

1 **MINUTES OF THE PLAINFIELD PLANNING BOARD**
2 **January 4th 2010**
3 **Meriden Town Hall**

4 Members Present: Jane Stephenson Judy Belyea
5 Mike Sutherland Greg Estey
6 Allan Ferguson

7
8 The meeting opened at 7:00pm
9 The December 7th minutes were approved as amended.

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11 **Zoning Change Hearing:** Chairwoman Jane Stephenson opened the posted hearing by
12 reading the description of the two Planning Board proposed changes. The first change
13 will provide enhanced opportunities for workforce housing throughout town by allowing
14 accessory apartments, as defined in the existing ordinance, in all zones with just a
15 building permit from the Select board's office. The second change provides basic
16 regulations governing the installation of wind powered generating devices. Residential
17 scale units are encouraged and easily approved. Larger commercial sized projects with
18 multiple generators units higher than 100' are permitted, but will require a more
19 enhanced local review process as well as the possible need for state permitting.

20
21 No public attended the meeting to comment on the changes. Board members made a final
22 review of the text. Finding no additional changes or issues member Belyea moved to
23 accept the proposals and to forward them on to the Town Clerk for inclusion in the 2010
24 town meeting materials. The motion was seconded and voted in the affirmative on an
25 unanimous vote.

26
27 **Master Plan:** Board members discussed the workshop session with Nate Miller of the
28 RPC held on December 21st (a quorum was not reached for this session so it was not a
29 meeting of the Planning Board). As previously agreed, Nate is working on an update of
30 the Transportation Chapter of the Master Plan. This update will include the regions
31 efforts to establish public transportation links between Claremont and Lebanon, likely
32 resulting in a bus stop in Plainfield. This first stop will likely be on the Route 120 side of
33 town. Nate encouraged the town to be working on establishing park and ride locations
34 both on Route 120 and Route 12A. Initially, these lots will be for carpooling, but as
35 public transportation is established they naturally become bus stops.

36
37 **Other Business:** The Board was reminded that the membership has been invited to
38 attend the Zoning Board's site visit to the Oaks property on Freeman Road this Saturday
39 January 9th. The Site Visit is part of the board's review of a proposal by Alma Gilbert
40 and Peter Smith to establish a museum in three rooms of the main house.

41
42 The meeting adjourned at 8:00pm

43
44 Submitted,

45
46 Stephen Halleran

Jane Stephenson, Chair

MINUTES OF THE PLAINFIELD PLANNING BOARD
February 15th 2010
Meriden Town Hall

Members Present: Jane Stephenson Des Hudson
 Mike Sutherland Greg Estey

The meeting opened at 7:00pm

Greg Estey reported on his recent attendance at the Vital Communities Municipal Network meeting. Presenters at this meeting discussed the workforce housing issue including steps that towns should take to help with compliance. A workbook from the meeting will be coming out soon and should help with the Planning Board's efforts. For 2010 Plainfield has taken the step of proposing a zoning change that will enhance opportunities throughout town for accessory apartments.

The Planning Board spent the most of the meeting working on the Master Plan Update. The board's goal is to make the updated plan entirely web based. Member Mike Sutherland worked the board through one possible approach for accomplishing this goal. Board members were very supportive of this approach and hope that this will make the Master Plan a more useful document to the public. It was noted that there will be some formatting challenges moving from the existing electronic document with charts and graphs to the web based format.

It was determined that for each chapter, recommendations would be tagged with a status line following them where actions taken since the last update could be logged.

Member Greg Estey took the group through his work on the Recreation Chapter. Various edits were discussed with minor changes made throughout the document.

Based on the board's review of RSA 674:2, Chairman Stephenson will work a vision section for the start of the document, Des Hudson will work on the economic base chapter and Stephen Halleran will contact the regional planning commission about the status of the chapters they have agreed to help with (land use, population and transportation).

The meeting adjourned at 9:15pm.

Submitted,

Stephen Halleran

Jane Stephenson, Chair

1 **MINUTES OF THE PLAINFIELD PLANNING BOARD**
2 **March 1st 2010**
3 **Meriden Town Hall**

4
5 Members Present: Jane Stephenson Des Hudson
6 Judy Belyea Allan Ferguson
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9 The meeting opened at 7:00pm
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11
12 **Joseph Bretton/Evelyn Fleming and Paul & Patricia Swigert Annexation:** Chairman
13 Stephenson opened the hearing. Surveyor Chris Rollins walked the board through the
14 application, which is a partial reversal of an annexation done between Brad Wilder and
15 John Hungerford, approved back in 1997. The current annexation involves the transfer of
16 12.94 acres from the Swigert Property (previously Hundgerford) (map 236-lot 5) to the
17 Bretton/Fleming property (map 236-lot 6 200 acres before annexation previously
18 Wilder). As a result of the application, the remaining land, 2.07 acres of the Swigert
19 parcel identified as tax map 236 lot 5 will be annexed to other land of Paul & Patricia
20 Swigert (map 236-lot1) resulting in a parcel of approximately 60 acres. Surveyor Rollins
21 indicated that he believes the application meets the town's requirements for annexation.
22 No abutters wishing to comment, a motion to find the application complete was made
23 seconded and a voted in the affirmative. A motion to approve the application was made
24 seconded and voted in the affirmative.
25

26 **Master Plan Update:** Halleran reported that the RPC is working on a proposal for
27 assisting with the final chapters of the master plan update. In addition, they should be
28 able to for minimal cost help update the maps that are in the current master plan to a web
29 friendly format.
30

31 The meeting adjourned at 8:00pm
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34 Submitted,

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36 Stephen Halleran

Jane Stephenson, Chair
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1 **MINUTES OF THE PLAINFIELD PLANNING BOARD**
2 **March 15th 2010**
3 **Meriden Town Hall**

4
5 Members Present: Jane Stephenson Mike Sutherland
6 Judy Belyea Allan Ferguson

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8
9 The meeting opened at 7:00pm

10
11 The Planning Board continued its work on the Master Plan update. Chairwoman
12 Stephenson shared with the group a draft vision statement to be included in the updated
13 plan.

14
15 Mike McCory of the UVLSRPC will have a proposal for the board's April meeting to
16 update the population and transportation chapters. Also included will be the necessary
17 mapping work for the updated plan.

18
19 The meeting adjourned at 7:45pm.
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Jane Stephenson Chair

1 **MINUTES OF THE PLAINFIELD PLANNING BOARD**
2 **April 21st 2010**
3 **Meriden Town Hall**

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5 Members Present: Jane Stephenson Mike Sutherland
6 Judy Belyea Allan Ferguson
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9 The meeting opened at 7:00pm
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11 The Planning Board continued its work on the Master Plan update. Board members
12 reviewed the work done by member Sutherland to post the revised chapters up on the
13 town's website. The membership was very complimentary of the work and hopes that
14 this new interactive format will be more widely accessed by residents. The board
15 discussed a couple of formatting changes for the web-based document and will continue
16 the update process at their next meeting. Nate Miller of the RPC has promised a draft of
17 the revised Transportation Chapter for the May meetings. In addition, the RPC will begin
18 work on the housing chapter and the agreed upon Master Plan map updates in the coming
19 weeks.
20

21 Board members noted the recent passing, after a long illness, of member Ron Liston.
22 Ron joined the board in 1994 and his common sense approach and dry sense of humor
23 will be missed at meetings. Members signed a card to be send to Ron's family.
24

25 Chairwoman Stephenson reported that member Ruth Cassedy has decided to not seek
26 reappointment to the board. Alternate member Greg Davini will be asked to move to full
27 membership position. The Selectmen are now in the process of accepting names for
28 appointment to all three-town land use boards.
29

30 The meeting adjourned at 7:50pm.
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33 Submitted

Jane Stephenson Chair

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36 Stephen Halleran
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1 **MINUTES OF THE PLAINFIELD PLANNING BOARD**

2 **May 17th 2010**

3 **Meriden Town Hall**

4 Members Present: Jane Stephenson Mike Sutherland
5 Judy Belyea Allan Ferguson
6 Des Hudson Greg Estey

7
8 The meeting opened at 7:00pm
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10 **Hudson Annexation:** Chairwoman Jane Stephenson read the posted notice. She and
11 alternate member Des Hudson both recused themselves from the discussion. Planning
12 Board member Mike Sutherland ran the hearing. The application involves a land swap
13 between two parcels owned by Shirley Hudson on Black Hill Road. The stated goal of the
14 project is to place all of the agricultural farm land on the larger 400 acre parcel (217/15)
15 while maintaining the 82 acre parcel (217/14) at a similar size. No abutters other than
16 Jane Stephenson attended the hearing. In reviewing the plan board members noted
17 several errors on the plan. Two stated acreages were incorrect and procedurally the plan
18 was not in conformance with town regulations. Surveyor Wayne McCutcheon accepted
19 the errors agreeing to make the necessary changes and return for the June 7th board
20 meeting. The hearing was recessed until June 7th.

21 **Master Plan Update:** Nate Miller of the regional planning commission met with the
22 Planning Board to review the draft transportation chapter for the updated Master Plan.
23 Nate explained that he reworked the existing document to be line with regional planning
24 efforts and current transportation issues in the Upper Valley. The board worked through
25 the document, making edits to the old language still in the plan and offering suggestions
26 both additions and deletions. The board was very supportive of the work that has been
27 done and feels that the chapter will assist the town in its future planning. Nate will
28 incorporate the suggested changes into the final draft. All the drafts are now posted up
29 on the town's website.

30 **Plainfield Library:** Dennis Girouard met with the board to discuss plans for adding a
31 16'X24' shed on blocks to the back of the library parking lot. The shed will not be
32 serviced by any hardwired utilities and will not have a permanent foundation. The use of
33 the building is book sale storage. Dennis has letters of support for the project from all
34 abutters and the issue before the Planning Board is whether or not to require site plan
35 review. Despite strong concerns about the size of the shed, the board determined that a
36 site plan would not be required because 1) the building was not permanently attached to
37 the ground, 2) would not be served by utilities, 3) its only use is dry storage had 4) it has
38 neighbor support. The board further noted that if any of these conditions change, a site
39 plan will be necessary.

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41 The meeting adjourned at 9:15pm.

42 Submitted

Jane Stephenson Chair

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44 Stephen Halleran
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1 **MINUTES OF THE PLAINFIELD PLANNING BOARD**

2 **June 7th 2010**

3 **Meriden Town Hall**

4 Members Present: Jane Stephenson Mike Sutherland
5 Judy Belyea Allan Ferguson
6 Des Hudson Mary Barnes
7
8

9 The meeting opened at 7:00pm
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11 **KUA Site Visit:** The Planning Board visited one of several sites that KUA might utilize
12 for an indoor athletic facility. The proposed building is approximately 130'x220'. The
13 KUA favored site is located between the back of the Ice Hockey Rink and the Tennis
14 Courts. The Board provided KUA preliminary and nonbinding comments on the
15 proposed parking area and proximity to Chellis Pond wetland area but given the
16 relatively small size of the developable land and the large size of the proposed building
17 the board shared the feeling that KUA might be better served to continue to investigate
18 the second site, an existing athletic field located off Chellis Road. In any case, both sites
19 will require relief by the ZBA from the zoning ordinance 50' buffer setback from a
20 wetland area.
21

22 New member Mary Barnes was sworn in by Selectboard member Judith Belyea.
23

24 **Hudson Annexation:** Chairman Stephenson and Alternate Hudson both recused
25 themselves from these discussions. Surveyor Wayne McCutcheon presented the board
26 with a revised plan for the Hudson project. The errors and omissions identified at the
27 last meeting have now been corrected and acreage amounts adjusted. See May 17th
28 minutes for background.
29

30 As corrected tax map 217 lot 14 will, as a result of the annexation, be reduced from 82.2
31 acres to 66.3 acres. Tax map 217 lot 15 will, as a result of the annexation, be increased
32 from approximately 420 acres to 436 acres. There being no other comments a motion to
33 find the application complete was made seconded and voted in the affirmative. A motion
34 to approve the annexation followed and was seconded and approved.
35

36 **Master Plan Update:** Halleran reported that the contract has now been approved and
37 signed to have the RPC do the remaining update work on the town's master plan. That
38 work is now ongoing. Mike Sutherland noted that with board permission he will post all
39 the draft chapters of the master plan in one location on the website. Board members felt
40 this was a good idea.
41

42 The meeting adjourned at 8:15pm
43

44 Submitted

Jane Stephenson Chair

45
46 Stephen Halleran
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1 **MINUTES OF THE PLAINFIELD PLANNING BOARD**
2 **July 19th 2010**
3 **Meriden Town Hall**

4 Members Present: Jane Stephenson Mike Sutherland
5 Judy Belyea Allan Ferguson
6 Mary Barnes Jeff Allbright
7 Des Hudson-alt

8
9 The meeting opened at 7:00pm

10
11 **Master Plan Update:** Chairwoman Jane Stephenson has agreed to work on the
12 recreation chapter. Halleran will forward to her the most recent draft. Members felt that
13 Recreation Director Dan Cantlin and School Athletic Director Brandon Fied should also
14 review the chapter.

15
16 The regional planning commission should have the initial draft of the land use chapter
17 and maps ready for board review in early September. The Planning Board hopes to have
18 a public hearing on the updated plan in October.

19
20 **KUA Indoor Turf Field:** Jim Gray CFO, Doug Plummer Head of Buildings and
21 Grounds, Pat Buccello from Pathways Consulting all met with the Planning Board to
22 continue informal discussions about the possibility of constructing a 160'x220' Indoor
23 Turf field complex beside the Tennis Courts off Campus Way. KUA has looked at other
24 sites, but continues to feel that this one is the best for the school and the town. This will
25 place the building entirely within the interior of the campus and should minimize the
26 visual impact on neighbors to the school. The building will have minimal amenities but
27 will be connected to Meriden Village water and sewer.

28
29 The building will either be a Butler style steel building or a fabric hooped type structure.
30 Parking is a significant issue, the proposed location eliminates about 60 required spaces
31 for the Hockey Rink/Arts Center. Pat Buccello noted that by reconfiguring the parking
32 lot many of the lost spaces can be regained and by adding a small parking lot to the north
33 of the tennis courts the required 204 spaces will be back in place. KUA hopes to seek an
34 alternative parking plan for the new facility, feeling that only 15-20 additional spaces are
35 necessary to support this practice facility which has no spectator seating. The building
36 will be available for rentals.

37
38 Doug Plummer noted that an emergency access road that goes up onto Chellis Road does
39 provide an alternate way out to a public road from the Campus Way parking should
40 Campus Way become blocked or tied up in some way.

41
42 The project will require two special exceptions from the ZBA (parking and wetland
43 buffer) and an approved site plan from the Planning Board. A joint meeting is being
44 considered.

45

1 Board members felt that given the size of the building and the amount of activity that will
2 be focused on this relatively small part of campus (Art Center, Hockey Rink, Indoor
3 Turf) that KUA will need to really focus on the 31 areas of concern found on the town's
4 site plan review checklist. In addition the following was also of concern and should be
5 addressed during site plan review: luminescence data on proposed building as well as
6 more specific data on the building; possibility of coordination between theatre group and
7 athletics to minimize overlap events; intensity of use of the new field; comparable data
8 from similar field sites; aesthetic and safety impacts of reduction in parking foot-print;
9 need for DES permits. The board also expressed an interest in learning more about where
10 the dislocated items (storage containers, bus parking) will be moved to. The board noted
11 that the review is likely to be lengthier if pertinent info is not forthcoming early in
12 process.

13
14 Board members thanked KUA for continuing to involve them early in the process, but
15 also continued to have reservations about this site for the facility. The need for a peer
16 review of the plans for drainage and life safety compliance was also discussed.

17
18 The meeting adjourned at 8:30pm.

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21 Submitted

Jane Stephenson Chair

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23 Stephen Halleran
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1 **MINUTES OF THE PLAINFIELD PLANNING BOARD**
2 **August 2nd 2010**
3 **Meriden Town Hall**

4
5 Members Present: Jane Stephenson Mike Sutherland
6 Allan Ferguson Mary Barnes
7 Des Hudson-alt

8
9 The meeting opened at 7:00pm

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12 The minutes of July 19th were approved as amended.

13
14 **Master Plan Update:** The board spent the meeting working on the recreation chapter of
15 the master plan. Input is being solicited from both the town's recreation director and the
16 school's athletic director. Board members felt that the chapter could use both updating
17 and reorganization of the content. The Townsend Bridge and surrounding trail areas also
18 need to be added to the text.

19
20 **Other Business:** The board's next meeting will feature continued informal discussions
21 with KUA concerning the indoor turf field facility. In addition, it's possible that Paul
22 Toms owner of the former Runnemedede School building will be in to discuss the
23 possibility of the Unity School leasing the building for a year.

24
25 The joint Planning Board / ZBA hearing on the KUA turf field will likely be August 30th.

26
27 The meeting adjourned at 8:20pm

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30 Jane Stephenson, Chair

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1 **MINUTES OF THE PLAINFIELD PLANNING BOARD**
2 **August 16th 2010**
3 **Meriden Town Hall**

4 Members Present: Jane Stephenson Mike Sutherland
5 Judy Belyea Allan Ferguson
6 Mary Barnes Jeff Allbright
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9 The meeting opened at 7:00pm
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12 **Paul Toms:** Mr. Toms and Chip Baldwin Principal of the Unity School District met
13 with the Planning Board to discuss the possibility of the Runnemedede building being
14 used by the Unity School District while their facility is under construction. It was
15 noted that the building was originally approved, constructed and inspected as a private
16 K-12 School of about 150 students. The Unity School has about 100 K-8 students.
17 Plainfield Police Chief Roberts attended and participated in the discussions. While
18 some work would be necessary to ensure the safety of the school children, Chief
19 Roberts felt that having the school in town would not pose any special burden on his
20 department.

21 Generally, board members felt this was a good use of the facility and saw few, if
22 any issues with the idea. A public school is a permitted use in the VR zoning district.
23 After some discussion the board did feel that holding a public hearing on the proposal
24 was warranted as a way of providing information about the proposal to the Plainfield
25 Village area. If the building is needed, a site plan review will be scheduled for
26 September 7th. The use of the Plainfield building will depend on the outcome of
27 several town votes in Unity on August 23rd.
28

29 **Kimball Union Academy:** Halleran distributed materials to board members for the
30 August 30th joint hearing with the Zoning Board concerning KUA's request to
31 construct a 150' X240' indoor turf facility adjacent to the tennis courts on Center
32 Campus Drive. CFO Jim Gray met with the board to discuss his proposed parking
33 arrangement for the project. Jim notes that of the 204 spaces originally constructed for
34 the Art Center and Hockey Rink, 31 are being used by day students and faculty for car
35 storage and parking. These 31 will be relocated in part to a new small lot off Chellis
36 Road and around campus. In addition KUA will construct, adjacent to the Tennis
37 Courts a lot large enough to replace the spaces being covered over by the proposed
38 building. The Planning Board was not immediately enthusiastic about this approach,
39 noting that the Art Center and Hockey Rink require 204 spaces and that the new
40 facility will need some additional new number of spaces. Board members also
41 expressed concern that simply controlling water coming off the new building into the
42 wetland area is not a valid reason for the ZBA to allow an encroachment into the
43 wetland buffer. Handling the storm water from the building would be required
44 regardless of the location.

1

2 **Other Business:** Jim Gray took a few minutes to explain to the board some of the
3 details concerning the ongoing Miller renovation and the planned crosswalk from
4 Miller to the East side of Main Street. Plans for the new crosswalk are being reviewed
5 by the NH DOT which owns Main Street from Route 120 to the top of the hill.

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7 The meeting adjourned at 8:30pm.

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10 Stephen Halleran

Jane Stephenson, Chair

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draft

**MINUTES OF THE ZONING BOARD OF ADJUSTMENT
&
PLANNING BOARD
JOINT MEETING MONDAY AUGUST 30TH 2010**

MERIDEN TOWN HALL

Zoning Board

Members Present: Richard Colburn, Chairman Ted Moynihan
Brad Atwater William McGonigle
Stephen Sheehan

Planning Board

Members Present: Mike Sutherland, Chair Judy Belyea
Des Hudson Allan Ferguson
Mary Barnes Jeff Albright

Others: Fire Chief David Best
Police Chief Paul Roberts
Abutter Lori Estey
Resident David Chellis
Project Eng. Pat Buccellato Pathways Consulting
KUA COO Jim Gray

Kimball Union Academy Field House Project:

The meeting opened at 6:30pm with a site visit to the proposed KUA Field House to be located adjacent to the tennis courts and hockey rink, accessed from Campus Center Drive.

Starting in the northwest corner of the proposed building Jim Gray and Pat Buccellato walked the group in a counter clockwise direction around the proposed perimeter. The facility will be 160' wide 220' long and will house an artificial turf field. The building will go from about 15' from the tennis court fence to just over the existing bank that falls away to the Chellis Pond wetland area. KUA is proposing to replace parking being lost by the construction of the facility by building a small 34 car lot on the north side of the Tennis Courts. Unrelated to this project a new parking area has also been constructed adjacent to the field hockey field on Chellis Road. KUA will be removing 31 student vehicles that have been using some of the 204 spaces required for the Art Center and Hockey Rink. These cars will be dispersed around the campus. Therefore, the approval of an alternative parking plan from the ZBA is necessary. That plan basically relies on redistributing vehicles so that the existing parking lot will support the art center, hockey rink, turf field and the new field house.

Pat Buccellato provided a basic review of the proposed drainage system for the new building. Runoff from the facility and surrounding grounds will be collected and treated on site using drip strips and scour holes before discharging in a controlled manner into the wetland area. No state wetland permit is necessary for the project, but KUA does need permission from the ZBA to disturb earth within the 50' buffer zone for the wetland.

1
2 Campus Center Drive (private 18' lane) that will now serve as the primary access for three large
3 structures was an area of concern. An emergency lane does exist from the parking lot area to
4 Chellis Road. By previous agreement this road is not used as a primary access to the parking
5 area. Its only use is for service vehicles and emergency vehicles. The board completed its walk
6 around the site by looking at the new field hockey field parking area and how it related to the
7 proposed 34 car lot to be built adjacent to the tennis courts.
8

9 **The site visit ended at 7:15pm and the group moved up to the Meriden Town Hall for the**
10 **public hearing.**

11
12 Zoning Board Chairman Richard Colburn ran the meeting. Public notice for the hearings were
13 read and KUA COO Jim Gray along with Pathways Consulting and ORW Landscape Architects
14 walked the group through the details of the project.:
15

16 The facility will be 160' wide 220' long and will house an artificial turf field. Building height will
17 be 35' or less. The building will be used as a practice facility for various sports. No fixed seating
18 and no organized sporting events will take place in the building. A 20' x 30' entry building will
19 be located on the west side of the facility to house changing rooms. The expectations are that the
20 facility will be used by no more than 25 people at any one time, hours of operation are proposed
21 at 9:00am to 10:00pm during weekdays. The building will be available for rentals by outside
22 clubs. While not yet finalized a fabric hooped type structure is currently envisioned that will be
23 green in color with a white strip along the top to allow sunlight in during the day. Inside lights
24 will be directed downward onto the playing service. The building will go from about 15' from
25 the tennis court fence to just over the existing bank that falls away to the wetland area. KUA is
26 proposing to replace parking being lost by the construction of the facility by building a small 34
27 car lot on the north side of the Tennis Courts, but is not proposing any significant increase in
28 spaces over the 204 that are currently required by the Planning Board to serve the Hockey Rink
29 and Arts Center. KUA will be removing 31 student vehicles that have been using some of the
30 204 spaces. These cars will be dispersed around the campus.
31

32 Pat provided a detailed review of the proposed drainage system for the new building. Runoff
33 from the facility will be collected and treated on site using drip edges and scour hole structures
34 before discharging in a controlled manner into the wetland area. No state wetland permit is
35 necessary for the project, but KUA does need permission from the ZBA to disturb earth within
36 the 50' buffer zone for the wetland. Understanding that to be granted permission to work within
37 the 50' wetland buffer the drainage system for the new structure has been designed to handle
38 flows from a 25 year storm; the regulations only require a design for a 10 year storm. Board
39 members noted that if either the building were narrowed or the tennis courts relocated the need
40 for the wetland buffer encroachment would be eliminated.
41

42 Turning to the renderings of the building, the large structure will be most visible from Chellis
43 Road. Plantings of various trees and shrubs are proposed to landscape the facility and
44 replacement parking area. Jim Gray noted that of the three locations considered for the facility
45 (this one, Route 120 and up a level on Chellis Road), KUA feels this one provides the least visual
46 impact to the community and the best access to the facility from the campus for students.
47

48 Both Fire Chief Best and Police Chief Roberts feel that Campus Center Drive is very narrow and
49 alone might not be adequate for the intensity of use that is dependent on it. Chief Best indicated
50 that a complete review from a Fire Protection Engineer will be necessary prior to construction.
51 Jim Gray noted that KUA has narrowed the roadway with pedestrian safety in mind; the drive is

1 still wide enough to accommodate two way traffic. The Chellis road access provides additional
2 access in the event of an emergency.

3
4 Abutter Lori Estey expressed concerns about student activity in and around the building late at
5 night and also concerns about noise from the mechanical systems for the building. Ventilation
6 blowers will be necessary and in the future the facility may be warmed from the heat produced by
7 the compressors for the hockey rink.

8
9 Summary of the major issues from the hearing:

10
11 A full review of the proposed drainage system for the new building and how well it will function
12 both in summer and winter conditions is needed.

13
14 A better understanding of the existing wetland area and how the existing and proposed facilities
15 will impact it is necessary.

16
17 More details on the way the parking lots and Campus Center Drive will function during
18 simultaneous events at both facilities.

19
20 More details are needed on where the five or six storage boxes currently on the site will be
21 located along with the proposed locations for parking the displaced cars around campus. On
22 street parking is not a long-term option.

23
24 Complete details on the proposed building both from a code compliance, but also from an
25 aesthetic perspective are necessary. In addition, as well as a better understanding of what the
26 structure will look like at night and will it sound like during operations?

27
28 To address many of these concerns both the Planning Board and the Zoning Board agreed that the
29 involvement of Town Engineer Lou Caron would be beneficial. Caron Engineering was very
30 helpful during the construction of the outdoor lighted turf field. Town Administrator Halleran
31 was tasked with organizing this review, which will be done on behalf of the town, but at the
32 applicant's expense.

33
34 The joint hearing was closed at 9:20pm. While many of these issues are related to each other and
35 both boards will now move forward with their own review of the project. The ZBA focused on
36 the wetland buffer special exception request and the alternative parking plan. The Planning board
37 with its Site Plan Review powers will try to better understand the public safety, operational, and
38 aesthetic issues surrounding the project.

39
40 The next meeting on the proposal will likely be September 20th, September 27th and possibly
41 October 4th.

42
43 The joint meeting adjourned at 9:45pm.

44
45 Submitted,

46
47 Stephen Halleran

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49 Richard Colburn, ZBA Chair

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51 Mike Sutherland PB Chair

1 **MINUTES OF THE PLAINFIELD PLANNING BOARD**
2 **September 27th 2010**
3 **Meriden Town Hall**

4 Members Present: Jane Stephenson Mike Sutherland
5 Judy Belyea Allan Ferguson
6 Jeff Allbright
7

8 The meeting opened at 6:15pm at the proposed site for the KUA field house.
9

10 The group again walked the site and discussed traffic flow, parking, building size and location.
11 The project has now received three necessary approvals from the ZBA. These approvals include
12 a wetland buffer encroachment, a building height exception to 42' and an approved parking plan
13 that requires at least 25 additional spaces for the new building. During the walk it was noted that
14 there is space on the north side of the access drive to the new lots for even more additional
15 parking if necessary. At the moment KUA would prefer to keep that area as green space, but
16 parking could be expanded there if needed. The school firmly believes that they can contain all
17 necessary parking to inside the campus and do so in a way that is safe for pedestrians. A walk
18 way has now been added to the plans from the upper parking areas to the main lot.
19

20 During the site walk the width of Campus Center Way was also a focal point for discussion along
21 with modifications for the parking lots, existing and proposed, to accommodate the new facility.
22

23 The group moved up to the Meriden Town Hall and continued the hearing on the site plan for the
24 project. KUA CFO Jim Gray updated the board on the plans for the new building the 150' X
25 240' building will be steel and will have a slightly pitched roof, something like 6" in 12'. The
26 building will be 42' high. The school objects to widening Campus Center Way, noting that
27 based on KUA experience if it is widened the new road will likely have unapproved parking
28 occurring along it effectively narrowing it again.
29

30 Rental of the new facility was discussed; Jim Gray noted that while no contracts are in place the
31 school does plan to rent the facility to soccer clubs. He repeated that the building is only a
32 practice facility; no games will be played inside it. Selectman Taylor suggested that the facility
33 should be reviewed as though it's going to be used extensively rather than trying to gain approval
34 by limiting its proposed use.
35

36 Fire Chief Best noted if the facility is going to have significant numbers of people in it, the
37 building will likely need a sprinkler system. KUA noted that the building and its proposed uses
38 will be fully reviewed by a fire protection engineer before a building permit is requested.
39

40 Town Engineer Lou Caron reviewed the major recommendations of his reports. KUA has
41 incorporated all of the recommendations from the September 16th report and is just now
42 considering the September 27th report which is based on the revised plans and the Zoning Board
43 decision from last week. Lou, after talking with both the Fire Chief and the Police Chief feels that
44 Campus Center Way should be widened to a width of 20' and that the access road to the two new
45 parking lots toward Chellis Road should be widened to 18'. The culverts near the existing parking
46 lot will need to be widened as part of this work. Chellis Road will continue to serve as an
47 emergency access only, but on the recommendation of the Fire Chief the turning apron needs to
48 be expanded to accommodate a fire truck making a left onto the access road from Chellis Road.
49

1 In addition, Mr. Caron feels that if the access loop down to the back of the hockey rink were
2 widened slightly near the new field house this would assist large vehicles trying to get turned
3 around in that area.

4
5 Wetland Specialist Bruce Gilday reported on this work, noting that he finds the wetland area to be
6 stable and well functioning. Because of the storm water treatment that is planned for the new
7 building the developed site will likely have less impact on the wetland than the untreated parking
8 lot that it replaces. Mr Gildan further noted that KUA could bench mark the wetland area and
9 periodically check its condition. Such a plan would also likely include goals for improving the
10 wetland area and adjacent buffer.

11
12 Jane Stephenson said noted that she feels strongly that before any additional KUA projects are
13 proposed KUA must update the overall master plan for the campus and bring this to the PB for
14 discussion. A traffic study should be part of any future proposals. Selectman Rob Taylor noted
15 that the Select board's office is concerned with various issues, the lack of street lighting late and
16 night on Main Street, cars parking along Main Street and Chellis Roads. In short, internal
17 changes to the campus are having impacts to Meriden Village.

18
19 Focusing on the current project, board members felt that the parking plan as approved by the
20 ZBA is workable, particularly given that there is space near the site to expand parking even
21 further if necessary. The access road to these lots must be widened. Parking lot lighting was
22 also discussed. One additional new light will result. Two are being removed and three are being
23 added, all will have full cut off fixtures.

24
25 Board members felt that at a minimum the Campus Center Way curbing to at the intersection of
26 Main Street must be eliminated or modified to better suit a fire truck and that the width of
27 Campus Center Way must be widened to at least 20'. After discussing it, adding 2' of gravel or
28 hard pack to the existing drive was determined to be permissible until such time as the roadway
29 needs to be repaved. The chain fence will be moved back to accommodate the 20' width.

30
31 Board members deferred any further action on the project until all the various changes agreed are
32 shown on a revised plan. Judy Belyea felt that the new parking lot behind Miller should also be
33 represented in the final project file. The board will next consider the project on October 4th.

34 Changes on the plan to include:

35 Add the widening of Campus Center Drive

36 Add the widening of the parking lot access drive and culvert

37 Adding the field hockey parking lot to the plan

38 Add the possible future parking lot to the plan

39 Add the to be widened section of the hockey rink access road

40 Add any proposed outside lighting to the new structure

41
42 **Master Plan Maps:** Board members met with Rachel Ruppel of the RPC to review the new map
43 for the master plan update. Board members reviewed each map offering comments about content
44 and visual layout. Rachel noted that it's a balancing act between trying to provide valued
45 information, but also dealing with limitations of viewing the new document on a computer screen.
46 Rachel will take the suggestions from the meeting and develop new drafts.

47
48 The meeting adjourned at 9:45pm

49 Submitted,

50 Stephen Halleran

Jane Stephenson PB Chair

51

1
2 **MINUTES OF THE PLAINFIELD PLANNING BOARD**
3 **October 4th 2010**
4 **Meriden Town Hall**
5

6 Members Present: Jane Stephenson Mike Sutherland
7 Judy Belyea Allan Ferguson
8 Jeff Allbright Mary Barnes
9

10 **Townsend/Keen Annexation:** Surveyor Chris Rollins explained the project to the board. The
11 plan calls for transferring .58 acres from tax map 105 lot 5 owned by the Townsends to tax map
12 105 lot 4 owned by the Keen's. Both properties front on Bonner Road and will continue to be
13 conforming in respect to acreage and shape. No road frontage is involved in this transaction
14 which is primarily focused on allowing the Keens to control a bank of trees in the event that they
15 wish to install solar panels. There being no questions a motion to find the application complete
16 was made, seconded and voted in the affirmative. A motion to approve the application followed
17 was seconded and voted in the affirmative.
18

19 **Edgewater Farm Stand:** Owner Lockwood Sprague explained that the farm is hoping to replace
20 the existing farm stand on Route 12A with a larger building to include a kitchen where some
21 food preparation for resale will take place. There are no plans for a restaurant at this time, the new
22 kitchen will allow the farm to more fully use its products. The new building will include an ADA
23 accessible bathroom. The flower barn to the north end of the existing farm stand will remain, but
24 the other building will be taken down. The exterior of the new building will be much the same as
25 it currently is with rough siding, rustic by design. Few if any new outside lights will be added.
26 The farm might like to illuminate its sign. Retail space will increase by only about 10%, the main
27 addition is the commercial kitchen. Currently, when filled to capacity the main lot holds about 14
28 cars. If necessary in the future, a second parking area could be built to the south, which when full
29 would hold another 10-12 cars. Employees park either at the main farm on River Road or behind
30 the stand.
31

32 Halleran noted that in discussing the project with the NHDOT a paved apron might help cars
33 exiting the stand achieve safe traffic speed more safely.
34

35 Fire Chief Frank Currier noted that he has reviewed the plans for the project and has no particular
36 concern with the commercial kitchen. The kitchen does not include a deep fat broiler and since
37 there is no sleeping quarters in the building fire suppression is not necessary.
38

39 Abutter Cherrie Torrey explained her two concerns. The first is traffic on Route 12A. Cherrie
40 feels that a sign to the south might help provide advance notice to motorists of the stand. Cherrie
41 added that having worked at the stand for many years she does not feel the proposed renovations
42 will result in the need for more customer parking. The project emphasis is really on operations,
43 not retail space. Noise is her second concern, but she acknowledged that there is not much that
44 can be done about that.
45

46 In reviewing the project, the Planning Board developed this list of conditions for an approval.
47

- 48 1. State review of a paved apron for the existing parking area
- 49 2. State review of the proposed curb cut for future parking
- 50 3. Erosion control during construction

1 4. Full cut off fixtures for any outside lighting

2 5. Additional signage to the south

3

4 The Planning Board agreed to review the current parking in one year to see how the new facility
5 was functioning.

6

7 Member Stephenson moved to approve the site plan as conditioned above. The motion was
8 seconded and voted in the affirmative.

9

10 **KUA Field House:** Member Allan Ferguson again recused himself from the discussions as he is
11 a member of the KUA Board of Trustees. Jim Gray and Pat Bucellato reviewed the revised site
12 plan for the field house. Pat has incorporated the changes requested by the board last meeting. As
13 a result the plan now includes:

14

15 The necessary widening of Campus Center Drive.

16 Widening of the parking lot access drive and culvert extension.

17 The field hockey parking lot.

18 The possible future parking.

19 The necessary widened section of the hockey rink access road.

20 Proposed outside lighting to the new structure.

21

22 Chairman Stephenson asked the Caron Engineering be used to monitor construction. Jim Gray
23 agreed to this on behalf of KUA.

24

25 There being no other issues a motion to approve the site plan for the field house was made
26 seconded and voted in the affirmative.

27

28 **Other business:** The board completed the meeting by amending previous the August 2nd and 16th
29 minutes along with the September 27th minutes.

30

31 The meeting adjourned at 9:00pm

32

33 Submitted,

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35 Stephen Halleran

Jane Stephenson PB Chair

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1 **MINUTES OF THE PLAINFIELD PLANNING BOARD**
2 **October 18th 2010**
3 **Meriden Town Hall**
4

5 Members Present: Jane Stephenson Mike Sutherland
6 Allan Ferguson Jeff Allbright
7 Mary Barnes
8
9

10 The meeting opened at 7:00pm
11

12 **David and Kim Smith Preliminary Consultation:** Surveyor Wayne McCutcheon along with
13 Kim and David Smith met with the board to discuss a possible three lot subdivision of the
14 Smith's property located on Brook Road (map 215 lot 7). The land is currently used as a gravel
15 pit that will be closed and converted to as many as three house lots. At issue is there need for a
16 waiver to allow for three lots to be accessed from a single driveway and overall lot shapes. The
17 existing gravel pit access road is proposed for the single driveway. The lot's frontage is very
18 steep and the only other option would be to utilize an existing right of way that cuts right through
19 an abutter's property to access one of the three lots.
20

21 Board members expressed some concern over the three lots from one drive scenario, but did state
22 that if it were allowed; deeding back the right of way to the abutter would likely need to be part of
23 the package.
24

25 Halleran questioned whether the lots could be configured in more regular shapes if the five acre
26 parcel was reduced to 3.5 acres with only 200' of frontage. This would allow the adjacent parcel
27 to qualify for current use. The third proposed parcel already is 16 acres and could be reduced in
28 size if needed.
29

30 Surveyor McCutcheon noted that as configured the applicant does not have to go through state
31 approval, but that if one of the lots drops below 5.0 acres state approval would be necessary.
32 Surveyor McCutcheon indicated that all three would pass state approval how over that process is
33 more expensive and time consuming.
34

35 Chairman Stephenson noted that the board cannot make any decision during preliminary
36 consultations. She did however encourage the applicant to bring forward additional information
37 about the right of way, possible lot configurations and access points. Surveyor McCutcheon
38 agreed and noted that the owners will request a second preliminary in the coming months.
39

40 **Master Plan:** The Planning Board spent the rest of the meeting making final edits to the
41 Transportation Chapter of the Master plan.
42

43 The Board's next meeting is scheduled for Monday November 1st
44

45 Submitted,
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47 Stephen Halleran

Jane Stephenson PB Chair

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1 **MINUTES OF THE PLAINFIELD PLANNING BOARD**
2 **November 1st 2010**
3 **Meriden Town Hall**

4
5 Members Present: Jane Stephenson Mike Sutherland
6 Allan Ferguson Jeff Allbright

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9
10 The meeting opened at 7:00pm

11
12 The October 18th minutes were approved as amended.

13
14 **Zoning Change discussion:** The Planning Board determined that there were no large scale
15 zoning changes planned for 2011, but that some minor changes might be put forward to bring the
16 zoning ordinance into conformance with current planning standards. For example, the ordinance
17 still calls for parking spaces to be 10'x20' in size, when in many cases zoning ordinances today
18 allow spaces to be smaller than that. Halleran pointed out that often during site plan reviews the
19 PB is constrained by the zoning ordinance requirements which cannot be waived

20
21 A bigger issue under consideration might be allowing three homes to be accessed off a single
22 common driveway, currently two is allowed, with three occasionally permitted.

23
24 **Master Plan:** Chairman Stephenson walked the group through some of the changes she has made
25 to the draft of the recreation chapter. Most of these changes centered on developing an update
26 inventory of Plainfield recreation resources. Mike Sutherland will post the amended chapter up
27 on the town's website.

28
29 **Other business:** To improve communications with the Conservation Commission and to allow
30 the group to participate in the earliest stages of land use board applications all Planning Board
31 and Zoning Board meeting information will be forwarded to the Chairman of the Conservation
32 Commission for distribution as the Chairman determines is warranted.

33
34 The meeting adjourned at 8:45pm.

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36 Submitted,

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38 Stephen Halleran

Jane Stephenson PB Chair

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1 **MINUTES OF THE PLAINFIELD PLANNING BOARD**
2 **December 6th 2010**
3 **Meriden Town Hall**

4
5 Members Present: Jane Stephenson Mike Sutherland
6 Allan Ferguson Mary Barnes
7 Judy Belyea

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10
11 The meeting opened at 7:00pm

12
13 The November 1st minutes were approved as amended.

14
15 **Master Plan Update:** Steve Halleran reported that Mike McCorrey from the regional planning
16 commission (RPC) will be attending the December 20th meeting to review the draft land use
17 chapter of the master plan. Mike will also bring with him the amended maps that were discussed
18 with the RPC staff in late September.

19
20 **Seventh Day Adventist Church:** A preliminary discussion had been set up for this meeting to
21 discuss the church's plans for the former Runnemedede School building which they purchased last
22 month at auction. No representative of the church being present, the meeting will be rescheduled
23 for later in the month.

24
25 The meeting adjourned at 7:45pm.

26
27 Submitted,

28
29 Stephen Halleran

Jane Stephenson PB Chair

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1 **MINUTES OF THE PLAINFIELD PLANNING BOARD**
2 **December 20th 2010**
3 **Meriden Town Hall**

4
5 Members Present: Jane Stephenson Mike Sutherland
6 Allan Ferguson Jeff Allbright
7

8
9 The meeting opened at 7:00pm

10
11 The minutes of December 6th were approved as amended.
12

13 **Seventh Day Adventist:** Brue Conrad met with the board to discuss the church's evolving plans
14 for the former Runemed School building. The church purchased the building at auction and will
15 eventually move all of its functions to the site. About 50 church members attend a weekly service
16 and the 1-8 school currently has only six students and a single teacher. The church also operates a
17 small health food store. In time the church may want to use one of the building's wings for some
18 commercial businesses. Planning Board members agreed with Zoning Administrator Halleran's
19 position that based on the level of review the building has already had, giving the church some
20 time to figure out a plan is warranted. The group noted that religious institutions are allowed in
21 the Village Residential zone by right and that a school of only six students would likely be
22 accessory to the church function.
23

24 **Public Transportation:** Rod Wendt and Chris Dye met briefly with the Planning Board to
25 discuss a project they are involved with out of the Upper Valley Interfaith Project and the RPC to
26 coordinate some public transportation options between Claremont and Lebanon along Route 120.
27 Establishing a park and ride and eventually a bus stop in Meriden seems an obvious outcome for
28 their local efforts. Chairman Stephenson concurred noting that the Planning Board has been
29 involved in some very similar discussions and would like to play a role in establishing park and
30 rides on both sides of town. Rod will be meeting with local employers and land owners including
31 KUA to discuss various options. The Planning Board asked to be kept informed about the project
32 and noted that they too have discussed possible sites park and ride/bus stop sites both on Route
33 120 and Route 12A.
34

35 **Master Plan Update:** The Planning Board spent the rest of the meeting working with Mike
36 McCorrey on a draft of the land use chapter for the ongoing Master Plan update.
37

38 The meeting adjourned at 9:15pm.
39

40 Submitted,

41
42 Stephen Halleran

Jane Stephenson PB Chair

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