



TOWN OF NEW LONDON, NEW HAMPSHIRE

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PLANNING BOARD MEETING MINUTES December 27, 2011

MEMBERS PRESENT: Tom Cottrill (Chair), Tina Helm (Board of Selectmen's Representative), Jeff Hollinger (Vice-Chair), Deirdre Sheerr-Gross (Alternate), Emma Crane (Conservation Commission Representative), Michael McCrory (Upper Valley Regional Planning Commission)

MEMBERS ABSENT: John Tilley, Michael Doheny, Paul Gorman, Michele Holton

Chair Cottrill opened the meeting at 7:00pm. He asked Deirdre Sheerr-Gross to sit in for Michele Holton, who was absent.

Master Plan Public Hearing to Adopt the Plan

There were no comments or questions regarding the Master Plan.

IT WAS MOVED (Jeff Hollinger) AND SECONDED (Emma Crane) to approve and accept the Master Plan. THE MOTION WAS APPROVED UNANIMOUSLY.

Mr. McCrory was asked about the timeframe in which he would be able to create an executive summary of the Master Plan. Mr. McCrory asked that they wait until the beginning of the new year to discuss the timing of this document, as he had a lot of things to wrap up before year-end. The Planning Board agreed and Mr. McCrory exited the meeting.

Colby-Sawyer College – Site Plan Review – Ware Center Expansion (085-033-000)

Mr. Stanley said this was a conceptual at this point. He gave the floor to Mr. Steve Jesseman to explain the plans for the Ware Center Expansion.

Steve Jesseman and Nate Fogg from Jesseman Associates, and Doug Atkins (Colby Sawyer College) were present. Mr. Jesseman showed the plans for the expansion of the Ware Center. He explained the expansion of the building would occur on the "Seamans Road" side of the building which would overstep the current vehicle access roadway between parking lots F and L and to the current building. He said the College is trying to reduce traffic between the Center and the new dorms by limiting the passage of vehicles through it. Alternatively, they plan to construct a 12' wide walkway (road) that can be used only when students are moving in or out of the dorms, or in an emergency. The Ware Campus Center would increase in size by approximately 12,000 sf. Seating for dining will be increased from 330 to 750 seats. The two new plow-able walkways would be added to maintain pedestrian flow from the lower campus to the upper campus, allow emergency vehicle access, and keeping vehicles and vehicular traffic out of the middle of the campus, especially near the residential areas. Parking lots F and L will have their entrances and exits in the same locations.

Mr. Fogg explained that they will expand the loading area between Ware Campus Center and Best Hall by adding a small retaining wall. This will allow a turning radius for delivery trucks so they do not have to back up all the way from Seamans Road to the loading zone. He added that this project will include the addition of a generator to service both the Ware Campus Center and Best Hall.

Ms. Sheer-Gross asked about the difference in grades of this area. Mr. Fogg said there was about 12' between the two floors.

Mr. Fogg continued that they will add a "PIV" valve to the Ware Center water service to separate the fire flow from the domestic water flow. The new walkways will have infiltration along one side to infiltrate the runoff as close as possible to the source. There will also be an infiltration area between the Ware addition and Lawson Hall.

Mr. Fogg noted that during a Department Head meeting that afternoon, they discussed adding a fire lane along the walkway near Lawson Hall. This would allow one emergency vehicle to stop near the hall without restricting the passing of additional vehicles if necessary. They will also be adding a fire hydrant near the road in front of the Ware Campus Center. Mr. Fogg said that Chief Lyon would still need to review this plan to approve egress and other standards that need to be met.

Mr. Fogg added that they plan to use Parking Lot F for a staging area during the summer when only Gordon Research Conference is on campus. This summer they will also do the previously approved basement work in Burpee and Abbey Halls and will keep the construction trailers in that area, after obtaining the necessary permitting. Mr. Stanley said that the Planning Board has removed the site plan review requirement for the temporary arrangement for Abbey and Burpee Halls. They will be constructing the permanent arrangement this summer. Mr. Jesseman said that movable fencing will be used to keep pedestrians away from the construction areas. They are mapping out a sequence of construction to keep things accessible but also to keep people safe. There would be some student parking issues to resolve at a later date. Mr. Stanley suggested it would be useful for the college to communicate with Ms. Underwood at the hospital, as they have dealt with some part-time parking issues in the past. Mr. Atkins said they have some ideas that hoped could work.

Mr. Fogg said the general plan is to construct the new 12,000 square feet first and then move what needs to be moved to allow renovation within the existing structure. The dining level will be in the lowest level currently at Ware. There will be a two-foot drop to bring people down into the dining area.

Ms. Sheerr-Gross asked if the generator would test itself once per week. Mr. Jesseman said it would. They have a few other generators around campus and they have no problems with them now. One is diesel and two are propane.

Chair Cottrill asked if there were any problems with trucks delivering behind the building with exhaust or noise. Mr. Fogg found that deliveries take about 30-40 minutes and that the drivers turn the trucks off when they get there.

Mr. Stanley said that Chief Lyon noted that the College needs to start naming its roadways within the campus. Mr. Atkins said they plan to do this as a part of their college master plan. Mr. Stanley said that Chief Lyon also mentioned that code requires a 20' wide road although this one is only 12' wide and that this was okay with him, because the buildings will be totally sprinkled. Mr. Stanley said that the semi-permanent staging area isn't being maintained very well with erosion control measures. They plan to pay more attention to this and will be creating a place for temporary storage down by the tennis courts.

Mr. Stanley said that he and Richard Lee (Public Works Director) spoke before the meeting about this expansion and Mr. Lee wondered what would be happening with the kitchen. He wanted to make sure the grease traps remained in the same location.

Chair Cottrill asked if they served the same amount of students now as they would with a larger cafeteria. Mr. Atkins said yes, they have about 1200 students and will be better suited to serve the students they already have.

Mr. Stanley said that the College will come back in January for a preliminary site plan review and again in February with a final site plan review. He felt that the Planning Board had provided them guidance, which is what a conceptual plan is for. There was no vote needed at this time.

Kearsarge Presbyterian Church – Request to Waive Site Plan Review to install a 10' x 20' shed (022-019-000)

David Rhodes was there to represent the church. Mr. Rhodes indicated that they had submitted a building permit in early December to put up a 10' x 20' shed. Because the church is in residential area and they are not residential, they need a site plan review for any work to be done. They are applying for a waiver of a site plan review for the shed.

Mr. Stanley showed an aerial photo showing what the property looked like currently. He showed where the shed would be. It would be off the black top and would not take up any parking spaces. Mr. Stanley had no issue with this at all. The location meets the setbacks. Mr. Rhodes said the shed would be white with gray trim. It is built on 4' x 10' pressure-treated wood, and would be set on some concrete blocks, on top of the crushed stone.

IT WAS MOVED (Jeff Hollinger) AND SECONDED (Emma Crane) to waive the site plan review for the placement of a 10' x 20' shed for the Kearsarge Presbyterian Church, to be placed off the parking lot, based on the fact that it has no impact on parking, drainage or increased load on the site. THE MOTION WAS APPROVED UNANIMOUSLY.

Anna Clark – Tree Cutting Request (TM 091-009-000)

Mr. Stanley showed some photographs of the tree in question. It was shown to be dead and within the 50' buffer. He said it is a very well vegetated area and since the tree was dead, it contributed no point value to the section of property. There are many large pines on the site.

IT WAS MOVED (Deirdre Sheerr-Gross) AND SECONDED (Jeff Hollinger) to approve the tree-cutting request for Anna Clark at 091-009-000. THE MOTION WAS APPROVED UNANIMOUSLY.

Approval of Minutes

IT WAS MOVED (Jeff Hollinger) AND SECONDED (Tom Cottrill) to approve the minutes of October 25, 2011, as circulated. THE MOTION WAS APPROVED UNANIMOUSLY.

IT WAS MOVED (Deirdre Sheerr-Gross) AND SECONDED (Emma Crane) to approve the minutes of November 22, 2011, as circulated. THE MOTION WAS APPROVED UNANIMOUSLY.

IT WAS MOVED (Tina Helm) AND SECONDED (Emma Crane) to approve the minutes of December 13, 2011, as circulated. THE MOTION WAS APPROVED UNANIMOUSLY.

The next meetings would be held January 24th and February 28th.

IT WAS MOVED (Emma Crane) AND SECONDED (Tina Helm) to adjourn the meeting. THE MOTION WAS APPROVED UNANIMOUSLY.

The meeting adjourned at 8:01pm.

Respectfully submitted,

Kristy Heath, Recording Secretary
Town of New London