

**THURSDAY APRIL 13, 2023  
TOWN OF EPPING, NEW HAMPSHIRE  
PLANNING BOARD MINUTES  
EPPING TOWN HALL**

**CONVENE: 6:00 P.M.**

**PRESENT** – Heather Clark, Michael Vose, Sean Morrison, Mike Sudak; Selectboard Representative Bob Jordan; Planner Casey Wolfe and Secretary Phyllis McDonough.

**CALL TO ORDER:**

- I. CONVENE: 6:00 P.M.** – Vice Chairman Clark called the meeting to order at 6:00
- II. PLEDGE OF ALLEGIANCE TO THE FLAG**
- III. REORGANIZATION (Chairman & Vice Chairman)** –  
  
Clark moved Morrison seconded the motion to appoint Michael Vose to sit as Chairman. The motion passed.  
  
Clark moved Selectman Jordan seconded the motion to appoint Mike Sudak to sit as Vice Chairman. The motion passed.

**PUBLIC HEARING OF CASES**

**Chairman Vose read notice of a continued site plan from February 23, 2023 - Kimball Crossing, LLC. (applicant/owner) – Review for acceptance and consideration of final approval for a Site Plan application for a proposed “lay-down” yard for a landscape/construction company. Parcel is located on Calef Highway in the Highway Commercial Zone. Tax Map 16, Lots 038-1 and 038-2.**

Clark moved Morrison seconded the motion to accept the plan. The motion carried.

Joe Coronati of Jones & Beach and Mike Fecteau (the Applicant) came before the board with the update. Coronati explained the plan has been updated to include additional detail on locations where materials will be stored and vehicles will be parked. A complete storm water analysis and will have to be submitted to the AOT.

Coronati explained there is a detailed grading plan shows all the slopes in back, which was previously lower and has been raised. Coronati informed the board they have responded to the DOT and to Tighe and Bond.

Clark asked if there’s any power to this site. Coronati responded there will be no power to this site. He explained if lighting were needed on site, it would only be via drop pole.

Chairman Vose noted a waiver from the lighting plan was requested.

Sudak questioned the hours of operation. Fecteau responded the hours will be followed that are allowed by the town.

Morrison moved Selectman Jordan seconded the motion to accept the waiver from lighting. The motion carried unanimously.

Clark questioned where the vehicles will be stored, the soil storage and the hardscape if there's access between those two. Coronati stated there is definitely access around the site. Clark asked what type of fence will be between the hardscape and 125. Coronati stated a security chain link fence around three sides of the property, on the other side of the pond.

Clark asked what type of trees will be planted by the road. Coronati explained Norway spruces, red maples, native trees, etc. shown on the plan.

Clark asked if there's signage for this site. Coronati stated they have no signage as of yet.

Chairman Vose opened the public hearing.

Nathan Kaminsky 10 Heading Road asked about the height of the gravel pile. Coronati explained the site is not designed to be a gravel pile, it's meant to be graded down for sales of materials, so none of them are very tall. Coronati gave a rough estimate of approximately 15 feet.

Kaminsky asked about the height of the trees that will be planted. Coronati explained the intent of the trees along 125 are not buffer trees, this is a commercial zone, commercial businesses require visibility.

As there were no further questions or comments, the Chairman Vose closed the public hearing.

Clark moved Morrison seconded the motion to approve with conditions set operating hours 7:00am to 7:00pm Monday through Saturday and no operation on Sundays, and no more than 12 vehicles stored overnight. The motion carried.

**Chairman Vose read notice of a continued site plan March 9, 2023 - 14 Bartlett, LLC. (applicant/owner) – Review for acceptance and consideration of final approval for a Site Plan application to add three one-bedroom apartments to the property. Parcel is located at 14 Bartlett Street in the High-Density Residential Zone. Tax Map 022 Lot 152.**

Waiver from storm water management

Joe Coronati and Erica Eames, both from Jones & Beach came before the board with the proposal. Eames explained the site is proposed to renovate the existing detached garage into three one-bedroom apartments, as well as a minor future addition to the existing building and renovations to the existing apartments to retain the same number of overall bedrooms on-site. She explained there is no change to the pavement.

Eames explained there is minor lighting proposed and asked for a waiver for storm water under section 30, with a minor increase in impervious area to the site and any additional runoff will run flow over meadowed buffer. Eames explained they are waiting on approval from water and sewer in writing that the units on the property, which is seven units all 1-bedroom. Three- one bedroom in one building and four- one bedroom in the other building.

Sudak moved Clark seconded the motion to grant the storm water waiver. The motion carried unanimously.

Wolfe added a suggestion to condition of approval #4 from the motion template “The applicant shall not receive a Certificate of Occupancy for the units in the proposed structure until the Building Inspector can verify that the four units in the existing structure have been converted to each only having one bedroom.”

Wolfe asked Eames if she felt the applicant would be ok with this condition. Eames stated she would assume so, although can’t speak for her client as he is not present at the meeting.

Coronati asked Wolfe if this is regarding the four bedrooms in the existing building. Clark explained that is correct, there will be no CO until the existing building has been renovated.

Coronati suggested that a condition could be added that at no point in time will there be more than ten bedrooms on the property. Wolfe agreed with that statement.

Chairman Vose opened the public hearing. As there were no questions or comments, the Chairman Vose closed the public hearing.

Wolfe questioned if there is any state approval necessary for the alteration of a sewer connection. Coronati explained there is already a sewer service provided on High Street.

Clark moved Sudak seconded the motion to approve the application with the discussed revision to condition of approval #4 “The applicant shall not receive a Certificate of Occupancy for the units in the proposed structure until the Building Inspector can verify that the four units in the existing structure have been converted to each only having one bedroom.” The motion carried unanimously.

**Chairman Vose read notice of a site plan by Polka Dot Housing, LLC (applicant) – The intent of this project is to convert the garage into 2 one-bedroom apartments and one studio unit for a total of 3 additional units. Parcel is located at 242 Main Street, Tax Map 022 Lot 060.**

Coronati from Jones & Beach explained the applicant has approval for four separate units in the front building being four-one-bedroom units that have been renovated. Coronati explained there is an existing garage in the back that the applicant is looking to renovate into three additional units – two one-bedroom apartments and one studio apartment; an application for relief from parking requirements to suit this request was presented to the Zoning Board and approved.

Coronati explained the applicant is requesting three additional units, two of them would be one bedroom, one studio, resulting in three-one-bedroom units in the garage area. He explained there is no change to the existing site, the pavement and building footprint to stay as is [should the portion about no change to the building be removed, considering the testimony that was brought up during the public hearing about the rear bump-out that was constructed by the developer to seal in the formerly-exterior staircase of the garage?]; nothing will happen in the rear of the site. Coronati informed the Board this site is already connected to water and sewer and are looking for a total of seven bedrooms.

Morrison moved Clark seconded the motion to accept the plan. The motion carried.

Sudak questioned the existing utilities going to the garage, has water & sewer looked at this request. Coronati explained they met with water & sewer on March 7. Sudak questioned the if increase in bedrooms will still be less than what was allowed with the water and sewer. Coronati explained when

they met with water & sewer the plan was approved with the stipulation that it be equal or decrease the number of bedrooms.

Chairman Vose asked if this is large enough to require sprinkler system. Coronati responded that the whole building will be sprinkled.

Wolfe questioned what the total number of bedrooms is. Coronati explained the front building is eight-two bedrooms and four-one-bedroom units. Wolfe explained she will do similar wording of the conditions of approval, if approved, as the previous hearing from Bartlett Street.

Chairman Vose opened the hearing to the public.

Abutter Grace Lavoie explained her concerns and stated she is against this project. She explained she has been to many meetings and has been promised that some of what “the Developer”, has done wouldn’t be allowed. She stated she wanted the board to know of her concerns in hopes that this project will be watched over.

As there were no further questions or comments, the Chairman Vose closed the public hearing.

Wolfe explained a sprinkler system is required for over three units and will include other conditions in her notice of decision. Adinara Challinor from the fire Department concurred with Wolfe on three units or more will require sprinklers.

Morrison moved Selectman Jordan seconded the motion to grant final conditional approval based on staff recommendations and comments. Motion carried 4-1-0 Clark opposed to the approval.

**Chairman Vose read notice of a Site Plan Route 125 & 101 Investments (applicant) – The intent of this project is to construct a Phase I trade-school training building (15,000 sq. ft.) within the footprint of the approved 100,000 +/- sq. ft. industrial building. Parcel is located at Fresh River Road, Tax Map 029 Lot 283-005.**

Selectman Jordan moved Clark seconded the motion to accept the plan. The motion carried.

Joe Coronati from Jones and Beach, Robert Graham representing Route 125 & 101 Investments, along with Ryan Demerit, Brian Murphy and Jason Bennet from IBEW came before the board with the request. Graham explained the application is an amendment to an approved site plan. The application is for IBEW 104 training facility for linemen to attain Journeyman-level status.

Graham explained the amendment is to construct a portion of the approved site plan, identified in this application as Phase I, which includes a 15,000 square-foot building for indoor classrooms and training areas. Phase I also includes construction of the approved parking lot, and the remainder of the developed land intended for the 100,000 square-foot industrial building will be used as outdoor training area and outfitted with utility poles of different heights and at different distances; the standard poles are forty-foot wood poles and four smaller transmission structures that are fifty feet tall. Graham informed the Board they have a meeting with the zoning board for a variance on the height.

Sudak asked if the parking lot is complete. Graham explained this industrial park was approved in 2001 for 100,000 square feet, the roads were all built, all water and sewer is in as well as all the electricity is in. There is a drive access in. Sudak asked about the outdoor training area, Phase II will the applicant come back for that phase. Graham explained all of the building pad, drainage, parking, will all be as part of Phase I.

Sudak noted that it looks like the parking lot is already there, there is no designation of where it is in the phasing. Graham stated they will provide that as part of the final plan, parking is part of Phase I.

Clark asked when it goes to Phase II is the expectation that the entire area of Phase I become indoors. Graham explained that is part of their future planning. Part of their future planning some will happen indoor.

Chairman Vose inquired if this site goes as far back to 2001, is the AOT permit still valid. Graham explained back in 2022 they moved the location of the building from the original location and at that time applied for the AOT permit, and received confirmation from DES that they have no issues.

Chairman Vose opened the public hearing.

Mike Fecteau spoke positively about this request, stating he feels this is a great thing for the town for kids getting out of school, and also a great location.

As there were no further questions from the public, the Chairman closed the public hearing.

Wolfe questioned on the original plan in 2021 showing the drainage pipes coming off the roof. Graham there will be some temporary rerouting of drainage, and it will all be submitted with the construction plan. It will not affect the AOT permit.

Morrison moved Jordan seconded the motion to approve the application based on staff recommendations and comments. The motion carried unanimously.

**KIMBALL CROSSING, LLC** – (Conceptual Hearing) Joe Coronati of Jones & Beach and Mike Fecteau came before the Board with a conceptual hearing.

Coronati explained this is a conceptual hearing for the parcel on the corner lot on 125 and Old Nottingham Road, with a proposed secondary egress onto Old Nottingham. Coronati explained in looking at the site, they find that there's frontage on Old Nottingham which would be useful and would benefit any business to have access to a town road as well as 125.

Coronati explained he had a brief conversation with Reinhold, who explained to Coronati as long as the proposed driveway onto Old Nottingham Road is at least 50 feet from the stop bar at its intersection with 125 (this driveway is approximately 60 feet away), this meets the town's separation to intersection for a driveway. Coronati mentioned Reinhold also suggested if there is the ability to move it further away from the intersection and onto Old Stagecoach Road, the length of what that is could be determined with the Board of Selectmen.

Morrison asked if the applicant is looking for approval from the board. Coronati responded not necessarily approval, although if the Board is in favor of this concept they will proceed with a new application with that entrance, and would have to meet the driveway regulations.

If the board is all in favor of it then they would consult with Reinhold and then come back with a full-blown site plan. The Board generally agreed that they were.

**MINUTES OF MARCH 9, 2023 FOR APPROVAL & SIGNATURE** – Morrison moved Sudak seconded the motion to approve the minutes. The motion carried.

**APPROVAL FOR PAYMENT – RE: RPC DUES \$7,282.00** – Clark moved Sudak seconded the motion to approve payment in the amount for RPC dues. The motion carried.

**INVOICES FROM TIGHE & BOND** – 581 Calef Highway \$662.50; Kimball Crossing, LLC \$795.00 – Clark moved Sudak seconded the motion to approve payment to Tighe & Bond. The motion carried.

**ROCKINGHAM PLANNING COMMISSION** – Town of Epping Updates to Wetland & Shoreland Protection Regulations.

Wolfe explained the grant to allow the RPC/Jenn Rowden to work with the Town of Epping to update its ordinance sections on wetland and shoreland protection regulations. An affirmative vote by the Board members would authorize the Planner to sign a letter of support.

Clark moved Sudak seconded the motion to have the Planner, Casey Wolfe sign a letter of support on the grant. The motion carried unanimously.

**ADJOURNMENT** – Selectman Jordan moved Sudak seconded the motion to adjourn at 8:15pm. The motion carried unanimously.

**NOTE: THE NEXT MEETING DATE IS MAY 11, 2023 at 6:00 p.m.**

Respectively Submitted,

Phyllis McDonough