

Town of Greenville, New Hampshire

Planning Board

Minutes

**Thursday, September 14, 2023**

The Greenville Planning Board met on **Thursday, September 14, 2023** in the Town Hall Meeting Room, 46 Main St., Greenville, NH 03048.

*In attendance were: Chairman Michael Sadowski, Vice-Chair Scott Tenney, Members Kelle O'Keefe and Tim Kearney, and Town Administrator Tara Sousa.*

Public Hearing for Completeness Review of the Site Plan Application for a Self-Storage Development by Michael D. Lamarre (Applicant & Owner)

Chairman Sadowski introduced the Board and reviewed the agenda, reading the public notices for the completeness review and site plan application for development of self-storage units on Map 2-37-A and 2-37-2A. Chairman Sadowski inquired how the applicant can apply to develop a property he does not own. Mr. Lamarre explained that he is in talks with the State to purchase the property, and that the slow process is at the legislative review stage. Mr. Lamarre explained that once a value is established, the proposed sale is sent to the Town, Southwest Regional Planning Commission, and others for approval. He anticipated he was roughly 2 months from being able to close on the property. Chairman Sadowski expressed that he finds it difficult to consider the merits of the application with the ownership of that portion unresolved. Mr. Lamarre question if it could be considered in phases, with that parcel being a later phase, as the wetlands crossing involves permitting and extensive work. Chairman Sadowski expressed that it is all one application, and he has liability concerns approving something without an agreement in place for that parcel. He suggested that the application could be withdrawn, and the Board could have a conceptual discussion about the project, or move forward with consideration of the application as presented. Mr. Lamarre expressed that he hoped they would be able to accept the application (as complete), to be able to make modifications if necessary. Chairman Sadowski asked if he had been in contact with DES yet, and Mr. Lamarre answered he had not, as he wanted to confirm the design was acceptable to the Planning Board before seeking a permit. Mrs. Sousa suggested that if the Board reviewed for completeness tonight, the applicants could be working on any other items that might be identified by the Board while they await the State process to obtain a Purchase and Sale agreement. Mr. Lamarre asked how long something can be continued, and Chairman Sadowski referenced the almost year-long process currently underway for the mill on Chamberlin St. Vice-Chair Tenney expressed support for going through the checklist that evening. Discussion continued regarding continuing the hearing 2 or more months.

Chairman Sadowski stated that they would go through the checklist to identify anything else that was needed. He noted that a letter had been received from a resident regarding drainage concerns and other issues. A hard copy of that letter was provided to Chuck Ritchie, of Fieldstone Land Consultants, and Mrs. Sousa indicated she could share it with him electronically. Another letter was received from Emergency Management Director Ed White, and Mrs. Sousa explained that the lot Mr. White was concerned about is not part of the project.

Reviewing the drawings, Chairman Sadowski noted that the project would be accessed through the existing storage facility with a 24' road requiring a culvert. Mr. Lamarre explained that the culvert would be a 3-sided structure, which would be 27' wide and 5 feet tall. Chairman Sadowski asked Deputy Fire Chief Charles Buttrick how fire apparatus would access the buildings. Deputy Chief Buttrick answered that he and the Fire Chief had reviewed the plans and had no concerns about maneuvering within the site as proposed. He noted that if water were needed for firefighting, they would do a forward lay, where a hose would be dropped at the hydrant on Old Mason Center, then the truck would enter the existing facility, then continue across the "bridge" to the new area. Vice-Chair Tenney asked if there was detail of the box culvert in the plans, and Mr. Ritchie answered that there was. Vice-Chair Tenney noted the need for weight rating certification of the structure to ensure fire apparatus can cross.

Chairman Sadowski confirmed that the facility would operate 24 hours, and that the existing manager's residence is occupied as a one-family. Vice Chair Tenney confirmed that the only impact on the existing facility was the curb cut for access into the new area and the increase in traffic. Chairman Sadowski asked if there was a plan for advertising. Mr. Lamarre indicated he was unsure if signage would be necessary, as the site will be clearly visible and recognizable as self-storage. Mr. Kearney asked if it would be the same name, and Mr. Lamarre confirmed it would. Vice Chair Tenney asked about tree coverage, and Mr. Lamarre answered that there are a few trees in the State right-of-way, but that it has been mostly cleared to the property line by the power company. The distance of the proposed buildings from the right-of-way was discussed.

Mrs. Sousa suggested that the Board address whether a conflict exists, as a conflict, if any, requires that a member recuse themselves from both the discussion and voting. It was discussed that Mr. Kearney was listed as an abutter, but it did not appear that his property was directly abutting or directly across from the proposed site. Marshall Buttrick discussed an issue with the tax maps which is being corrected through survey of the Town's property on Route 31 south of Mr. Kearney's, and noted that Nancy Brooks owns frontage which would make her an abutter. It was discussed that she could be noticed before the application is accepted as complete, without the other abutters having to be renoticed. It was recommended that Mr. Kearney be removed from the list of abutters, as all were in agreement that his property was not abutting the project. The forthcoming corrections to the tax maps were further elaborated by Mr. Buttrick, and it was noted that Fieldstone performed the Town's survey. Chairman Sadowski stated that the plan will need to be adjusted to reflect the corrections.

Chairman Sadowski asked where the run-off goes. Mr. Ritchie and Mr. Lamarre discussed the subsurface infiltration chambers in the design, containing run-off within the site. Discussing the retaining wall and slope, Deputy Chief Buttrick was asked if that was a concern. Deputy Chief Buttrick explained that they would not be able to drive to the rear of the buildings, but could drag hose behind there on foot if needed. Mr. Lamarre inquired if the hydrant at Greater Waste would reach, and Deputy Chief Buttrick indicated that the Old Mason Center Rd. hydrant would still be better, especially given that the buildings in question were half the depth of the other buildings.

Chairman Sadowski asked if there are easements on the State property. Mr. Lamarre was unsure of the location of utility easements. Mr. Sadowski expressed that existing and/or new easements that might be reserved by the State need to be reflected on the plan. He and Vice-Chair Tenney commented about

landscaping plans to preserve the wooded appearance along Route 31. Mr. Ritchie noted the landscaping and utility plan on page 6, and discussed the elevations affecting the visual impact of the buildings, and indicating that they were open to adjustments if requested by the Board. Lighting was noted as being downcast. Mr. Lamarre confirmed no on-site fuel storage was needed. The safety of stored items was discussed. Mr. Lamarre discussed that their contracts do not allow hazardous material storage, but that there is currently no requirement to drain fuel from vehicles or disconnect batteries. He confirmed that there is no dumpster.

Chairman Sadowski asked about the notation of "not applicable" under easements and deed restrictions. Mr. Ritchie stated that they had not found any easements or deed restrictions, but could not confirm if the State parcel had been researched. Chairman Sadowski also felt "not applicable" was not appropriate under the road/utility extension item on the checklist. Mr. Lamarre expressed that it was more a driveway than a road. Ms. O'Keefe suggested that a proposal for signage needs to be included if planned. Mr. Kearney asked if percolation rates had been tested for the run-off infiltration system, and the Board concurred that they would want test pit data.

Vice Chair Tenney expressed that he would like to see the buildings labelled. He also inquired about fencing. Mr. Lamarre indicated that a guardrail will be installed at the retaining wall. The impact of the guardrail on snow storage was discussed. Mr. Tenney recommended a bollard at one snow storage location to restrict access. Mr. Lamarre indicated he might install fencing for security. Regarding snow melt, Mr. Lamarre explained that salt is not used because it voids the warranty on the buildings.

The timeline for continuance was discussed, with Mr. Lamarre indicating that December would be the earliest he could anticipate the State land issue being resolved. Mr. Lamarre asked if he would be able to begin the wetlands permitting process, and Chairman Sadowski expressed that that was his decision, based on his confidence in obtaining the State parcel, as the design would need to be revised if he could not obtain that.

**Motion by Vice Chair Tenney, 2<sup>nd</sup> by Ms. O'Keefe, to table the completeness review for the site plan application for a self-storage development by Mike Lamarre to Thursday, December 14, 2023 at 7:00 p.m. at the Town Hall Meeting Room (46 Main St., Chamberlin St. entrance).**

**Motion carried with 4 in favor, none opposed.**

#### **FEMA Floodplain Development Revisions**

Mrs. Sousa explained that because the Town participates in the National Flood Insurance Program (NFIP), the Town's ordinances have to be compliance with NFIP rules, and the presented revisions were recently received from NFIP by herself and the Building Inspector. Vice Chair Tenney explained that NFIP is updating their "FIRM Maps", and as part of that process, they are making recommendations for revisions of participating Town's ordinances. It was discussed that the process to adopt these revisions would be the same as any other zoning ordinance warrant article. Chairman Sadowski suggested that the 1<sup>st</sup> public hearing for this, and any other ordinance revisions they may consider, be set for the Board's November meeting.

Chairman Sadowski suggested that the Board adopt a requirement in their site plan regulations that applicants have a conceptual meeting before submission of a formal application, which he stated was

allowed by RSA. Examples of projects that would have benefitted from a conceptual meeting to streamline the Board's completeness acceptance process were discussed.

Mr. Kearney expressed the need for clarity around ownership of a parcel/project. Chairman Sadowski indicated that the owner and representative are required on the first page of the application. Mr. Kearney also questioned if there could be required timelines for completion. Chairman Sadowski stated that the Board can require a compliance hearing. Vice-Chair Tenney suggested that an item be added to the checklist to define substantial completion for each project. Chairman Sadowski referenced the section for conditions precedent and subsequent to address that issue. The Board discussed adding an additional item for a phasing timetable, if applicable. Ms. O'Keefe questioned what would happen if the timeline were not met. Chairman Sadowski expressed that applicants could communicate to the Board if there had been a delay.

Mrs. Sousa suggested that the Board review either the allowed uses or conversions section of the Downtown District zone, to better reflect the original intent, which was to maintain existing commercial space on the first floor of existing buildings. She explained her concern that the drafters of that portion of the ordinance did not think about the possibility of single-family homes being torn down to build multi-family structures. Chairman Sadowski felt that the changes approved earlier this year addressed that issue. The semantics of the language as written was debated. The language around conversions was also discussed. Chairman Sadowski confirmed his understanding that lots are only grandfather under the prior zoning regulations if an application is in process when a zoning amendment is adopted.

#### **Approval of Minutes**

**Motion by Vice Chair Tenney, 2<sup>nd</sup> by Mr. Kearney, to approve the minutes of the August 17, 2023 meeting.**

**Motion carried with 3 in favor, none opposed, 1 abstained.**

Chairman Sadowski noted that there is a meeting next week, and that Chamberlin St. (Georges Realty) had requested a continuance. Mrs. Sousa noted that there would be a request from the Selectmen for comment on the proposed deed transfer of the old Dunster Hill Reservoir, pursuant to a reversionary clause in the original deed, to the surrounding land owner.

#### **Adjournment**

**Motion by Mr. Kearney, 2<sup>nd</sup> by Ms. O'Keefe, to adjourn at 8:52 p.m.**

**Motion carried with 4 in favor, none opposed.**

Respectfully Submitted,

Tara Sousa  
Town Administrator

#### **APPROVED BY:**

*Greenville Planning Board*

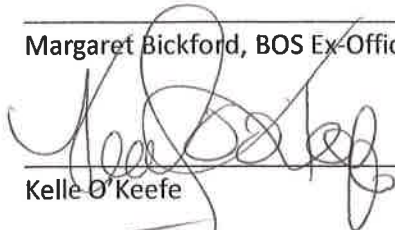


Michael Sadowski, Chairman



Scott Tenney, Vice Chairman

Margaret Bickford, BOS Ex-Officio



Kelle O'Keefe



Tim Kearney