

**Pembroke Planning Board  
Meeting Minutes  
(Approved July 13, 2021)  
June 22, 2021**

**MEMBERS PRESENT:** Brian Seaworth, Chairman; Robert Bourque, Vice Chairman; Kathy Cruson (remote), Brent Edmonds, Kevin Foss, Clint Hanson

**ALTERNATES PRESENT:**

**MEMBERS EXCUSED:** Ann Bond, Selectman's Rep.

**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. Kathy Cruson attended virtually by computer due to family medical issues. Attendance was taken. Six members were present.

**Old Business**

- 1. Major Site Plan Application #21-101, Chris Nadeau, PE of Nobis Group acting as Applicant on behalf of Cornerstone Realty Holdings, LLC, owner of Tax Map VW, Lot 187 located at 30 High Street in the Medium Density-Residential (R1) Zone, the Aquifer Conservation (AC) District, and the Wetlands Protection (WP) District.**

The Applicant proposes to redevelop the former Village School into 32 residential units with associated covered parking.

➤ **Special Use Permit Application SUP-AC #21-303**

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

Representing applicant: Naomi Praul, Nobis Group and Sarandis Karathanasis, Cornerstone Realty Holdings LLC

The former Village School is proposed to be redeveloped into 32 one-bedroom apartment units. Several Zoning Board approvals were granted for the project. Waiver requests were granted April 27, 2021. The applicant requested a continuance to June 22, 2021. Since the April hearing, Sarandis Karathanasis met on site with the Fire Department to resolve access concerns. Revised plans were submitted to the town engineer. He will review later this week but has no major outstanding concerns. Building names were provided on a plan sheet for emergency services' files.

At 6:39 p.m. Chairman Seaworth opened the public hearing on Major Site Plan application #21-101 and SUP-AC #21-303. If this business item is not resolved tonight, the application and the public hearing will be continued without being renoticed. Information will be on the town website for a future agenda item.

Naomi Praul stated that she provided a narrative in the packet. The Town Engineer noted parking in the right of way on Simpson Ave. Parking has been reduced, but there is still more parking than required for the project. There were changes to the stormwater plan. Exterior lighting in the parking lot behind the units was updated. The lighting will be shielded to prevent glare. Signage is proposed along the driveway. The Fire Department

wanted access to the building in the courtyard. A section of mountable curb was provided as a mutually agreed upon solution. If anyone has questions on the changes, or anything else, I am happy to respond. Vice Chairman Bourque asked if the driveway was one or two way. The driveway is two way and the town departments had no concerns. The driveway will be striped with a fire lane and the mountable curb is adequate for fire equipment.

Kathryn Amar, 8 Simpson Ave. – I read the February 2021 minutes so I am behind on the details. Will there be visitor parking? Naomi Praul noted that the unit residents will have covered parking. There are two plus parking spaces per unit, so there is surplus space for visitors to park, but the spaces will not be designated as resident vs. visitor parking. The current angled parking will be made into green space. Kathryn Amar asked about the large dip in the land where the playground used to be. Naomi Praul noted that this will be the location of the new covered parking, so the grade will be pushed out to accommodate the parking.

Chairman Seaworth asked for clarification of the number of parking spaces after the reduction. The new number of parking spaces is 70 where 64 spaces are required. Planner Cronin read the suggested conditions of approval. Chairman Seaworth asked for the origin of number 8 regarding the retaining wall. The Planning Board previously had a conversation about the slope behind the new parking area. This condition was left open ended, if needed, through field work. The applicant is agreeable to the conditions. Member Edmonds asked if the applicant had any new information from Town of Allenstown on sewer capacity. Sarandis said it was a terrible situation with very little information provided.

Kathryn Amar, 8 Simpson Avenue, asked what the next step is. Chairman Seaworth noted that there is a possibility that the Planning Board may approve the application conditionally tonight.

There being no further input Chairman Seaworth closed the public hearing at 6:52 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 #21-303 conditionally until Major Site Plan #21-101 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 Edmonds.

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

**MOTION TO APPROVE SUP-AC #21-303 CONDITIONALLY PASSED ON A 6-0 VOTE.**

**MOTION:** Vice Chairman Bourque moved to approve Major Site Plan Application #21-101 with the following conditions:

1. Prior to signature, the plans shall be revised to address all review comments from the Town Engineer and any applicable concerns and issues.
2. All waivers and the date granted shall be listed on the plan.

3. All conditions of approval shall be listed on the plan.
4. The original signatures of all property owners shall be provided on the final plan.
5. The Site Plan Review and Special Use Permit Notices of Decision are to be recorded at the Merrimack County Registry of Deeds.
6. Phase I is to include the 10 units in Block B with sewer approval. Sewer approval is required for the remaining 22 units. However, if no further sewer approvals are granted, the Applicant shall return to the Planning Board for review if a community septic system is proposed.
7. All building plans to be reviewed and approved by the Building Inspector and the Fire Chief.
8. If a retaining wall is required, structural plans stamped by an engineer shall be submitted for review and approval by the Town Engineer.
9. Prior to occupancy of each building, signage shall be installed identifying the designated "block letter" of the building (ex. Block A, Block B, etc.)
10. The site 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 R. Bourque – Yes K. Cruson – Yes

**MOTION TO APPROVE MAJOR SITE PLAN APPLICATION #21-101 WITH CONDITIONS LISTED PASSED ON A 6-0 VOTE.**

1. **PRIOR TO SIGNATURE, THE PLANS SHALL BE REVISED TO ADDRESS ALL REVIEW COMMENTS FROM THE TOWN ENGINEER AND ANY APPLICABLE CONCERNS AND ISSUES.**
2. **ALL WAIVERS AND THE DATE GRANTED SHALL BE LISTED ON THE PLAN.**
3. **ALL CONDITIONS OF APPROVAL SHALL BE LISTED ON THE PLAN.**
4. **THE ORIGINAL SIGNATURES OF ALL PROPERTY OWNERS SHALL BE PROVIDED ON THE FINAL PLAN.**
5. **THE SITE PLAN REVIEW AND SPECIAL USE PERMIT NOTICES OF DECISION ARE TO BE RECORDED AT THE MERRIMACK COUNTY REGISTRY OF DEEDS.**
6. **PHASE I IS TO INCLUDE THE 10 UNITS IN BLOCK B WITH SEWER APPROVAL. SEWER APPROVAL IS REQUIRED FOR THE REMAINING 22 UNITS. HOWEVER, IF NO FURTHER SEWER APPROVALS ARE GRANTED, THE APPLICANT SHALL RETURN TO THE PLANNING BOARD FOR REVIEW IF A COMMUNITY SEPTIC SYSTEM IS PROPOSED.**
7. **ALL BUILDING PLANS TO BE REVIEWED AND APPROVED BY THE BUILDING INSPECTOR AND THE FIRE CHIEF.**
8. **IF A RETAINING WALL IS REQUIRED, STRUCTURAL PLANS STAMPED BY AN ENGINEER SHALL BE SUBMITTED FOR REVIEW AND APPROVAL BY THE TOWN ENGINEER.**
9. **PRIOR TO OCCUPANCY OF EACH BUILDING, SIGNAGE SHALL BE INSTALLED IDENTIFYING THE DESIGNATED "BLOCK LETTER" OF THE BUILDING (EX. BLOCK A, BLOCK B, ETC.)**

**10. THE SITE PLAN WILL NOT BE CONSIDERED AS RECEIVING FINAL APPROVAL UNTIL ALL CONDITIONS OF APPROVAL ARE MET.**

- 2. Major Site Plan Application #21-103, Timothy Bernier, T.F. Bernier, Inc. acting as Applicant on behalf of New England Flower Farms, LLC, owner of Tax Map 559, Lot 14 located at 830 N. Pembroke Road in the Commercial/Light Industrial (C1) Zone and the Aquifer Conservation (AC), Wetlands Protection (WP), Floodplain Development (FD), and the Shoreland Protection (SP) Districts.**

The Applicant proposes to construct a 144,390 SF greenhouse building with associated improvements.

➤ **Special Use Permit Application SUP-AC #21-305**

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

Representing applicant: Tim Bernier, TF Bernier and Henry Huntington, New England Flower Farms.

The applicant proposes to construct a new 144,390 SF greenhouse with stormwater infrastructure, and additional parking. A lot line adjustment with Lot 14 was approved for the project. Waiver requests were granted May 25, 2021. Since

At 6:56 p.m. Chairman Seaworth opened the public hearing on Major Site Plan Application #21-103 and SUP-AC #21-305. If this business item is not resolved tonight, the application and the public hearing will be continued without being renoticed. Information will be on the town website for a future agenda item.

Planner Cronin stated that at the last meeting, drainage calculations had just been submitted by the applicant. Since then, the Town Engineer reviewed the drainage calculations and issued his review. Overall the plans were good, there are just a few outstanding items. City of Concord was contacted for comment three times and no reply was received.

Tim Bernier stated he also reached out to City of Concord today. He spoke to the Assistant Planner who confirmed the plan had been passed around, but she was not aware of any comments. The plans were provided in mid-May so there has been adequate time to respond if there were any comments.

Tim Bernier stated that a new transformer is proposed with barrier containment to catch any oil spill. The size of transformer is not specified yet and it could be from 300-700 gallons. Without the volume he cannot draw a detail. The requirement is in a new Note #8 that barrier containment shall be installed per manufacturer installation instructions for the largest volume. The containment system utilizes polymer sewn into textile fabric. Water passes freely through the fabric. If any oil spills, it has a reaction with the polymer which expands into gel and captures the oil. Vice Chairman Bourque agreed that barrier boom with gravel is a good product. The older containment method of berm around a container would fill up with water, and would not be able to contain the oil if a spill occurred while it

was full. Town engineer comments also included revising the wheel load and raising the outlet for the recharge area for stormwater. The requirement is to have an outlet designed to retain 10-year stormwater. The town engineer was correct, and we raised the outlet pipe up 6-7 inches. The town engineer performs a thorough review. DES AOT and septic design permits are pending. The owner is present for any questions.

Planner Cronin read the suggested draft conditions. These were provided to the applicant in May and applicant agrees with conditions.

There being no further input Chairman Seaworth closed the public hearing at 7:10 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 #21-305 conditionally until Major Site Plan #21-103 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 R. Bourque – Yes K. Cruson – Yes

**MOTION TO APPROVE SUP-AC #21-305 CONDITIONALLY PASSED ON A 6-0 VOTE.**

**MOTION:** Vice Chairman Bourque moved to approve Major Site Plan Application #21-103 with the following conditions:

1. Prior to signature, the plans shall be revised to address all review comments from the Town Engineer and any applicable concerns and issues.
2. All waivers and the date granted shall be listed on the plan.
3. All conditions of approval shall be listed on the plan.
4. The original signatures of all property owners shall be provided on the final plan.
5. The lot line adjustment plan between Lots 12 and 14 shall be recorded at the Merrimack County Registry of Deeds.
6. 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.
7. NHDES AOT Permit is required.
8. Septic approval is required.
9. Building permits are required.
10. Prior to building permit, a building identification and labelling plan shall be submitted to Police and Fire.
11. The site plan will not be considered as receiving final approval until all conditions of approval are met.

Seconded by Member Hanson.

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

**MOTION TO APPROVE MAJOR SITE PLAN APPLICATION #21-102 WITH CONDITIONS LISTED PASSED ON A 6-0 VOTE.**

1. PRIOR TO SIGNATURE, THE PLANS SHALL BE REVISED TO ADDRESS ALL REVIEW COMMENTS FROM THE TOWN ENGINEER AND ANY APPLICABLE CONCERNS AND ISSUES.
2. ALL WAIVERS AND THE DATE GRANTED SHALL BE LISTED ON THE PLAN.
3. ALL CONDITIONS OF APPROVAL SHALL BE LISTED ON THE PLAN.
4. THE ORIGINAL SIGNATURES OF ALL PROPERTY OWNERS SHALL BE PROVIDED ON THE FINAL PLAN.
5. THE LOT LINE ADJUSTMENT PLAN BETWEEN LOTS 12 AND 14 SHALL BE RECORDED AT THE MERRIMACK COUNTY REGISTRY OF DEEDS.
6. 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.
7. NHDES AOT PERMIT IS REQUIRED.
8. SEPTIC APPROVAL IS REQUIRED.
9. BUILDING PERMITS ARE REQUIRED.
10. PRIOR TO BUILDING PERMIT, A BUILDING IDENTIFICATION AND LABELLING PLAN SHALL BE SUBMITTED TO POLICE AND FIRE.
11. THE SITE PLAN WILL NOT BE CONSIDERED AS RECEIVING FINAL APPROVAL UNTIL ALL CONDITIONS OF APPROVAL ARE MET.

### **Minutes**

- June 8, 2021

**MOTION:** Member Foss moved to approve the minutes of June 8, 2021 as presented. Member Hanson seconded.

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

**MOTION TO APPROVE MINUTES OF JUNE 8, 2021 AS PRESENTED PASSED ON A 6-0 VOTE.**

### **Miscellaneous**

1. Correspondence- Planner Cronin reported that the Town received an expedited NH DES Wetlands Permit for repair of drainage put into Chickering Meadows in 2003.
2. Committee Reports – Member Foss reported that Conservation Commission met last week. Bob MacCormack spoke of his plan to offer up conservation land for a proposed multi-unit project at Pembroke Pines. The Irving family is offering land for sale to Conservation Commission located 1,000 feet into 4<sup>th</sup> Range Road. San Ken is on the other side. Vice Chairman Bourque reported that TRC was cancelled. Member Cruson reported that Regional Planning met June 10. We had a speaker on broadband service and its importance to a lot of people. The speaker noted that the State of NH has \$120 million available from US Treasury for broadband service, but NH does not have an agency that can coordinate and oversee the spending. Member Cruson noted the money is only helpful if we can expedite spending. Chairman Seaworth stated this is the first he has heard of this situation. He will inquire at the State House. Vice Chairman Bourque suggested an agency like PUC might be able to coordinate the spending. Vice Chairman Seaworth agreed that using an existing governmental

agency is quicker than developing a new one. Member Cruson said the spend period is short. Vice Chairman Bourque asked if other states are in the same situation. Vermont and Maine were able to spend their broadband funding. Member Cruson will ask Regional Planning to inquire what agency Vermont and Maine used for these funds. Chairman Seaworth stated ultimately it fall to the governor to determine an agency to oversee the funding. Thank you Member Cruson for the report.

3. Other Business – Planner Cronin noted there is a Zoning Board meeting on Monday, June 28, 2021 with a large agenda. Several of the items, if approved, would be coming to Planning Board in the coming months. Pembroke Pines is proposing an additional 65 units where the old clubhouse is located. A six unit building is proposed on Kimball Street. A variance for excavation has been requested at the property next to Associated Grocers. Pembroke Pines did their existing development under the open space ordinance. They are seeking a similar development with variances for dimensions and multi-family. Vice Chairman Bourque noted that Open Space Development no longer exists in our town ordinance. Member Cruson recalled that when the new clubhouse plan was under review, the applicant said nothing was planned to go in the area of the old clubhouse. The Planning Board should have a conversation with Pembroke Pines on their long term plans.
4. Planner Items – Planner Cronin reported that the Open Space Development survey on the town website continues to be successful. There are approximately 120 responses received at this time. Responses continue to come in every couple of days. Planner Cronin will leave the survey active until the July workshop and see if responses are still coming in. Vice Chairman Bourque asked who will analyze the responses. Planner Cronin said first she will compile results and provide them to the Planning Board to discuss at a meeting.
5. Board Member Items – Member Edmonds asked about a public information session on pending upgrades to Main Street. Planner Cronin said that was scheduled for the last Board of Selectmen meeting, which was cancelled due to lack of quorum. Planner Cronin will check on a rescheduled date for that session.
6. Audience Items - none

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

Without objection the meeting was adjourned at 7:34 p.m.

Respectfully submitted,  
Susan Gifford, Recording Secretary