposed: None

Abstain: None

## **Public Hearing**

- Proposed Major Subdivision, Site Plan, Conditional Use application. **Proposed Elderly Housing** – Portsmouth Housing Partnership
  - Tax Map U4, Lot 142 – 20 Wilson Street – Former Estabrook School
  - **Applicant Presentation**

Hershey Hirschkop introduces herself and The Housing Partnership. The Housing Partnership have developed over 400 units of housing. The proposed development is for 24 units of elderly housing, restricted to age 62 and above. The building will have a telemedicine room and laundry on site. There will be a partial second story added to make the project financial feasible. The funding comes from low-income tax credits.

Ben Brock of ATTAR Engineering discusses the changes to the plan since last meeting. The grading was changed to 1 foot contour. The draining structure was changed to match the storm water model.

*There was no public comment, chair closes Public hearing.*

## **Old Business**

- Proposed Major Subdivision, Site Plan, Conditional Use application. **Proposed Elderly Housing** – Portsmouth Housing Partnership
  - Tax Map U4, Lot 142 – 20 Wilson Street – Former Estabrook School
  - **Planning Dept. Presentation**

John Stoll proposes to the board that he reads through the performance standards and that the board stops him if there is a point of disagreement rather than voting on each performance standard.

Nichole Fecteau asks Hershey Hirschkop if the Housing Partnership plans to put up a sign, Ms. Hirschkop responds “we’ll put up something.” (rest inaudible)

Mr. Stoll states that the proposed project will meet all zoning ordinance requirements. The Planning Board voted the application complete on October 20<sup>th</sup>. Conditions of approval have been added to ensure compliance with all local concerns and regulations. Mr. Stoll says based on the facts: noise, air emissions, lighting, parking, traffic, erosion control, storage, water quality, standards have all been met. Mr. Stoll states that the storm water plan was changed and it now meets the standards.

Paul Boisvert states he would like to see the town retain an easement or right of way for 12’ pavement off of Logan Street. Mr. Boisvert suggests splitting the pavement in half.

Ms. Hirschkop says there shouldn’t be an issue with a side agreement for a right of way. For something that gets entered into a deed, Ms. Hirschkop would have to speak with their lawyer first.

Niles Schore suggested the Town keep the piece and grant the Housing Partnership the right of way. Ms. Hirschkop warns the Board about potential complications of maintenance and who would be responsible for it.

Ms. Fecteau mentions the site walk where Ms. Hirschkop mentioned having the right of way in the deed may make the funders “antsy.”

Ken Wood says there will be no change in peak water discharge. The added impervious service comes from parking.

Mr. Stoll reads the board the conditional use for access: The Housing Partnership will explore an easement on the Western side of the parcel and if that is not possible, an agreement will be made.

John Stoll states that the Elderly Housing project is in compliance with the Comprehensive Plan. Mr. Stoll says that vehicular access, parking and circulation, storm water plan, existing utilities, exterior lighting, municipal services, standards have been met. A conditional use for water use is that they will follow all requirements from Water Department. The applicants have sent 2 letters for Low Impact Design. Mr. Stoll states that pollution, impact on water supply, solid waste, financial capacity, standards have all been met.

Conditions of approval ---

1. Traffic Parking either a. Signed by Town Manger or b. Reworked plan that is approved by Berwick Police Department.

2 & 3. Fire Department approves accessibility & occupancy permit.

4. Approval from Water Department

5. Meet requirements of Sewer District

6. Escrow account with 1% of infrastructure cost.

7. Contingent upon voter approval.

8. Stone or concrete monuments will be placed to indicate property boundary.

9. Specific Use is Elderly Housing

10. Landscape buffer to screen parking lot from view

11. If easement not possible, the Housing Partnership will come up with an agreement for access off Logan Street.

**Motion:** Nichole Fecteau motions to approve findings of fact and conclusion of law and the conditions of approval.

**Second:** Paul Boisvert

**VOTED – 5-0 in favor**

**Motion Passed**

In favor: David Andreesen; Paul Boisvert; David Dow; Nichole Fecteau; Niles Schore

Opposed: None

Abstain: None

➤ **Final Approval Deliberation**

**Motion:** Paul Boisvert moves to approval conditional Use of approval Elderly Housing at Estabrook Parcel

**Second:** Nichole Fecteau

**VOTED – 5-0 in favor**

**Motion Passed**

In favor: David Andreesen; Paul Boisvert; David Dow; Nichole Fecteau; Niles Schore

Opposed: None

Abstain: None

**Motion:** Nichole Fecteau moves to approve site plan for the proposed Elderly Housing project.

**Second:** Niles Schore

**VOTED – 5-0 in favor**

**Motion Passed**

In favor: David Andreesen; Paul Boisvert; David Dow; Nichole Fecteau; Niles Schore

Opposed: None

Abstain: None

**Motion:** David Andreesen moves for approval of major subdivision for Elderly Housing.

**Second:** Nichole Fecteau

**VOTED – 5-0 in favor**

**Motion Passed**

In favor: David Andreesen; Paul Boisvert; David Dow; Nichole Fecteau; Niles Schore

Opposed: None

Abstain: None

**New Business**

**Information Items**

**Other**

**Public Comment**

Anne Smith of Hubbard Road shares her thought on the project, she applauds the planning board for the Envision committee and Selectman for welcoming the project to Town. Ms. Smith shares that she would like to see some units at Berwick Senior Housing reserved for some Berwick residents.

**Adjournment**

**Motion:** Nichole Fecteau made a motion to adjourn

**Second:** Paul Boisvert

**VOTED – 5-0 in favor**

**Motion Passed**

In favor: David Andreesen; Paul Boisvert; David Dow; Nichole Fecteau; Niles Schore

Opposed: None

Abstain: None

Minutes prepared by Planning Tech James Bellissimo, for consideration at the Berwick Planning Board's November 17, 2016.

Signed as Approved by the Board:

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