

**MONT VERNON PLANNING BOARD**  
**Mont Vernon, NH 03057**  
**MEETING MINUTES - Tuesday, January 24, 2017**

Times are approximate and subject to change without notice.

7:00PM	Old Mill Estates, Riley Road
8:00PM	Town Center District Sub-Committee
8:30PM	Mail and Announcements Review of minutes from 1/10/2017
8:45PM	Other Business
9:00PM	Adjournment

**Seated:** Bill **McKinney**, Chairman, John **Quinlan**, Annette **Immorlica**, Bill **Johnson**, Eric **Will**, Chip **Spalding**, Secretary  
**Absent:** Stephen **Bennett**, Dave **Hall**, Chris **Aiston**, Jim **Bird**

**7:00 PM – Old Mill Estates**

**McKinney** called the meeting to order and asked everyone to stand for the Pledge of Allegiance.

There is concern that work has started on the Old Mill Estates site without the proper permits being in place. **McKinney** drove by on Saturday. He could see that they are doing active excavation. They are in violation; they do not have their AOT permit in place; they do not have erosion control in place; there is no bonding in place as well as no road engineering review. **McKinney** contacted Kevin Anderson of Meridian Land Services and communicated that they need to stop work until such time that all proper permits and bonds are in place. The Building Inspector/Code enforcer has been informed and will be monitoring to make sure no further work takes place on the site. If this does happen, a Stop Work Order will be issued by the Building Inspector/Code Enforcer. If necessary, a Cease and Desist Order will follow. The Board reviewed the new plans submitted. **McKinney** is concerned that federal regulations have changed since the original plan was submitted in 2007. They have to be in compliance; they cannot be grandfathered in. **Johnson** suggested having Meridian provide us with a narrative as to what the proposed changes are on these plans. There are not any clear notes marked on the new plans. **Immorlica** stressed the need for an outside engineer for any construction of the new road. The Board went through RSA 676:4A and 676:4B regarding 3<sup>rd</sup> party inspection procedures. **Johnson** feels that the Building Inspector should be checking on this development frequently.

**Action Items:** Have **McKinney** reach out to Kevin Anderson of Meridian and request a narrative of all revisions if any on each of the new plans submitted. Contact NHMA to get an opinion on construction monitoring. Invite Meridian et al to the next meeting to discuss plans.

**8:45 PM – Town District Sub-Committee**

**McKinney** presented the Board with a draft for the Sub-Committee Town Center District Zoning Proposal. The scope of the sub-committee will be to review all information gathered by prior surveys, boards or commissions relative to low impact business uses along the Main Street/Route 13 corridor of Mont Vernon and to provide recommendations to create a zone that permits such uses. The Board discussed the makeup of the committee. **Johnson** feels there should be two alternate citizen members; one from the Main Street district and one from outside of Main Street. **Immorlica** brought up the issue that the ZBA member who volunteered is also a Main Street resident, as well as the Historical District volunteer. She stressed the need to not weight the committee with all town center people. **McKinney** agreed but pointed out that he feels the vast majority of people who will volunteer to be part of this committee will live in the town center. **Johnson** and **Spalding** suggested that the committee should utilize the 2016 proposed zoning ordinance draft as a baseline to provide draft wording for a proposed Town Center Zoning Ordinance which would be presented to the full Planning Board by September 30, 2017. **Immorlica** questioned who will make the selection for the sub-committee members and when. **McKinney** said that once they all agree on the draft proposal the Board will advertise looking for volunteers and the Board will make their selections. He hopes to have this in place by the beginning of March so as to give the sub-committee six months to gather the information and bring back to the Board by September 30, 2017. **Immorlica** questioned our means of getting the word out seeking volunteers. The Board discussed using the

MV Chatter page, the boards at the Town Hall, Post Office and the Daland Library. **Johnson** motioned to accept the draft proposal as amended. **Spalding** seconded. All in favor, motion passed.

### **9:00 PM – Mail and Announcements**

The Board received a letter dated 1/19/17 from the DES regarding the Old Mill Estates subdivision. Meridian has requested waivers on specific items on the AOT permit they've applied for. The DES has denied most of those waivers and listed all requirements that must be met prior to approval of their AOT permit.

The Board reviewed the minutes from January 10, 2017. **Quinlan** motioned to accept the minutes as amended. **Johnson** seconded. All were in favor, the motion passed.

### **9:15 PM – Other Business**

**Spalding** reviewed the subdivision plan for Orchard Hill. He noted that there are parcels numbered incorrectly. The proposed right of way needs to be wider – 25' from centerline of Upton Rd to parcels 1-24, 1-24-2 & 1-24-3 and 25' from centerline of Purgatory Road to parcel 1-24. Granite bounds need to be shown at all lot corners, existing and proposed. Drainage easement appears to be too small on parcel 1-21-4. He recommends a guardrail on left side of Purgatory Rd. from Station 3+00 L to Station 4+00 L. Recommends that the proposed 18" cross culvert at Station 3+50 be upsized to 24" to mitigate flows if the proposed culvert at Station 6+00 fails. Based on the design notes, none of the proposed culverts meet the depth requirement of a minimum 3' of cover. They need more material. They report the depth of pavement at 2 ½"; we require 4 ½". **Johnson** noted that 2 ½" of pavement is less than required for a driveway. There is no temporary erosion control plan given to date. **Spalding** then reviewed the checklist. He questioned the grade of Purgatory Rd. **Immorlica** asked if we would make a four way stop at the intersection of Wilton and Purgatory. That would be recommended but would be for the Selectmen to decide. There are no delineators shown on the plan on Purgatory Rd. These are necessary to show the change in direction of the road but also to show where the cross culverts are located. These are important for the DPW to be able to do proper maintenance. They propose 6" of base material for Purgatory Rd. We require 8" minimum, with 8" crushed gravel. **Immorlica** noted that we waived the HISS requirement. We will rely on the States approvals on all septic designs. There are no outside reports requested by Town boards except that the Conservation Commission would like an environmental impact report. The Planning Board has decided against that request at this time. Legal documents needed so far are culvert easement and conservation easement documents. There has been no discussion on deed restrictions on the conservation easement. **McKinney** will send notes back to Chad Brannon and the Board will meet with him again on February 14, 2017. **Quinlan** noted a conversation that he had with members of the gun club. Vaughn has offered them acreage abutting the gun range as long as they are willing to redirect the gun range to the west. They are questioning whether this is a viable option. **Quinlan** suggested that they come talk informally with the Board to discuss further and have their questions answered.

### **10:00 PM**

As there was no further business, **Quinlan** motioned to adjourn the meeting. **Johnson** seconded. All were in favor, the motion passed.

Respectfully submitted,  
Joan Cleary  
Planning Board Administrative Assistant