



## **TOWN OF WILTON PLANNING BOARD MEETING APPROVED MINUTES**

**DATE:** May 20, 2015  
**TIME:** 7:30 PM  
**PLACE:** Wilton Town Hall Courtroom

**PRESENT:** Wilton Planning Board Members: Chairman Alec MacMartin, , Neil Faiman, Matt Fish, Marcie Kearns, Sara Spittel, Tracey Ewing (Alt), NRPC Representative Camille Pattison, Secretary Sorrell Downing, Board of Selectman Representative Kermit Williams, Donna and Gregory Joas, Dawn Tuomala, Christopher Guida, Douglas Lang, Robert McKenney, Michael Hammer, Alison Meltzer, Cheryl Schaefer.

### **PUBLIC HEARING**

Chairman MacMartin opened the meeting at 7:30 PM.

#### **Review of Minutes from 04-15-15**

- **Page 1, Line 34, “is” and “to”**
- **Page 1, Line 36, “on the plan”**
- **Page 1, Line 37, change references to notes**
- **Page 2, Line 15, change references to notes**
- **Page 2, Line 16, “boundary line agreed upon”**
- **Page 2, Line 23, “proper 200’ frontage”**
- **Page 2, Line 36, “Selectmen”**
- **Page 2, Line 39, Wilton**
- **Page 3, Line 9, drill a new well**
- **Page 3, Line 16, “scarce” and “add” not all**
- **Page 3, Line 17, “for”**
- **Page 3, Line 21, “be”**
- **Page 3, Line 27, “in a proposed neighborhood”**
- **Page 3, Line 36, “F-2-2”**
- **Page 4, Line 25, “Selectmen”**
- **Page 4, Line 33, Mr. Williams**

- **Page 4, Line 39, Ms. Kearns**
- **Page 5, Line 24, “There is a Florida Towers”**
- **Page 6, Line 40, add ordinance**
- **Page 6, Line 42, change with to will and remove with after occupancy**
- **Page 7, Line 12, question to questioning**
- **Page 7, Line 24, change from April to May**

*A MOTION was made by Ms. Spittel and SECONDED by Ms. Kearns to approve the Minutes as amended.*

*Voting: 4 ayes, Mr. Fish abstained. Motion carried.*

#### **Review of Minutes from 05-06-15**

- **Page 1, Line 31, remove for**
- **Page 1, Line 40, add capital expenses**

*A MOTION was made by Ms. Spittel and SECONDED by Mr. Fish to approve the Minutes as amended.*

*Voting: 3 ayes, Ms. Kearns and Ms. Spittel abstained. Motion carried.*

#### **PB-SD15-0201 – Joas**

*An application by Donna S. Joas 1997 Trust to subdivide the parcel at 192 Wilson Road, Lot F-2, into a total of 5 single family residential lots. All lots will contain 5+ acres of land. The parcel is on Isaac Frye Highway, Wilson Road and Coburn Road.*

Ms. Kearns recused herself and moved to the audience.

Ms. Tuomala stated the following updates have been made:

- The proposed wells on F-2-4 and F-2-5 are more than 275’ from the road, behind stonewall on plan.
- The existing wells on F-2-2 and F-2-6 are labeled on plan.
- The “Hold Harmless” agreement and approval by the Town of Wilton Selectman has been received, signed and reviewed by Town Counsel.
- Mr. Faiman walked the bounds. An extra bound was found and is marked on the second sheet of the plan.

The Chairman asked for questions from the board and there were none.

The Chairman asked for questions from the audience and there were none.

The Chairman asked for further discussion and there was none.

The Chairman asked Ms. Pattison about the fees associated with case and there are none due by the applicant.

*A MOTION was made by Mr. Faiman and SECONDED by Mr. Williams to approve the subdivision of the parcel at 192 Wilson Road, Lot F-2, into a total of 5 single family residential lots.*

*Voting: 5 ayes, Ms. Ewing voting for Mr. Kandt, The motion carried unanimously*

- The fees for the Hillsborough County registry of Deeds were calculated.
- The necessary checks were written and given to Ms. Downing for submittal.
- The mylar was signed by Mr. MacMartin and Mr. Faiman and given to Ms. Downing for submittal to HCRD.
- The Notice of Decision will be written by Ms. Downing and posted.
- The applicant should receive a refund from NRPC escrow. Ms. Downing to process this paperwork when figures are received from Ms. Pattison.

**PB-SD15-0401 – Lang**

*The Town of Wilton Planning Board has received an application from Douglas Lang to relocate the driveway serving 722 Abbot Hill Road.*

Mr. Faiman recused himself and moved to the audience.

Mr. Guida introduced himself to the Board as a Certified Soil Scientist and a Certified Wetland Scientist representing Douglas Lang for the application to construct a private driveway 722 Abbot Hill Road (H-103-2) Mr. Lang currently has a shared driveway, which serves two houses (H-103-1 and H-103-2). Both parties are in favor of the driveway relocation.

- The proposed driveway will be mostly gravel with pavement at the 12% slope for maintenance purposes.
- Mr. Guida stated the driveway would be constructed during “low flow” conditions in the mid to late summer.
- A HDPE 24” (plastic) pipe be used instead of box culvert (concrete).
- Mr. Guida and Mr. Lang have already spoken to Wilton Conservation Commission. There are no endangered species in the area to be disturbed.
- The Wilton ZBA has granted a special exception to cross a wetland.
- The applicant has a signed driveway permit.
- The NHDES Wetland permit is pending approval.
- The P.E. Stamp is added per Ms. Pattison request.

Mr. MacMartin questioned the 12% slope toward the house and it was concluded it is within the requirements. Mr. MacMartin questioned the reverse 2% slope where driveway meets road and it is inaccurately depicted on the plan.

Mr. Guida will correct the driveway/road connection slope on the plan. Mr. MacMartin asked Mr. Guida to return to Planning Board when NHDES wetlands approval is received, and bring the Mylar for signing.

### **Provost Trust**

Mike Hammer from Meridian Land Services and Robert McKenney from McKenney Law Offices discussed the previously approved 13 lot subdivision on Cramb Hill Road (B-14) and the desire to change to a 5 lot subdivision. This originally complex project is now being simplified due to the more sluggish economy.

- There is less impact to wetlands and two roads will not be constructed.
- The five lots will be larger, 10-16 acres. Some tree clearing has already been done. Most lots will have some current use status
- The homes will be homes of approximately 3500 square feet.
- There will be two shared driveways and one individual driveway. This is a preliminary stage and the applicant would be happy to consult with building inspector and road agent for the best locations for driveways, especially Lot #1.
- All the necessary permits have been extended

The property consists of 61 acres in Wilton and 9 acres in Lyndeborough. This poses the need for a joint meeting with Lyndeborough. Mr. MacMartin stated the Wilton Planning Board needs a plan which meets our acceptance criteria. Then we can schedule the joint meeting. Each board has a separate review process. The applicant plans to meet with the Lyndeborough Planning Board, May 21, 2015 and at this point, the applicant can learn what is required by Lyndeborough so both Wilton and Lyndeborough requirements can be incorporated into one plan. Wilton has a NRPC review process which happens outside of meetings whereas Lyndeborough does their own review during meetings. It was suggested after consulting the Meeting Schedule and Application Deadlines, that;

- Lyndeborough Planning Board May 21, 2015
- Lyndeborough Planning Board June 18, 2015
- Wilton Planning Board (Work Session) July 1, 2015
- JOINT Meeting Wilton/Lyndeborough (In Wilton) at 7:00 PM (early)

### **Roam Café Deck**

Alison Meltzer from Scully Architects and Cheryl Schaefer owner of Roam Café presented a design for a deck overlooking the river and the trestle bridge off the back of the current building. Ms. Schaefer believes this is important to draw people to her restaurant, as other towns that offer this type of atmosphere seem to be thriving while her business is struggling.

- The deck would be slightly larger than the deck that had previously existed and the proposed deck will have a slightly slanted shape to allow for a more esthetically pleasing view of the bridge.
- The deck will only have access from inside the restaurant.
- The deck will allow for Roam to compete with neighboring towns who offer outdoor seating.
- A deck will also increase the seating capacity.

- The deck will have a place for musicians to perform.
- Future conceptual plans include an outdoor bar, roof, screens and solar panels.

Ms. Schaefer would like an expedited process for permission to build the deck for her timeframe for construction is immediate. Ms. Schaefer to work with Ms. Meltzer and Ms. Tuomala to submit an application. Ms. Downing and Ms. Pattison to process as quickly as possible.

Mr. Fish departed at 9:25 PM.

### **By-Laws**

The By-Laws from 1991 were distributed. The necessary updates will be discussed at a future meeting.

### **OEP Meeting - Payment of Secretary**

Mr. MacMartin asked the board if the Planning Board Secretary was paid for the time spent at the OEP meeting each May. The board agreed the secretary would be paid.

### **NRPC Mileage – Calculations**

Ms. Pattison asked about how to split the mileage for each case on the NRPC bill. It was agreed upon that she would use her discretion and bill applicants pro rata in accordance with time spent at the meeting on each case. NRPC mileage will be split based on number of applicants in attendance of meeting for their cases as well.

### **NRPC Brochure/Office Hours**

The NRPC brochure will be discussed at a future meeting. Ms. Pattison will begin her office hours at the Wilton Town Hall beginning in June. She will work from 10-2 on the 1<sup>st</sup> and 3<sup>rd</sup> Monday of each month. This announcement has been published on the Town Website. Ms. Spittel noted that the presence of the NRPC representative would make the Planning Board more stable as board membership changes.

*A MOTION was made by Ms. Ewing and SECONDED by Mr. Williams to adjourn the meeting.*

*Voting: 5 ayes. Motion carried unanimously*

Chairman MacMartin declared the meeting adjourned at 9:50 PM.

Respectfully Submitted,  
Sorrell Downing  
Secretary