

**Pembroke Planning Board
Meeting Minutes
(Approved August 24, 2021)
July 27, 2021**

MEMBERS PRESENT: Brian Seaworth, Chairman; Robert Bourque, Vice Chairman; Ann Bond, Selectman's Rep., Kathy Cruson, Brent Edmonds, Kevin Foss, Clint Hanson

ALTERNATES PRESENT:

MEMBERS EXCUSED: **STAFF PRESENT:** Carolyn Cronin, Town Planner; Susan Gifford, Recording Secretary

Chairman Seaworth called the meeting to order at 6:30 pm. The meeting was held in person at town hall. Seven members were present.

New Business

- 1. Major Site Plan Application #21-104, Timothy Bernier, T.F. Bernier, Inc. acting as Applicant on behalf of Larson Realty, LLC, owner of Tax Map 559, Lot 12-2 located at 798 Silver Hills Drive in the Commercial/Light Industrial (C1) Zone and the Aquifer Conservation (AC) and Wetlands Protection (WP) Districts.**

The Applicant proposes to construct a 2,500 SF addition, realign the service driveway, and add 4 parking spaces.

➤ **Special Use Permit Application SUP-AC #21-306**

The Applicant requests a Special Use Permit in accordance with Article 143-68.E., Aquifer Conservation District, for construction over the aquifer.

Planner Cronin provided an overview of the Major Site Plan. The applicant proposes to construct a 2,500 SF addition to the building. The increase in square footage necessitates an increase in parking spaces according to the Zoning Ordinance, so 4 additional parking spaces are proposed to meet the parking requirements.

The project was reviewed through NHDES AOT when the lots were subdivided. A notification was sent to AOT to review the changes to the site.

The applicant notified City of Concord because the application is in Concord's aquifer. The Board should discuss whether the project could be considered a Development of Regional Impact. A TRC meeting was held on July 27, 2021. There were no significant concerns.

MOTION: Vice Chairman Bourque moved to grant the waiver requests:

Part A – Items: L, P, and Q

Part B - Items: B.(2), B.(3), B.(7), B.(10), B.(11), and B.(16)

Part C – Items: B and C

as requested by the applicant. Seconded by Member Cruson.

VOTE: B. Seaworth – Yes K. Foss – Yes A. Bond - Yes
B. Edmonds - Yes R. Bourque – Yes K. Cruson – Yes
C. Hanson - Yes

MOTION TO GRANT THE WAIVER REQUESTS AS LISTED ABOVE PASSED ON A 7-0 VOTE.

MOTION: Vice Chairman Bourque moved to accept the application as complete.
Seconded by Member Foss.

VOTE: B. Seaworth – Yes K. Foss – Yes A. Bond - Yes
B. Edmonds - Yes R. Bourque – Yes K. Cruson – Yes
C. Hanson - Yes

MOTION TO ACCEPT THE APPLICATION AS COMPLETE PASSED ON A 7-0 VOTE.

Vice Chairman Bourque noted that the CNHRPC comments mentioned four items for consideration. One of them is the transportation issue. Planner Cronin noted that at TRC the company said they were moving some employee to another location. There would be the same number of vehicle trips or fewer.

MOTION: Vice Chairman Bourque made a motion to determine that the application is not a Development of Regional Impact. Seconded by Selectmen's Rep Bond.

VOTE: B. Seaworth – Yes K. Foss – Yes A. Bond - Yes
B. Edmonds - Yes R. Bourque – Yes K. Cruson – Yes
C. Hanson - Yes

MOTION THAT THE APPLICATION IS NOT A DEVELOPMENT OF REGIONAL IMPACT PASSED ON A 7-0 VOTE.

At 6:40 p.m. Chairman Seaworth opened the public hearing on Major Site Plan Application #21-104.

Tim Bernier noted that Soake Pools has 4,000 square feet of manufacturing space and is looking to add 2,500 square feet of manufacturing on the other side of the building. New employee parking is needed along with the addition. Tim Bernier made a correction to the traffic estimate. Over the past three years, and with the new addition, traffic counts will change. Soake Pools is moving the office space and employees to another location. Day to day traffic will be more than three years ago, but less than Dennison Cabinetry. Tim Bernier met with the City of Concord Planner and Engineer who had no issues. An Assistant Engineer called him with questions and did review the plan.

Traffic will be seven employees, some full-time, some contractors like plumbing and electrical. Soake Pools thought the business would be seasonal, but business is year-round. Tim Bernier described a correction to vehicle trips. Delivery trucks will be 4 trips per day and cars with 4-6 passengers will be 10 trips per day. Tim Bernier will make this correction on the plans.

Tim Bernier noted that when Silver Hills Drive was built ten years ago, he designed all the drainage facilities for the industrial park, including two large retention ponds. NH DES requires that a notification be sent to them on a plan of 100,000 square feet. This plan is just 4,000 square feet. Tim Bernier said he is required to submit an amendment to the AOT permit every time something on the site changes. This allows NH DES to keep track of the original design, so it does not exceed the amount of space allowed on the permit. The site is in the aquifer protection district. Temporary storage occurs outside. Manufacturing processes inside are done with concrete pools and tile.

Chairman Seaworth noted that at TRC it was noted that number of employees would be reduced. Tim Bernier explained that septic design for commercial use is based on 300 gallons per day, which is enough for 15 employees. The number of employees will be seven with the addition. Revised trip numbers will be put on the plan. Vice Chairman Bourque asked if more electrical power is needed. The addition will use existing electric service.

Stanley Grimes Jr, Buck Street, stated I urge the Planning Board to approve the proposal if it meets all requirements.

Planner Cronin read the suggested draft conditions. These were provided to the applicant and applicant agrees with conditions. Planner Cronin suggested condition #8 would be "submit revised plans that update the number of weekly vehicle trips."

There being no further input Chairman Seaworth closed the public hearing at 6:53 p.m. for tonight. Chairman Seaworth noted that if this application is not completed tonight, the application and its public hearing will be continued to a future meeting and not renoticed.

MOTION: Vice Chairman Bourque moved to approve Special Use Permit SUP-AC #21-306 conditionally until Major Site Plan #21-104 has received final approval, at which time the Special Use Permit becomes final for as long as the plan is approved. If at any time the plan is revoked or final approval is not received, the Special Use Permit becomes invalid. Seconded by Member Hanson.

VOTE: B. Seaworth – Yes K. Foss – Yes C. Hanson - Yes
B. Edmonds - Yes R. Bourque – Yes K. Cruson – Yes
A. Bond - Yes

MOTION TO APPROVE SUP-AC #21-306 CONDITIONALLY PASSED ON A 7-0 VOTE.

MOTION: Vice Chairman Bourque moved to approve Major Site Plan Application #21-104 with the following conditions:

1. All waivers and the date granted shall be listed on the plan.
2. All conditions of approval shall be listed on the plan.
3. The original signatures of all property owners shall be provided on the final plan.
4. The Site Plan Review and Special Use Permit Notices of Decision are to be recorded at the Merrimack County Registry of Deeds and recording fees paid to Town of Pembroke.
5. Any and all comments from NHDES AOT shall be addressed.
6. Building permits are required.
7. The site plan will not be considered as receiving final approval until all conditions of approval are met.
8. Prior to signature, the plans shall be revised to update the number of weekly vehicle trips.

Seconded by Member Foss.

VOTE: B. Seaworth – Yes K. Foss – Yes C. Hanson - Yes
B. Edmonds - Yes R. Bourque – Yes K. Cruson – Yes

A. Bond - Yes

MOTION TO APPROVE MAJOR SITE PLAN APPLICATION #21-104 WITH CONDITIONS LISTED PASSED ON A 7-0 VOTE.

1. ALL WAIVERS AND THE DATE GRANTED SHALL BE LISTED ON THE PLAN.
2. ALL CONDITIONS OF APPROVAL SHALL BE LISTED ON THE PLAN.
3. THE ORIGINAL SIGNATURES OF ALL PROPERTY OWNERS SHALL BE PROVIDED ON THE FINAL PLAN.
4. THE SITE PLAN REVIEW AND SPECIAL USE PERMIT NOTICES OF DECISION ARE TO BE RECORDED AT THE MERRIMACK COUNTY REGISTRY OF DEEDS AND RECORDING FEES PAID TO TOWN OF PEMBROKE.
5. ANY AND ALL COMMENTS FROM NHDES AOT SHALL BE ADDRESSED.
6. BUILDING PERMITS ARE REQUIRED.
7. THE SITE PLAN WILL NOT BE CONSIDERED AS RECEIVING FINAL APPROVAL UNTIL ALL CONDITIONS OF APPROVAL ARE MET.
8. PRIOR TO SIGNATURE, THE PLANS SHALL BE REVISED TO UPDATE THE NUMBER OF WEEKLY VEHICLE TRIPS.

2. **Minor Subdivision Application #21-05, Timothy Bernier, T.F. Bernier, Inc. acting as Applicant on behalf of Marc D. Chronis, owner of Tax Map 935, Lot 17 located at 801 Plausawa Hill Road in the Rural/Agricultural Residential (R3) Zone and the Wetlands Protection (WP) District.**

The Applicant proposes to subdivide the lot into 3 residential lots to be served by onsite well and septic.

Planner Cronin provided an overview of the Minor Subdivision application.

The Applicant proposes to subdivide the parcel into 3 lots to be served by on-site septic and private well. This parcel has an existing single-family home. Two new lots are proposed with frontage on Plausawa Hill Road. A TRC meeting was held on July 13th.

There were no concerns. A copy of the plan was sent to the Superintendent of Schools. The Town Engineer has no concerns. NH Natural Heritage Bureau has no concerns

The waiver request for lot lines, topography, soils survey, and existing conditions are reasonable as they are partial waivers, and the checklist items are shown in the project area on the plan. The rest of the waiver requests are appropriate since they are not applicable to the plan. There are no outstanding issues with the plan. Selectmen's Rep Bond asked about boundary lines on Lot 17. Planner Cronin noted Lot 17 is the parent lot and boundaries are only shown at the project area of the subdivision.

MOTION: Vice Chairman Bourque moved to grant the waiver requests for checklist items Part A – Items C, G, I, J, M, N, Q, R, and U as requested by the applicant. Seconded by Selectmen's Rep Bond.

VOTE: B. Seaworth – Yes K. Foss – Yes A. Bond - Yes
B. Edmonds - Yes R. Bourque – Yes K. Cruson – Yes
C. Hanson - Yes

MOTION TO GRANT THE WAIVER REQUESTS AS LISTED ABOVE PASSED ON A 7-0 VOTE.

MOTION: Vice Chairman Bourque moved to accept the application as complete.
Seconded by Member Foss.

VOTE: B. Seaworth – Yes K. Foss – Yes A. Bond - Yes
B. Edmonds - Yes R. Bourque – Yes K. Cruson – Yes
C. Hanson - Yes

MOTION TO ACCEPT THE APPLICATION AS COMPLETE PASSED ON A 7-0 VOTE.

At 6:58 p.m. Chairman Seaworth opened the public hearing on Minor Subdivision Application #21-05.

Tim Bernier explained that Marc Chronis has two daughters. One daughter is ready to build a house. The lot is 63 acres, with an existing house near the Chichester town line. We have surveyed all of the frontage. The remainder after the subdivision will be 57 acres. Topographic views of the lots are provided as well. We surveyed the entirety of the new lots. Test pits came out well. Lot 17-1 is 2.693 acres and Lot 17-2 is 2.192 acres with 278.15 feet of frontage. Both lots exceed contiguous buildable area required. State subdivision approval is outstanding.

Stanley Grimes Jr, Buck Street, stated I urge the Planning Board to approve the proposal if it meets all requirements.

Planner Cronin read the suggested draft conditions. These were provided to the applicant and applicant agrees with conditions. Planner Cronin stated that we should strike “and the Special Use Permit Notice of Decision” in #4 as there is no special use permit in this case. We also need to add condition #9 “State subdivision approval is required.”

There being no further input Chairman Seaworth closed the public hearing at 7:05 p.m. for tonight. Chairman Seaworth noted that if this application is not completed tonight, the application and its public hearing will be continued to a future meeting and not renoticed.

MOTION: Vice Chairman Bourque moved to approve Minor Subdivision Plan Application #21-05 with the following conditions:

1. All waivers and the date granted shall be listed on the plan.
2. All conditions of approval shall be listed on the plan.
3. The original signatures of all property owners shall be provided on the final plan.
4. The final plan shall be recorded at the Merrimack County Registry of Deeds. LCHIP check to accompany the final plan.
5. All recording fees shall be paid to Town of Pembroke.
6. Town Driveway Permits are required.
7. Prior to occupancy, house number location and style shall be satisfactory to emergency services.
8. The plan will not be considered as receiving final approval until all conditions of approval are met.
9. State subdivision approval is required.

Seconded by Member Foss.

VOTE: B. Seaworth – Yes K. Foss – Yes C. Hanson - Yes
B. Edmonds - Yes R. Bourque – Yes K. Cruson – Yes
A. Bond - Yes

MOTION TO APPROVE MINOR SUBDIVISION PLAN APPLICATION #21-104 WITH CONDITIONS LISTED PASSED ON A 7-0 VOTE.

- 1. ALL WAIVERS AND THE DATE GRANTED SHALL BE LISTED ON THE PLAN.**
- 2. ALL CONDITIONS OF APPROVAL SHALL BE LISTED ON THE PLAN.**
- 3. THE ORIGINAL SIGNATURES OF ALL PROPERTY OWNERS SHALL BE PROVIDED ON THE FINAL PLAN.**
- 4. THE FINAL PLAN SHALL BE RECORDED AT THE MERRIMACK COUNTY REGISTRY OF DEEDS. LCHIP CHECK TO ACCOMPANY THE FINAL PLAN.**
- 5. ALL RECORDING FEES SHALL BE PAID TO TOWN OF PEMBROKE.**
- 6. TOWN DRIVEWAY PERMITS ARE REQUIRED.**
- 7. PRIOR TO OCCUPANCY, HOUSE NUMBER LOCATION AND STYLE SHALL BE SATISFACTORY TO EMERGENCY SERVICES.**
- 8. THE PLAN WILL NOT BE CONSIDERED AS RECEIVING FINAL APPROVAL UNTIL ALL CONDITIONS OF APPROVAL ARE MET.**
- 9. STATE SUBDIVISION APPROVAL IS REQUIRED.**

Vice Chairman Bourque recused himself from the Planning Board for consideration of Minor Subdivision Application #21-06 because he is an abutter.

- 3. Minor Subdivision Application #21-06, Timothy Bernier, T.F. Bernier, Inc. acting as Applicant on behalf of Strategic Contracting Co., LLC, owner of Tax Map 941, Lot 10 located at 409-415 Buck Street in the Medium Density - Residential (R1) Zone and the Aquifer Conservation (AC), Wetlands Protection (WP), Floodplain Development (FD), and Shoreland Protection (SP) Districts.**

The Applicant proposes to subdivide the lot into 2 residential lots to be served by municipal water and private onsite septic.

➤ **Special Use Permit Application SUP-AC #21-307**

The Applicant requests a Special Use Permit in accordance with Article 143-68.E., Aquifer Conservation District, for residential use over the aquifer.

Planner Cronin provided an overview of the application. The Applicant proposes to subdivide the parcel into 2 lots to be served by on-site septic and public water. The parcel has an existing single-family home, which is currently under construction. One new lot is proposed with frontage on Buck Street. The project requires a NHDOT Driveway Permit because it is on a state road.

A TRC meeting was held on July 13th. There were no concerns. A copy of the plan was sent to the Superintendent of Schools. The Town Engineer has no concerns. NH Natural Heritage Bureau has no concerns

MOTION: Member Foss moved to grant the waiver requests for checklist items Part A – Items C, M, N, Q, R, and U as requested by the applicant. Seconded by Member Edmonds.

VOTE: B. Seaworth – Yes K. Foss – Yes A. Bond - Yes
B. Edmonds - Yes C. Hanson– Yes K. Cruson – Yes

MOTION TO GRANT THE WAIVER REQUESTS AS LISTED ABOVE PASSED ON A 6-0 VOTE.

MOTION: Member Foss moved to accept the application as complete. Seconded by Member Edmunds.

VOTE: B. Seaworth – Yes K. Foss – Yes A. Bond - Yes
B. Edmunds - Yes C. Hanson– Yes K. Cruson – Yes

MOTION TO ACCEPT THE APPLICATION AS COMPLETE PASSED ON A 7-0 VOTE.

At 7:12 p.m. Chairman Seaworth opened the public hearing on Minor Subdivision Application #21-06. Please state your name and address for the record and direct all questions to me the Chairman.

Tim Bernier noted the largest lot is 23.4 acres and it goes back to the Suncook River. There is a significant wetland system on the lot. Tim Bernier showed the drainage path on a plan displayed on an easel. There is a house under construction that has a building permit. The proposed 17.2-acre lot is flat and sandy and will go with the house being built. Tim Bernier showed the building envelope for the second lot up toward the road. Minimum lot frontage is given to the larger lot in back. The remaining frontage 750 feet, where 150 feet is required, is given to the house closer to the road. This makes it a wider lot. Both lots are well over five acres. There is a 250-foot shoreland setback and 100-year floodplain that hold together. Member Edmunds asked Tim Bernier to verify sight distance is good for the driveway permit. Yes, the land is flat, sight distance is good, and a driveway permit application has been submitted to NH DOT.

Stanley Grimes Jr., Buck Street, asked where the aquifer is located. Tim Bernier stated the entire lot is in the aquifer. However, there are no town wells and no public water supply located on the lot.

Shane Rousselle, 417 Buck Street, asked can a buffer be provided to my land. My site has a lot of wildlife, bear sighting and moose. My big concern is my dog. Decades ago, this area was a horse farm. Tim Bernier stated that he does not see any way more than one house can be built on the 17-acre lot. Most of the land is abandoned farmland overgrown with bittersweet vines. A total of two houses on 23 acres will not impact wildlife. Mr. Rousselle asked what the impact of the houses would be to the property tax. Chairman Seaworth stated that the Planning Board is not the place for a question on property tax. Selectmen's Rep Bond said come to a Board of Selectmen meeting. The assessor comes through town on a regular basis. We have no insight as to the impact of two homes.

Vice Chairman Bourque noted a major portion of the lot has been cleared. Are there plans for any more clearing? Tim Bernier said there are no plans for any more clearing. The bittersweet vines cannot be removed by machete.

Chairman Seaworth noted that a letter was received July 21, 2021, from Pembroke Water Works. Planner Cronin read the letter into the record. Pembroke Water Works has no concerns. The location of the proposal is outside of the wellhead radius of Bear Brook. Member Cruson asked do we know the volume of the aquifer. Tim Bernier explained that

studies were done all over New Hampshire as demand for public water supply increased. The measurement is how quickly water moves through soils not drilled in bedrock wells. High transmissivity is 30,000 gallons per hour, measuring how quickly the wellhead can recharge after water is taken out. Pembroke has a lot of aquifer land. Stanley Grimes stated that 40 years ago the town spoke to his father about using his fields for wells. At that time, the iron content was too high. Chairman Seaworth noted that there is not always a perfect connection between what we protect, and what we use for a water supply. The wellhead protection areas are most important. This lot is not a potential wellhead area.

Shane Rousselle, 417 Buck Street, asked why only one test pit was done on the whole lot. Tim Bernier explained the State of NH has a set of criteria for septic tanks. Installer must maintain separation of the high-water table from ground water. Pretreatment occurs in the septic tank and water passes to the leach field. Studies on contaminants show that contaminants do not travel horizontally. It has been argued that 75 feet separation is too much. The State keeps that requirement in place as an added protection layer for water.

Shane Rousselle, 417 Buck Street, noted there is slope from Buck Street down to the river. He gets flooding now because Dudley Hill goes up. Tim Bernier stated that from 23 acres, there can only be two house lots due to the forested wetlands. The forested wetlands are a great filter for road salts and other contaminants. Tim Bernier stated it took me only one site walk to determine a road is not feasible in this area. With the 100-year flood plain, a 1500-foot road would yield three lots.

Shane Rousselle, 417 Buck Street, asked why the current road is so close to my driveway. The reason is to get as far away as possible from wetlands. Mr. Rousselle asked about setbacks. Setback to property is by zoning ordinance, with specific numbers for the R1 zone. Exceptions can be requested if you need a smaller setback. Chairman Seaworth noted that the question may be about wetland setbacks. The town voted in 50-foot wetland setbacks. Wetland buffers are a "no disturb area." With a 15-foot property setback and 50-foot wetland buffer setbacks, there could be a small strip of land in theory that could be used by landowner. Tim Bernier said that with steep slope, the northerly boundary is 60 feet boundary line to buffer line. That distance widens to 90-100 feet of usable land around the house. There is 1.75 acres of contiguous flat buildable land. The concept is that the septic would be on the Buck Street side of the house with a walkout basement in the back. From 6.2 acres, less than two acres can be used to put in a house.

Stanley Grimes, Buck Street, noted that the field behind the house drains from Dudley Hill down. If the proposal meets all wetland setbacks, Stanley Grimes is in support of the proposal.

Chairman Seaworth noted the proposal is for two lots. Someone would have to come back with a new application to Planning Board to divide the land any further. Several elements prevent further subdivision. The larger lot is at minimum road frontage. A new road would be very expensive. Tim Bernier stated that practically speaking, the minimum lot frontage is allocated to the larger lot. All abutters would be notified of a new application. A long driveway is not a road. New development would need minimum frontage on a town road. Selectmen's Rep Bond asked about the driveway on the property line. Pembroke zoning

requires a driveway to be 5 feet from the property line. This is a state road. Does the lot have a DOT driveway permit?

Reg Dickinson, 10 Pheasant Run, asked if there will be any blasting. Tim Bernier said no, there will not as this lot is sandy soil. Both lots will be served by town water so there will be no dug wells. Stanley Grimes asked if the house under construction has a building permit. Chairman Seaworth explained it is a lot of record, and a house can be built by right by going to the Code Enforcement Officer for a building permit. Once the subdivision is approved the new lot will become a lot of record

Planner Cronin read the suggested draft conditions. These were provided to the applicant and applicant agrees with conditions. Chairman Seaworth asked if the conditions were acceptable to the applicant. Tim Bernier answered yes.

There being no further input Chairman Seaworth closed the public hearing at 7:57p.m. for tonight. Chairman Seaworth noted that if this application is not completed tonight, the application and its public hearing will be continued to a future meeting and will not be renoticed.

MOTION: Member Edmonds moved to approve Special Use Permit SUP-AC #21-307 conditionally until Minor Site Plan #21-06 has received final approval, at which time the Special Use Permit becomes final for as long as the plan is approved. If at any time the plan is revoked or final approval is not received, the Special Use Permit becomes invalid. Seconded by Member Foss.

VOTE: B. Seaworth – Yes K. Foss – Yes C. Hanson - Yes
 B. Edmonds - Yes A. Bond – Yes K. Cruson – Yes

MOTION TO APPROVE SUP-AC #21-307 CONDITIONALLY PASSED ON A 6-0 VOTE.

MOTION: Member Edmonds moved to approve Minor Subdivision Plan Application #21-06 with the following conditions:

1. All waivers and the date granted shall be listed on the plan.
2. All conditions of approval shall be listed on the plan.
3. The original signatures of all property owners shall be provided on the final plan.
4. The final plan and the Special Use Permit Notice of Decision shall be recorded at the Merrimack County Registry of Deeds. LCHIP check to accompany the final plan.
5. All recording fees shall be paid to Town of Pembroke.
6. NHDOT Driveway Permit is required.
7. Town Driveway Permit review is required.
8. Prior to occupancy, house number location and style shall be satisfactory to emergency services.
9. The plan will not be considered as receiving final approval until all conditions of approval are met.

Seconded by Member Foss.

VOTE: B. Seaworth – Yes K. Foss – Yes C. Hanson - Yes
 B. Edmonds - Yes A. Bond – Yes K. Cruson – Yes

MOTION TO APPROVE MINOR SUBDIVISION PLAN APPLICATION #21-06 WITH CONDITIONS LISTED PASSED ON A 6-0 VOTE.

1. ALL WAIVERS AND THE DATE GRANTED SHALL BE LISTED ON THE PLAN.
2. ALL CONDITIONS OF APPROVAL SHALL BE LISTED ON THE PLAN.
3. THE ORIGINAL SIGNATURES OF ALL PROPERTY OWNERS SHALL BE PROVIDED ON THE FINAL PLAN.
4. THE FINAL PLAN AND THE SPECIAL USE PERMIT NOTICE OF DECISION SHALL BE RECORDED AT THE MERRIMACK COUNTY REGISTRY OF DEEDS. LCHIP CHECK TO ACCOMPANY THE FINAL PLAN.
5. ALL RECORDING FEES SHALL BE PAID TO TOWN OF PEMBROKE.
6. NHDOT DRIVEWAY PERMIT IS REQUIRED.
7. TOWN DRIVEWAY PERMIT REVIEW IS REQUIRED.
8. PRIOR TO OCCUPANCY, HOUSE NUMBER LOCATION AND STYLE SHALL BE SATISFACTORY TO EMERGENCY SERVICES.
9. THE PLAN WILL NOT BE CONSIDERED AS RECEIVING FINAL APPROVAL UNTIL ALL CONDITIONS OF APPROVAL ARE MET.

Vice Chairman Bourque rejoined the Planning Board at 8:00 p.m.

Minutes

- July 13, 2021

MOTION: Vice Chairman Bourque moved to approve the minutes of July 13, 2021, as presented. Member Foss seconded.

VOTE:

B. Seaworth – Y	C. Hanson – Abstain	K. Foss - Y
B. Edmonds - Y	R. Bourque – Y	K. Cruson-Y
A. Bond - Abstain		

MOTION TO APPROVE MINUTES OF JULY 13, 2021, AS PRESENTED PASSED ON A 5-0-2 VOTE.

Miscellaneous

1. Correspondence- Planner Cronin reported that the Town received plans from the National Guard Readiness Center proposing a sports field. Because the National Guard is a government entity, they do not require Planning Board approval. The Planning Board can make non-binding comments on the plans if they wish. Planner Cronin noted the plans include a 1,000 square foot pavilion, bleacher seating and parking for the fields. Chairman Seaworth noted that the National Guard is consolidating their law enforcement members at the Pembroke NH facility. Part of the National Guard mission is to be good neighbors to their communities. Selectmen's Rep Bond noted that the town was told that because it is a federal building there can be no voting or campaign activity at the site. Member Cruson noted that this facility could be used if power or water were out. Chairman Seaworth noted that the town needs parameters so they can pre plan use of the National Guard facilities. Vice Chairman Bourque noted that and requests to use the facility would be routed to State headquarters.
2. Committee Reports – Member Foss reported that CIP started meeting last week. They spoke with Cemetery, Roads and DPW. Selectmen's Rep Bond noted that Mike Tardiff, CNHRPC, has been designated to present any new planning information to the

Board of Selectmen on a regular basis. Workman's Comp deductions will have a premium holiday, instead using a positive balance in the fund. North Pembroke Bridge will be closing August 2, 2021. Construction will begin April 22, 2022, and likely take three construction seasons due to shortages in materials at this time. The Route 28 bridge will have a temporary one way at a timed light while bridge work is ongoing.

3. Other Business – Chairman Seaworth asked about the new recurring condition on approval of house numbering by emergency services. Planner Cronin explained that police and fire have had comments regarding consistent size of number, contrasting colors, location to find address. New Fire Chief Gagnon is addressing consistent numbering of new residential development until a policy can be adopted. It may include a requirement for an address to be on a post at the end of a driveway of a certain length. The mailbox information is not always a good source of information. Vice Chairman Bourque provided a copy of Henniker's ordinance on addressing, and there was a draft left by Dana Pendergast that will be reviewed. Planner Cronin noted that once an ordinance is accepted, that condition will no longer be a standard condition of approval for the Planning Board. Chairman Seaworth thanked Planner Cronin for the effort on this topic.
4. Planner Items – Planner Cronin noted that she will not be here for the August work session. The Subdivision Regulations revisions were sent to legal for review with no response back yet. With no other items for an agenda, Planning Board consensus was to cancel the August 10, 2021, work session.
5. Board Member Items – Vice Chairman Bourque noted that after the Zoning Board meeting last night Chairman Bruce Kudrick sent a letter to the Town of Pembroke asking that zoning board applications that will be going the Planning Board should go to TRC or some other process to receive department head comments that would be helpful to the ZBA deliberations. Chairman Seaworth suggested holding a joint PB and ZBA to discuss this suggestion. He agreed it is a good idea to gather information from the past when this idea was presented to Planner Verdile. Planner Cronin stated that TRC is a function of the Planning Board to obtain department head input asking for technical review of the proposed plans. TRC comments necessitate plan changes to the plans submitted to the Planning Board. Planner Cronin suggests soliciting feedback from department heads in a different format. There are legal implications using TRC so maybe a different process would be better for the Zoning Board of Adjustment.
6. Audience Items - none

MOTION: Vice Chairman Bourque moved to adjourn the meeting. Seconded by Member Foss.

Without objection the meeting was adjourned at 8:34 p.m.

Respectfully submitted,
Susan Gifford, Recording Secretary