

**TOWN OF JAFFREY, NH**  
**PLANNING BOARD**  
**Meeting Minutes**  
**May 9, 2023**

**Present:** Acting Chair John Peard, Ed Merrell, Margaret Dillon, Keith Dupuis, Peter Maki, Nathan Flowers (alt) *will vote*, Franklin Sterling, Selectmen's Rep

**Absent:** Amy Myers, John Brouder (alt), Gary Arceci (alt)

**Other:** Spencer Tate, Meridian Land Service, Lauren Swett, Woodard & Curren, Chad Brannon, Fieldstone Land Consultants

**Staff:** Rob Deschenes, CEO/Building, Jo Anne Carr, Planning & Economic Director, Susan Mallett, Recording Secretary

**CALL TO ORDER** – Chairman Peard called the public hearing to order at 6:00 pm.

**MEETING MINUTES APPROVAL**

On a **motion** by Dillon, seconded by Merrell, the minutes for April 11, 2023 were approved as submitted. (7-0-0)

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**PUBLIC HEARINGS CONTINUED** - None

**PUBLIC HEARINGS - NEW**

**PB 23-04, Nancy N Belletete Rev Trust, Owner**

88 McCoy Rd, Map 230 Lot 15, Zone: Rural, without town water & sewer

Minor Subdivision – the applicant proposes a subdivision for Map 230, Lot 15

**Application Acceptance**

On a motion by Sterling, seconded by Dillon to accept the application as sufficiently complete. (7-0-0)

Carr noted that total frontage on McCoy Road is 327.48 feet of which 248.48 feet are on Class VI portion of the road and 79 feet on Class V portion of the road. She also confirmed that there was a minor clerical error in the public notice this is not a technical subdivision, it is a minor subdivision.

**Chairman Peard opened the Public Hearing**

**Public Hearing**

Spencer Tate from Meridian Land Services presented the plan on behalf of the Belletete's. He noted there was a pre-existing cottage from the 1940's along with a few other outbuildings. It is a 3 acre lot with 200 feet of frontage on class V road. It is noted that the lot can support it's own driveway.

John asked if both lots can support own driveways, or if there will be an easement.

It was noted that both lots are owned by the Belletete's, if the lot is sold then the easement would need to be put in place.

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Dillon asked if the DPW reviewed the driveway permit, and R Deschenes replied that it had been.

No abutters had comments. No site visit is needed, as it is two conforming lots with existing structures.

**Chairman Peard closed the Public Hearing**

**Findings of Facts:**

- The proposed subdivision creates 2 conforming lots,
- There will be a shared driveway,
- The new lot could be accessed by a separate driveway as shown on the plan.

**Decision:**

**PB 23-04, Nancy N Belletete Rev Trust, Owner**

88 McCoy Rd, Map 230 Lot 15, Zone: Rural, without town water & sewer

Minor Subdivision – the applicant proposes a subdivision for Map 230, Lot 15

On a **motion** by Dillon, seconded by Flowers the application to subdivide the existing lot into two conforming lots is approved (7-0-0)

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**PB 23-05, MilliporeSigma, Owner; Woodward & Curran, Agent**

11 Prescott Rd, Map 256 Lot 1.1, Zone: Rural, with town water & sewer

Site Plan Amendment – the applicant has submitted a parking lot reconstruction amendment to previously reviewed plans for Map 256, Lot 1.1

Keith Dupuis recused himself from this hearing.

**Application Acceptance**

Carr noted that this is an amendment to a previously approved plan, the disturbance on site is greater than 100K Sq. Ft. so an Alteration of Terrain permit (AOT) is required to be addressed by the applicant. We will need stamps (LLS and PE) along with a 3<sup>rd</sup> party review of the stormwater management system.

Staff report says the application is sufficient to move forward to a public hearing.

On a **motion** by Flowers, seconded by Dillon, to accept the application as sufficiently complete. (7-0-0)

The Board did not determine this is of regional impact as it is a modification to a previously approved plan to reconstruct a parking lot. (7-0-0)

**Chairman Peard opened the Public Hearing**

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**Public Hearing**

MilliporeSigma was represented by Lauren Swett from Woodward & Curran. Swett noted that due to the groundwater elevations in the parking lot, they wanted to raise the grade of the lot. In addition to raising the grade, they are also reducing the area of the lot they are reconstructing and propose the same drainage swale. There will be an addition of drainage swale in other parts of the lot as described in the plan. The project is currently being reviewed by the state for the Alteration of Terrain. Landscaping plan is similar to the prior approved plan.

Dillon asked if the new retaining wall replaced the existing one. Swett replied the walls thru the middle go away, and others will stay. Dillon also asked them to make sure the lighting spillage meets code.

Carr suggested a compliance hearing after construction and landscaping is complete.

No abutters had comments. No Site Visit is necessary.

**Chairman Peard closed the Public Hearing**

**Findings of Fact:**

- The amendment is not adding parking spaces
- The amendment is not increasing the surface area of the lot
- It is raising the grade due to high groundwater elevations

**Decision:**

**PB 23-05, MilliporeSigma, Owner; Woodward & Curran, Agent**  
11 Prescott Rd, Map 256 Lot 1.1, Zone: Rural, with town water & sewer

Site Plan Amendment – the applicant has submitted a parking lot reconstruction amendment to previously reviewed plans for Map 256, Lot 1.1

On a **motion** by Dillon, seconded by Flowers the application proposing a parking lot reconstruction amendment to previously reviewed plans was approved as presented per testimony given and plan submitted subject to the following conditions. (7-0-0)

**Conditions Precedent**

- Alteration of Terrain permit is approved,
- 3<sup>rd</sup> party engineer review is completed
- Appropriate stamps from the surveyor and engineer

**Condition Subsequent**

- Subject to a Compliance Hearing May 2024.
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**PB 23-03, JEMD, Owner; Fieldstone, Agent**

291 Squantum Rd, Map 242 Lot 45, Zone: Rural, without town water & sewer

Site Plan review – The applicant proposes a 13-unit Townhouse style housing development for Map 242, Lot 45

**Application Acceptance**

Carr noted the staff review found the application to be complete applicant has submitted some items since the April review.

Detail on the buildings from street view clarifying rental and storage areas as well as leach field and septic designs need to be submitted. Landscaping and Stormwater management is under review at this time.

Fire Chief Chamberlain submitted a letter of comment.

On a **motion** by Sterling, seconded by Dillon, to accept the application as sufficiently complete. (7-0-0)

\*After Abutters list was read, Mark Stone said he was not notified. It was confirmed the letter did go out via certified mail. He is aware of the project & meeting and waived his right to be notified and was offered a copy of the abutter letter.

**Chairman Peard opened the Public Hearing**

**Public Hearing**

Chad Brannon reviewed the plan set, for the 13 unit townhouse style development. Brannon noted this is on Residence A and rear is Rural District. A variance was approved by the Zoning Board of Adjustment with some conditions he believes they have met. The site was once the location of King Manufacturing Inc. and then used primarily for cold storage. The current 23k sq. ft. building is in disrepair. The industrial use is an existing non conforming use subject property consisting of 5.84 acres. There is 183 linear feet of frontage on Squantum Road. It meets the requirements for frontage in Residential A district.

The proposal calls for the demolition of the existing building and to redevelop the site into 13 unit townhouse style buildings. Branon states that it will provide much needed housing in the area. Proposing one central access into the project with a 22 foot wide driveway that leads to both buildings. A maintenance shed is also proposed. Septic will be handled by 4 separate systems that are depicted on the plans, but not submitted to the state yet. Storm water will be handled by low impact development standards, including trenches around the buildings, and two infiltration systems. Alteration of terrain permit may be required. One dumpster will be located near the front of the site. There will also be a communal mailbox in that area as well. This project will have 34 onsite parking spaces, allowing for 2 spaces per unit (26 spaces) and 8 visitor parking spots. There are no garages.

The demo plan shows everything they are removing from the site. He also noted the utility plan, and how they will be laid out on site, including one utility pole overhead, the rest will be underground. Water will tie in at the street with one hydrant on site, with domestic and fire supply. He also reviewed the septic locations on the map. Next he reviewed the Landscaping plan, and proposed landscaping along the

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project disturbance and the eastern side, this was not a condition of the ZBA. Storm water review is in process DES Subsurface application is pending. There will be 2 bedroom units on the interior of the buildings and four 3 bedroom units on the end units. Brannon covered the storage issue, and noted that there will be 2 locations on the end of the building for rented storage for the residents, no outside rentals. He also noted the apartments have a small amount of in unit storage.

Brannon would be open to a compliance hearing in the future to be sure all conditions are met if requested.

Merrell asked if this is built on a slab or if there are basements, Brannon confirmed it would be slabs.

Peard asked the distance of the closest building to the road, Brannon said it was 148 feet. It was also noted the current building is 35 feet from the road. Peard also would like to see the dumpster in some sort of corral to block the view. He also had some concern that without garages that bikes, grills and the like will be out in the yard, Brannon noted there is some storage in the units, and private patio area, but no garages.

Maki asked if there is anything inside the building, including contaminates in the ground. Brannon noted it's part of the demo permit and will be handled appropriately

Floweres asked if workforce or affordable housing and Brannon said no restrictions.

Sterling said it looks like a good plan and will provide 13 units of housing that is needed.

Abutter input from Kelly Loudon, asked if it's owned or rentals, Brannon said it's rental, and they would have to get approval for condos if that changes. Loudon is concerned about the difference between owners and renters.

Marc Tieger deferred to the minutes to confirm if it was noted one way or the other in the ZBA meeting.

Carr noted that it was stated they would be "Townhouse Style" units.

Deschenes confirmed "Townhouse style" refers to the style of construction, not the ownership status.

Mark Stone is concerned that the apartments will have too many people in each unit, and also if there could be fencing because there is a 'bowl' formation that makes the sound carry.

Brannon noted we don't want to be discriminatory, as there is a housing need that they are trying to fill in the area. He can't incur more costs to keep adding fencing, and they are maintaining the wood line where Stone is asking for a fence.

Christine Pressman, has a concern about the dumpster, she noted that there are bears on Squantum Rd, and are becoming quite a nuisance, and whether a bear proof dumpster could be used. She also noted the screening, and the natural buffer goes away in the winter. She would like some buffering because there would be noise from children, and also noted that it would be nice if there were a playground for the kids.

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Brannon noted the parking in between the buildings creates a buffer from vehicle noise and headlights, and the playground would cause other complaints about the noise it creates. He feels they laid it out as best they can to make as many people happy as possible.

Peard noted that previously, the factory was powered by a diesel generator and stamped thousands of pieces, this created a lot of noise, housing would be a much less noise. He feels the bear proof dumpster is a good idea, but doesn't want to set a precedent for it to be required for everyone.

Louden asked if traffic has been taken into consideration, Peard noted the factories in the area and how the traffic from employees and trucks has gone up and down in the past. This use should not be as much traffic as the factories have been in the past. DPW and Fire were also consulted to get their input on the traffic and they didn't have any issues. It was noted that they can petition the town for a traffic study.

Mark Stone asked if any study on the contaminants in the building has been done. Peard noted they are monitoring the groundwater. Brannon will follow the requirements for the demolition permit.

Brannon also notes for the record it meets all the Boards requirements, and they have made provisions to increase buffering and they also need to be mindful of the over all cost.

**Chairman Peard closed the Public Hearing**

**Findings of Fact:**

- Zoning Approval for a 13 unit townhouse style multi-family development has been received
- Located in Residential A district
- Existing non-conforming industrial building on-site
- Setback will be 145 feet, existing is 36 feet

**Decision:**

**PB 23-03, JEMD, Owner; Fieldstone, Agent**

291 Squantum Rd, Map 242 Lot 45, Zone: Rural, without town water & sewer

Site Plan review – The applicant proposes a 13-unit Townhouse style housing development for Map 242, Lot 45

On a **motion** by Dillon, seconded by Maki the application proposing to construct a 13-unit Townhouse style housing development was approved as presented per testimony given subject to the following conditions. (7-0-0)

**Condition Precedent:**

- DES Subsurface approval for the septic systems
- Satisfactory review of the Stormwater System by the engineer

**Condition Subsequent:**

- Subject to a Compliance Hearing prior to first Certificate of Occupancy

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**Chairman Peard opened the Public Hearing**

**Public Hearing**

Master Plan Energy and Economic Development chapters were reviewed, no further changes are needed or requested, this has been available on the web site and distributed to the committee members.

Dillon said the hope is that as time goes on and awareness grows there are opportunities to look address the impending issues of climate change and sustainability.

Carr noted the action plan becomes her work plan, and she will work with various departments. A key element in the Economic Development Plan is building on the “Golden Triangle” of coordination and cooperation between the Town of Jaffrey, Team Jaffrey and Chamber of Commerce for advancing Economic development issues.

Marc Tieger noted the document is meant to be aspirational and he is impressed with work that has been done and this is what we went to the workshops for. He finds it very helpful and it will serve very well as a guide.

Carr noted more opportunities across town, not just downtown. For example Bed & Breakfast in the Mountain Zone, or expanding Farming opportunities in Rural District.

Comments from the public noted the work well done and interest in working with the board to implement the action plans.

On a **motion** by Dupuis, seconded by Dillon to adopt the two chapters of the Master Plan. (7-0-0)

**ZBA DECISIONS**

- ZBA 23-07 - Ben & Keri Coll – *variance & special exception - approved*
- ZBA 23-08 - Laurence Thompson – *variance - approved*
- ZBA 23-09 – COM2 Media/Rob Cummings – *approved*

**ADJOURNMENT**

On a **motion** by Dillon, seconded by Dupuis to adjourn the meeting. (7-0-0)

The meeting adjourned at 8:15 pm

Submitted:

*Becky Newton for Susan Mallett*

Susan Mallett  
Recording Secretary

Attest:

*John Peard*

John Peard  
Planning Board Chair