



TOWN OF  
NEW LONDON, NEW HAMPSHIRE

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**NEW LONDON PLANNING BOARD**

**July 24, 2018**

**Meeting Minutes**

**Whipple Hall, 25 Seamans Road**

**6:30 PM**

**PRESENT:** Paul Gorman (Chair), Janet Kidder, Tim Paradis, Jeremy Bonin, Bill Dietrich, Maryann McEnrue, Paul Vance, David Royle (Alt), Joseph Kubit

**MEMBERS ABSENT:** Elizabeth Meller

**OTHERS PRESENT:**

Adam Ricker, Town Planner

Doug Lyon, Chair of New London Hospital Board of Trustees

Wayne Morrill, Jones & Beach Engineering

Michael Black

1. **Call to Order** – Chair Gorman called the meeting to order at 6:30PM. Due to the absence of Elizabeth Meller, Joseph Kubit will be a voting member tonight.

2. **Review of minutes:** June 26, 2018 meeting.

**IT WAS MOVED (Jeremy Bonin) AND SECONDED (Joseph Kubit) to approve the minutes from the June 26, 2018 meeting. THE MINUTES WERE APPROVED.**

3. **Public Comment** - None

4. **Pearson, Edward.** Located at 396 Fieldstone Lane. Tax Map 106-016-000. Proposal to cut 17 trees. Property located in the following overlay districts: Streams Conservation Overlay District. Town received the application on June 3, 2018.

Edward Pearson attended the meeting and is the owner of the property. They are building a new home on the lot and would like to cut trees to open up the view. The points stay well above fifty even with the removal of the trees.

There is one tree that has fallen and is in the lake. They added this removal so the initial application was revised to include this.

**IT WAS MOVED (William Dietrich) AND SECONDED (Jeremy Bonin) to approve the proposal to cut 18 trees. THE MOTION WAS APPROVED UNANIMOUSLY.**

5. **Lot Merger Application.** Radeke, David & Rise. Located 583 Forest Acres Road. Tax Map(s) 119-021-000 (1.68 acres) zoned Residential (R-2) and 119-005-000 (0.6 acres) zoned Agricultural/Rural Residential (ARR). Town received the application on May 8, 2018.

David Radeke attended the meeting and is the owner of the property. In addition to the lot their home is located on, they own the lot across the street. The lot across the street will not be developed so they are hoping to simplify the taxes and combine into one lot so they only receive one tax bill.

**IT WAS MOVED (Jeremy Bonin) AND SECONDED (Tim Paradis) to accept the lot merger application as presented. THE MOTION WAS APPROVED UNANIMOUSLY.**

**6. Storm Water Management System.** Kinzler, Thomas & Carol. Located at 212 Poor Road. Tax Map 091-002-000. .56 +/- acres. Zoned Residential (R-2) and in the Shoreland Overlay District. The applicant is building a small addition to their home that will increase the impervious area by 0.1% to 27.08%. Town received the application on May 25, 2018.

**This application has been withdrawn.**

**7. PUBLIC HEARING Accessory Dwelling Unit** – Conditional Use Applications – Christopher Guimond Located at 910 Lakeshore Drive. Tax Map 064-016-000. 2.71 +/- acres. Zoned Residential (R-2) and in the Shoreland Overlay District. The applicant is applying to add a 919 square foot, 1- bedroom apartment to the second floor of the garage. The Town received the application on June 7, 2018.

David Guimond attended the meeting on behalf of his brother Christopher Guimond. The applicant is looking to add a room above the garage. It is a little over 900 square feet and is a one bedroom apartment. There will be a staircase from the apartment into the garage and then stairs that go from the garage into the primary dwelling. The door is located at the rear of the property.

The garage is connected to the house. The existing exterior is there but they would like to finish the accessory dwelling unit while the crews are onsite.

Joseph Kubit asked if they are required to have an outside entrance from the second floor. Adam Ricker stated the upstairs windows qualify as an egress. It's difficult to determine from the plans if the stairs have direct access to the exterior. Mr. Ricker suggested putting a condition on the approval to require a site visit with Chief Lyon to review life safety.

An abutter noted that it was unclear what is happening with the building structure. The original intent was that would remain unused space and now it is going to be an apartment. He asked if this would be a rental property. Mr. Guimond stated it is not intended to be a rental property.

**IT WAS MOVED (Jeremy Bonin) AND SECONDED (Janet Kidder) to approve the application for the addition subject to the condition that the applicant conduct a site visit with the Fire Chief to review egress and life safety code prior to occupancy. THE MOTION WAS APPROVED UNANIMOUSLY.**

**8. PUBLIC HEARING – Morgan Point, LLC.** – Final Site Plan Review Located at 12 Lovering Lane. Tax Map 084-059-000. .27 +/- acres. Zoned Commercial (COMM) The applicant is applying to amend their site plan to accommodate changes during construction. They include updating the lighting plan, a change in shape/layout of the fenced area adjacent to the Sparrow School, a change in the direction of the stairs out the rear entrance to the Sparrow School, updates to the landscape plan and screen and the addition of bollards in the parking lot. The Town received the application on June 11, 2018. Jeremy Bonin recused himself from this hearing. David Royle will be a voting member for this hearing.

Laurie Schive attended the meeting for a final site plan review.

In the front entry way there was an existing light but they added another for additional lighting. On the side part of the house there was originally a deck which was converted to a sitting area. There was one floodlight that was replaced with two smaller lights to add lighting the entry way. They added a motion detector floodlight near the trash dispenser for safety. The fenced in area that is required by the state for

the Sparrow School was changed. On the side of the barn they were approved for one sconce. At the recommendation of Chief Lyon, they added another door for an egress for safety and added another sconce. They added a patio but decreased the size to allow for more landscaping. The direction of the stairs was changed in the back due to landscaping and paving. The original plan called for landscaping removal but they ended up leaving it as is. Additional bollards were placed in the parking lot. Ms. Schive requested a waiver for the application fee for the amended site plan. They have already paid the fee twice. Marianne McEnrue asked why these changes had already been made prior to this review. Ms. Schive stated the changes made to lighting were done for safety issues and didn't realize they weren't on the original plan.

**IT WAS MOVED (Janet Kidder) AND SECONDED (Tim Paradis) to approve the final site plan review with the improvements made and to waive the application fee for the amended site plan. THE MOTION WAS APPROVED UNANIMOUSLY.**

**9. PUBLIC HEARING – Proudstone CORP** – Final Site Plan Review. Located at 195 Main Street. Tax Map 073-077-000. 1.0 +/- acres. Zoned Commercial (COMM). The applicant is applying to amend their site plan to the foot print of patios and walkways, add a pergola and install lighting. Additionally, the site plan includes additional landscaping and the installation of bollards to protect equipment and the propane tanks. The Town received the application on July 3, 2018.

Tom Chadwick of Proudstone Corporation attended the meeting. This is his third visit before the board and he is here for approval of final changes and improvements.

They would like to change the dimensions of the patio to be 24'X24'. On the previous site plan, the patio dimensions were 14'X32'. The square footage change is very small, more of just a dimensional change. He would also like to build a pergola over the patio.

He also discussed seating for hotel guests and would like clarification on this. Adam Ricker explained once a hotel guest orders food or drink; they are no longer considered a hotel guest and are now a restaurant guest.

A letter from Dan Wolfe was received regarding the expansion of seating. He asks how anyone would know if those seats are occupied by an Inn guest or by a restaurant patron. The occupancy on the original site plan was reduced because the parking requirement would not be met. This would be an impossible situation to monitor.

Mr. Chadwick is not asking for additional seating. He would like 16 chairs on the lawn for Inn guests if they would like to just sit outside without service from the restaurant. Chair Gorman feels this needs to be clarified for guests. This would be set apart from the patio and could be posted at the edge of the lawn area.

Janet Kidder asked if these seats would be open for the public as well. Mr. Chadwick would like them to be for hotel patrons only. Paying guests should have the priority.

The state will require a defined boundary with regards to the liquor license.

Chair Gorman stated there should be a clear differentiation between the patio area and the lawn area.

Jeremy Bonin suggested making it a condition that the restaurant does not serve outside of the patio area. A sign wouldn't be required.

Mr. Chadwick noted they will be planting annuals. They will also be installing bollards to protect propane tanks and equipment. In the front they will be planting annuals in front of the shed and will plant trees. They would like to build a wooden fence to block the hood system for the kitchen. They also installed two light posts for additional parking lot parking.

Perry Landry asked if any outside entertainment was planned for the patio. Mr. Chadwick stated they may want to a few times a year. He would need special approval to do this. Mr. Landry asked if any exterior speakers or lighting would be installed on the pergola. Mr. Chadwick stated they may install some small string lights. The lighting will be minimal but they haven't decided on that yet. The whole building is non-smoking except for one area in the back near the shed.

Chair Gorman reminded Mr. Chadwick that approval of these items needs to be done ahead of time and any changes need approval before they are done.

Janet Kidder asked when they are planning to open for business. Mr. Chadwick stated they are working hard and hope to get the health department review in the next few weeks. They will then need the town to do a walk through and meet with the liquor commission. He's hoping for the third week of August.

**IT WAS MOVED (Jeremy Bonin) AND SECONDED (Bill Dietrich) to approve the final site plan review with the following conditions:**

- a. **The only exterior seating allowed to serve liquor and/or food is the approved 24'X24' patio.**
- b. **Seating for Inn/Hotel guests shall not exceed 16 seats in the designated lawn area.**

**THE MOTION WAS APPROVED UNANIMOUSLY.**

**10. PUBLIC HEARING – Chapin, Hugh & Judith Trust** – Annexation Located at 223 Bunker Road and 267 Lamson Lane. Tax Map 062-007-000 and 062-016-000, 1.17 +/- acres and 9.76 +/- acres, respectively. Zoned Residential (R-2) The applicant is applying to annex 6.31 +/- acres from 062-016-000 to 062-007-000 resulting in two lots of 3.46 +/- acres and 7.48 +/- acres. The Town received the application on July 3, 2018.

Pierre Bedard attended the meeting to discuss the annexation at 223 Bunker Road and 267 Lamson Lane. Mr. Bedard is the surveyor involved in this project. These two properties are owned by the Chapin, Hugh & Judith Trust. The proposal is to annex the majority of the Bunker Road property to the lakefront property.

**IT WAS MOVED (Tim Paradis) AND SECONDED (Paul Vance) to approve the proposal as presented. THE MOTION WAS APPROVED UNANIMOUSLY.**

**11. PUBLIC HEARING – Canary Systems Inc** - Final Site Plan Review. Located at 5 Gould Road. Tax Map 084-080-000. .62 +/- acres. Zoned Commercial (COMM). Continuation of site plan review from June 26, 2018. The Applicant is applying to construct a 46x30 addition for garage & storage space. The Town received the application on June 5, 2018.

At the last meeting, there was an issue about storm water retention and additional water going into the storm drain at the bottom of Pleasant Street. At the conclusion of the last meeting, they hired Mark Moser. They are trying to capture the storm water that the increased impervious is going to create. Mr. Moser drew up a plan that shows the storm water retention. They have added two storm water retention trenches. Trench number 2 is meant to catch the water coming off the back side of the roof. Trench number 1 is in front of the property about five feet off of the pavement. This is to direct water into the catch basin on site. There is a plan to install a monitoring pipe to gauge how well the infiltration trenches are absorbing water. There is a contingency plan in place to redesign them if the trenches aren't absorbing the required amount of water in a 72 hour period.

They also included an erosion control plan.

Mr. Ricker had a meeting last week with department heads and there was a concern about heating fuel that had spilled many years ago on this property. Mr. Ricker spoke with DES and they are monitoring it but do consider it to be clean. It was tested yesterday.

**IT WAS MOVED (Janet Kidder) AND SECONDED (Jeremy Bonin) to approve the proposal as presented. THE MOTION WAS APPROVED UNANIMOUSLY.**

**12. PUBLIC HEARING – New London Hospital** – Final Subdivision Located at County Road and Parkside Road Tax Map 072-017-000. 50.08 +/- acres. Zoned Commercial (COMM) and Urban Residential (R-1). The applicant is applying to subdivide the property into two parcels of 6.69 +/- acres and 43.39 +/- acres. The Town received the application on July 3, 2018.

**13. PUBLIC HEARING – Continuum Development, LLC** – Final Site Plan Review and Subdivision for Planned Unit Development. Located at Country Road and Parkside Road Tax Map 072-017-000, 43.39 +/- acres. Zoned Urban Residential (R-1). The applicant proposes the development of a Retirement Care Community. The community would consist of a four-level building that contains both rental and condominium units. The rental units would include of 20 memory care units, 5 independent living units, 47 assisted living units and 26 independent living condominium units. Additionally, the development proposes 33 cottage style independent living condominiums. The plans include the construction of an internal road and sidewalk network for vehicles and pedestrians. The town received the application on July 3, 2018.

Wayne Morrill of Jones and Beach Engineer attended the meeting. They would like to review the subdivision and the final site plan review at the same time.

They were successful in obtaining a height variance last week for the large independent/assisted living facility building.

This property will be serviced by municipal water and sewer. A full drainage analysis has been done and there are a number of retention ponds. They have positioned the buildings around the wetlands to maximize the units but minimize the impact of the surrounding areas. They met with Lyon Brook prior to the Zoning Board meeting last week and are working on a Memorandum of Understanding related to drainage, lighting and landscaping. Final test pits will be done next week.

A full presentation including consultants will be given next time.

The part of the land that is to be subdivided is up in the corner. It is a commercial piece of land that the hospital would like to retain and has frontage on Newport Road.

The power lines run through this property.

Mr. Ricker asked if there was an estimate of the overall population of the campus. Mike Black doesn't have that information and will supply it at the next meeting.

For the crosswalk that was suggested on Parkside, they may want to incorporate the solar pedestrian beacons.

The water precinct and the sewer department encouraged a third party review to make sure there aren't issues.

Chair Gorman stated that the Public Health officer should have a clear understanding of what services will be demanded by the people living in these different levels of care.

How will this development impact the town's services and resources? Mr. Gorman feels there should be a discussion between Continuum and the Public Health Officer regarding this.

Chair Gorman clarified how many units there will be and reiterated that there needs to be a consideration of the impact on fire, police and employees of the town.

33 units will go through a subdivision process as they will be individually deeded and 6 units will be maintained by Continuum.

David Royle asked about nursing home care. Mike Black stated they are not providing nursing home care but the hospital will be a back-up. Staff will be trained for end of life care.

Jeremy Bonin asked if more than one variance was required. There was a variance was granted for the height of the building. A special exception is needed for the wetlands and they will go to the August 7, 2018 Zoning Board Meeting for that. Nicole Gage notified them that they do not need relief from the steep slopes issue. The steep slope that existed on the plan was man made and was not a naturally occurring steep slope.

Jeremy Bonin asked if a traffic study was still planned. Mr. Morrill stated the roadways meet the requirement for the road design. Guardrails are planned if there is a slope of more than seven feet. A full traffic analysis was provided. They will be bringing the traffic consultant at the next meeting.

Janet Kidder asked if all the buildings would have generators. Mr. Morrill stated that the main building would have a generator but the cottages will not. There are areas inside of the larger building that people could use in the event of a power outage.

There are several different areas for staff parking. They predict about 100 employees for 3 different shifts and there is sufficient parking to accommodate them.

The hospital would like to retain the 6 acre parcel in the event of future expansion.

Ray Deragon noted that when they did the traffic study they didn't include the traffic coming down Parkside Road to the Outing Club. He's unclear why they would do that. He also asked about the 6 acres on the opposite side of Parkside Road and he'd like to know what the plans are for that as this would also impact traffic. Mike Black stated they would have to speak with the traffic consultant as he is unsure. The consultant will attend the next meeting. For now, the plan for the land is to hold on to it.

Pat Deragon noted that she watched traffic one night and it is a busy road. Many people use this street to avoid the main street and the round- about.

Mr. Morrill noted they have done an extensive drainage analysis. This looks at the entire area of where the water goes and makes sure the culverts can handle the discharge. There should not be an increase in run off.

Phyllis Piotrow asked if there were any plans for solar or renewable energy in the project. Mr. Black stated at this time they don't have plans for solar or renewable energy.

Ms. Piotrow also asked the planning board if they thought it would be useful or advisable for the town to have a building inspector. Chair Gorman stated they will be engaging the Public Works department and will have an engineering review of the project. They will be involved to advise them on this project. The building inspector is an issue for the Selectmen and is a personnel issue. It is up to them to make that determination.

Celeste Cook asked if they were planning to put a sidewalk in that would go up to the hospital. Mr. Black stated they have an internal sidewalk. Chair Gorman commented there are many who feel there should

be a sidewalk that goes all the way down Parkside to County Road. Mr. Black stated that would be very expensive.

Nancy Marsh asked where plowed snow would be stored and where will the drainage from the plowed snow go. Mr. Morrill explained that on the site plan there are areas that are indicated for the snow storage. There is a large retention pond for the runoff of the snow.

The units can be bought and rented out until the owner is ready to use it.

Allison Trow addressed concerns about a stream and wetlands that are near her house. There is a culvert that has failed many times. She has built her own trench system to help take the water away from her house. Any more water would put her house in jeopardy. Chair Gorman asked her to put her concerns in writing and send them to Bob Harrington.

Currently the proposal for workforce housing is on hold.

Perry Landry asked who is eligible to purchase these units. Mr. Black stated it is an over 55 community. Anyone that meets the age requirement is eligible.

Mr. Landry also asked if in the purchase of the property for the project, is there an option for the six acres on the other side of Parkside. Mr. Black stated they do not.

The anticipated start date is dependent upon obtaining the proper approvals. It also depends on the time of year that the approvals have been obtained. Mr. Black stated it is usually 18 months after the start.

Mr. Bonin asked if all of the units will have sprinklers. Mr. Black stated they will be. Mr. Bonin stated that because these are commercial projects, so as far as life safety is concerned, the state fire marshal will be involved.

Adam Ricker noted that at the department head meeting, the water precinct and the sewer department both express support for the Board to vote this as a development of regional impact due to the Town of New London sharing these two infrastructures with neighboring communities. Surrounding towns will be notified that this is happening. These municipalities will get the same notice that abutters get so they can participate in the meetings. It also triggers each regional planning commission as a regional planning committee that is comprised of commissioners from 27 towns. They will meet and review plans to provide feedback for consideration.

**IT WAS MOVED (Jeremy Bonin) AND SECONDED (Tim Paradis) to designate this project as a development of regional impact. THE MOTION WAS APPROVED UNANIMOUSLY.**

Chair Gorman would like to engage engineers or a firm to work with the Planning Board, Public Works and other departments to review the proposals made by this development. This would be to advise and guide us with regards to what questions we should be asking.

The town would pay for this up front but then the town would submit invoices to the developer to be reimbursed. The water and sewer department feel strongly about working with Underwood as this is the engineering firm they used previously.

**IT WAS MOVED (Jeremy Bonin) AND SECONDED (Bill Dietrich) to retain Underwood Consultants for sewer capacity and water precinct impact, a second engineering firm for full site plan review, traffic, storm water management and any other site engineering issues that would arise. THE MOTION WAS APPROVED UNANIMOUSLY.**

Mr. Morrill estimated the engineering costs to be around \$5,000-\$6,000 each. Any proposals for services should be reviewed by the developer to ensure he is in agreement to pay.

Janet Kidder recommended that the Selectmen work out the terms with the developer. Chair Gorman stated that the Planning Board needs to tell the Board of Selectmen that this is what they need to do their work.

The motion was amended as follows:

**IT WAS MOVED (Paul Gorman) AND SECONDED (Jeremy Bonin) to retain Underwood Consultants for sewer capacity and water precinct impact, a second engineering firm for full site plan review, traffic, storm water management and any other site engineering issues that would arise. The Board of Selectmen and the Town Administrator will engage in the process of hiring engineering firms to work with the Planning Board and a member of the Planning board will be part of that selection process. THE MOTION WAS APPROVED UNANIMOUSLY.**

**IT WAS MOVED (Jeremy Bonin) AND SECONDED (Janet Kidder) to accept the application as complete. THE MOTION WAS APPROVED UNANIMOUSLY.**

**IT WAS MOVED (Bill Dietrich) AND SECONDED (Paul Vance) to accept subdivision application as complete. THE MOTION WAS APPROVED UNANIMOUSLY.**

**IT WAS MOVED (Jeremy Bonin) AND SECONDED (Bill Dietrich) to continue this public hearing until the next meeting on August 21, 2018. THE MOTION WAS APPROVED UNANIMOUSLY.**

#### 15. Other Business

Tim Paradis has submitted his resignation as the Planning Board representative for the Conservation Commission.

**IT WAS MOVED (Jeremy Bonin) AND SECONDED (Janet Kidder) to accept the resignation of Tim Paradis as the Planning Board representative on the Conservation Commission. THE MOTION WAS APPROVED UNANIMOUSLY.**

**IT WAS MOVED (Paul Vance) AND SECONDED (Jeremy Bonin) to name Joseph Kubit as the Planning Board representative to serve on the Conservation Commission. THE MOTION WAS APPROVED UNANIMOUSLY.**

14. CIP Update – a meeting will be held on Thursday at 8:30am.

15. Future Meeting Dates: The next meeting schedule for Tuesday, August 21, 2018.

#### 16. Motion to Adjourn

**IT WAS MOVED (Janet Kidder) AND SECONDED (Jeremy Bonin) to adjourn. THE MOTION WAS APPROVED UNANIMOUSLY.**

**The meeting was adjourned at 9:11 PM**

Respectfully submitted,

Trina Dawson  
Recording Secretary  
Town of New London