

TOWN OF JAFFREY
Jaffrey, New Hampshire
PLANNING BOARD
Meeting Minutes
March 15, 2016

Present: Chairman Kresge, Members, Deschenes, Despres, Devlin, Merrell and Selectmen's Representative MacIsaac

Absent: Member McKenzie

Staff: JoAnne Carr, Director of Planning and Economic Development

MEETING MINUTES APPROVAL

No Action

CALL TO ORDER

Chairman Kresge called the public hearing to order at 7:00 p.m. Notice of the public hearing was posted in the Town Office building, the Library; copies were sent to the Planning Board, the Conservation Commission, and the Board of Selectmen.

PRELIMINARY CONCEPTUAL

Heidi Bourgeois – Kitty Rescue and Adoption

They are hoping to purchase a parcel of land on Plantation Drive in the Drumlin Industrial Park. The proposed site consists of 2.79 acres and is down the road from the current location which they need to vacate by the end of the year. They would construct a 4,000 square foot building and there will be no changes to the operation or the impact. Ms. Bourgeois is aware that a special exception from the Zoning Board of Adjustment will be necessary to allow a "kennel" in the industrial district.

Ms. Carr pointed out to the board that the reason for coming in for a preliminary is to get concurrence from the board that this is an appropriate use for the parcel. It is an opportunity for the board to view the project and determine if there are any red flags. Ms. Bourgeois is scheduled with the ZBA for the special exception and it is her plan to submit an application to the Planning Board for the April meeting.

Chairman Kresge asked if the number of employees would increase. Ms. Bourgeois stated it would be the same number of volunteers, same number of cats and the proposed building will be the same square footage as what they are currently using.

Chairman Kresge asked Ms. Carr if the drainage flowed down to the Turnpike well. Ms. Carr replied that they are working with Heidi to pull together all the appropriate topography and drainage. Ms. Carr stated that the facility will be on town water and town sewer and asked how they dispose of the kitty waste. Ms. Bourgeois stated that they have a dumpster for the waste and it is taken away by Red's.

There are eleven parking spaces shown on the plan, Member Merrell asked if that was equal to what they currently have. Ms. Bourgeois stated that the current location has more than that however it is shared with the construction company. At the new facility volunteers will park behind the building leaving the front for visitors and potential adopters.

At this point the board did not see any red flags but there are still more details to uncover when an actual application is submitted.

Matt Saucier – Tyler Hill Rd. (Map 239 / Lot 248.4)

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Mr. Saucier is requesting a building permit for a single family home on Tyler Hill Rd. He has been before the Selectmen and is now before the Planning Board to educate them on his plan so that a letter of recommendation can be sent to the Select board. The engineering has been completed, septic design drawn up, documentation of topography is available and the lot has been cleared to enable test pits.

Chairman Kresge asked if it was a Class VI road or a private road. Member Deschenes stated that they are not sure at this point. Initial research shows that there was a town road that went through and was discontinued by town vote in 1843. The statute 674:41 refers to Class VI and private roads and the process is similar being a waiver of liability. When this subdivision originally happened the planning board issued a condition of approval that a maintenance agreement with the other users of the road be in place and this has been done. Member Deschenes visited the road and it is a paved portion of road, in good condition, although narrower than the town's specifications. This is the last buildable lot at this point so in order for an increase of another dwelling there would have to be another subdivision made. Chairman Kresge stated that Section III, Road Standards and Minor Subdivisions on Private Roads or Class VI Roads in Appendix A: Road Design Standards are the standards that will apply for this situation.

Ms. Carr stated they reviewed the minutes from the 1998 subdivision and it was recognized that the road would adhere to the standards of the time which were similar to today but less stringent. Is the subdivision vested and if so then it's protected against changes in zoning and subdivision regulations so the older regulations would apply.

Member MacIsaac asked how the town plows the public portion of Tyler Hill Rd. Member Deschenes stated that they turn around at the crest of the hill at the Wright property. There is no official turn-around. Member MacIsaac asked if today's road standards of having a turn-around and the road being a specific width were in place back then. Ms. Carr believes the road standards have always required a turn-around or a cul-du-sac. It appears there are a couple of issues and the status of the road (class VI or private) is one which needs to be resolved. This does not affect the board's recommendation on issuing a building permit. If it's private the maintenance falls back to the homeowner's. If it's class VI then permission from the town is needed to do work. Mr. Saucier asked if it's still up in the air as to the status of the road. Ms. Carr believes that to be true.

Member MacIsaac has visited the area and wonders if there is any safety concern. Specifically, is the private portion of the road wide enough for an emergency vehicle and is there a turn-around? Mr. Saucier stated that once the driveway is cut in the Fire Chief said he would visit and ensure that it was suitable for emergency vehicles. He does plan to make a circular driveway for his house which should help that situation. Ms. Carr pointed out that the reason Mr. Saucier is here is that he will be filing a waiver of municipal liability at the registry of deeds.

Chairman Kresge summarized there is a subdivision with a road in good shape that met the standards at the time of subdivision and it doesn't meet current standards for the number of residences on the road. Since the road layout was part of the original plat that was approved for subdivision then the performance standard is vested. On the basis of the vesting staff recommendation is to pass it along to the Selectmen with the planning board's blessing with the recommendation that public safety officials be consulted further as to whether something needs to happen at the end of the road and if any improvements do become required then the issue of Class VI vs private will come into play. Chairman Kresge will send a letter to the Selectmen.

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Keith Thibeault - Southwestern Community Services

SWCS was approached about the Saint Patrick's school building and asked if it would be of interest for their affordable housing program. Mr. Thibeault and the development team visited the school with the initial thought of utilizing the school however size was an issue. The number of apartments they typically aim for is in the 24-30 unit range. The school as it stands could potentially house nine units. It would not be economically feasible.

SWCS sees a need for senior housing in the area which prompted them to take a different look at the property. The proposal is to subdivide the property carving off the lower parking lot to make a parcel for the apartments. SWCS has been in conversation with the Diocese and they have been very receptive to the idea and are reviewing a proposed option agreement. A future subdivision may take place between the school and the stone house and it is the desire of the Diocese to retain the stone house. It would take SWCS about a year to pull together the funding and be ready to break ground. The project could be done on a relatively small footprint with one efficient three story, elevator assisted building and in fact many of their projects have been done on an acre or less of land. However, under the current ordinance the proposed building would need 2.4 acres of land and in order to do that with this parcel it would create a very oddly shaped lot extending out behind the school. In an effort to create a cleaner lot line they would propose a 1.8 acre lot making it necessary to receive a variance from the Zoning Board for the density.

Ms. Carr added that the frontage of the property is within the Main St. Program area which is designed to help relax lot sizes and setbacks. Mr. Thibeault displayed a sample of what the building/parcel layout may look like. There would be 24 units, each 650-700 square feet in a three story building. There will be primarily one bedroom units with a small selection of two or three bedrooms. On average 50% of the residents have vehicles and the apartments are fully independent, not assisted living, for those sixty-two and over. Consideration is given to make sure the design fits in with the neighborhood. In the end the project would be a \$5M project and they do pay property taxes. Ms. Carr added that the town does have design guidelines for the downtown area and the approaches to town.

APPLICATION ACCEPTANCE

No Action

PUBLIC HEARING – NEW

No Action

PUBLIC HEARING – CONTINUED

No Action

DECISIONS

OTHER BUSINESS

Master Plan update –

The one was done in 2007. The Transportation Chapter was updated in February and there is talk of updating the Visioning and Implementation section. Updates have been done piece meal versus one large