

**Hopkinton Planning Board**  
**Minutes**  
**September 27, 2006**

Vice Chairman Timothy Britain opened the Hopkinton Planning Board public hearing of Wednesday, September 27, 2006, at 7:00 PM in the Town Hall. Members present: Bethann McCarthy, Cettie Connolly, Edwin Taylor, Michael Wilkey, and Clarke Kidder. Members absent: Jane Bradstreet, Celeste Hemingson, and Chairman Bruce Ellsworth.

---

**I. Conceptual Consultations**—There were no conceptual plans presented.

**II. Applications**—

#2006-14 Town of Hopkinton, NH— Applicant was to request Site Plan Review approval to construct a senior center on property known as Houston Field, located off Pine Street in the VB-1 (village commercial) district, shown on Tax Map 221 as Lot 83.

Selectman Don Lane addressed the Planning Board advising that engineer Erin Reardon and architect Eric Palson were present to present plans of the proposed senior center to be constructed at Houston Fields. It is anticipated at the construction will begin within thirty (30) days with opening of the center to be in April or May of 2007.

Erin Reardon of Nobis Engineering presented a site plan and a construction detail plan of the property. The proposal is to construct a two-story, 3,500 square foot building with thirty-six (36) standard parking spaces and four (4) handicapped spaces. Based on the parking requirements in the Zoning Ordinance eighteen (18) spaces are required. Ms. Reardon reviewed the site plan with the Planning Board, explaining the limits of the two-way vehicular access around the building, the relocation of the building from when the proposal was discussed with the Planning Board at the August meeting, which included the relocation of the drainage swale along side the road. All utilities for the structure will be located underground with connections to municipal water and sewer. The site plan also included two (2) new retaining walls that will require the construction of wooden guardrails due to the elevation of the access road in the area.

Mr. Taylor noted that the Lighting Ordinance requires that there be horizontal cut-offs for the exterior lighting.

Mrs. McCarthy then inquired about the need for the guardrail. In response, Ms. Reardon explained that the guardrail is needed for safety as there will be parking along side the steep slope.

Vice Chairman Britain questioned whether the design presented is different than that reviewed with the Planning Board at the August meeting. In response, Ms. Reardon advised that the building has since been relocated to reduce the impact of ledge in the area, there will be more parking in the upper lot, rather than the lower level, and the size of the canopy is smaller than was previously proposed.

Mrs. McCarthy inquired as to the reason for paving a limited portion of the access road, rather than leaving it gravel. Ms. Reardon noted that pavement was suggested to assist in maintenance of the road; however, they would be willing to consider leaving it gravel.

Vice Chairman Britain asked Ms. Reardon if there were a need for waivers from any of the requirements of the Site Plan Review regulations. Ms. Reardon replied no.

Ms. Reardon reviewed the lower level access drive, along with the canopy with the Board. In designing the loop around the canopy they were unable to make the turning radius so that it could accommodate a fire truck. However, the access drive to the building is more than sufficient in width for emergency medical vehicles to pull up along side the building. Ms. Reardon noted that the Fire Chief has expressed no concerns with the access road.

Mrs. McCarthy noted that the regulations allow for an 18-foot roadway width for two-way traffic, as opposed to the 20-feet that is proposed.

Mr. Wilkey expressed concern with emergency vehicle access to the building. Mrs. Connolly concurred, stating that she would like to hear comments from the Fire Chief. Mr. Wilkey then questioned whether the width of the access drive, under the canopy, would be adequate in width for the doors of a rescue vehicle to be open. Ms. Reardon stated that there will be more than enough room as in addition to the 10-foot drive there will be additional space that includes the sidewalks, adjacent to the building.

Architect Eric Palson of Sheerr, McCrystal and Palson addressed the Planning Board presenting an elevation view of the southerly side of the proposed building. Mr. Palson explained that there will be a single door under the canopy that will access the lower level. Mr. Wilkey suggested that consideration be given to having double doors for emergency purposes. Mr. Palson then reviewed the floor plans of the proposed building, estimating the capacity of approximately 100 people with table and chairs in the first floor main room. In response, Mr. Wilkey expressed concern with the possibility that 100 seniors, during an emergency, trying to exit from the main room utilizing the one door. Mr. Palson advised of other locations, such as off the kitchen and stairway, for people to exit the building. He also stated that the building will have sprinklers. Vice Chairman Britain then questioned the total capacity of the building. Mr. Palson estimated a total capacity of approximately 250 people.

Vice Chairman Britain inquired as to whether there was a construction schedule available. Selectman Lane replied no, explaining that they hope to begin construction within 30-days.

Ruthie White addressed the Board recommending that there be double doors exiting the main room from the first floor. She believed it would be more convenient and expedite movement in the case of an emergency.

A resident inquired as to whether construction would be occurring during the weekdays only. In response, Selectman Lane advised that they intend for construction to only occur during the week days. He then apologized for the work that took place at the field during this past weekend, explaining that he was unaware that the work was scheduled to occur.

Selectman Lane then stated that if having double doors is appropriate then they will be installed.

Mr. Taylor referred to the construction detail, explaining that the lower level drop off area does not meet ADA requirements for handicapped accessibility. The same was true for the sidewalk at the corner of the building. There needs to be a level pad with a flush curve for a period of 20-feet.

Mrs. McCarthy inquired as to the construction specifications of the building, such as the type of windows and insulation. Mr. Palson went on to explain the types of windows, etc.

Mr. Wilkey questioned whether there was a focus group of seniors involved in the design of the building. Selectman Lane advised that the building will not be restricted to seniors, ages 50 and older. If the building is not being used by seniors then it may be used by other groups. He hopes that the large barn will be finished as a community center within the next four or five years. With regards to Mr. Wilkey's question of involvement of seniors, Selectman Lane stated that most of the committee members could be classified as seniors and that if one were to average the age of all of the committee members it would definitely qualify the group as seniors.

Mr. Palson advised of two public sessions that were well intended by the public in which they have incorporated ideas into the plan.

Mr. Wilkey questioned the hours for the facility. In response, Selectman Lane stated that the hours of the senior center will be similar to that of the Library.

Vice Chairman Britain asked Selectman Lane if the Town is before the Planning Board under RSA 674:54. Selectman Lane assumed yes, but said that he has not familiar with the procedures of the Planning Board. In response, Vice Chairman Britain advised Selectman Lane that the Board has heard the Town's presentation and the Selectmen have heard comments from the Board and public. However, in accordance with RSA 674:54, the Planning Board reserves the right to provide further comments within 30-days after the hearing.

#2006-15 Moser Engineering—Applicant requested Site Plan Review approval to construct a retreat center to be used for dormitory style lodging and meetings. The property is owned by Saint Methodois Faith and Heritage Center, LLC, located at 329 Camp Merrimac Road in the R-2 (medium density residential) district, shown on Tax Map 202 as Lot 8. This was a continuation of the August 8, 2006 hearing.

Mark Moser provided a general review of the proposal to construct a 70' x 200' retreat building with on-site water supply and septic system. The site plan presented had shown the location of the proposed building, parking, and existing leach field. It was represented that the closest point of the proposed building will be 113-feet to Clement Pond. Mr. Moser explained that from the Board's previous review, the site plan had been changed to eliminate the circular driveway in an effort to move the building further away from pond.

Vice Chairman Britain questioned the overall height of the proposed building. In response, Architect Yervant Nahikian stated that the height will be 35-feet from average

grade. He further explained that as the Board had requested the tree height and elevations were calculated around the proposed building. They had located approximately 42-trees with a height that is above the roof line. Between the first floor elevation and the peak of the building there are an additional 20-trees. Mr. Nahikian then reviewed the different types of trees in order to explain the anticipated screening.

Vice Chairman Britain then asked about the exterior material planned in constructing the building. In response, Mr. Nahikian stated that the siding will be constructed of architectural wood shakes of a natural color and the roof will be an earth tone color.

Mrs. McCarthy questioned the limit of the trees located on the side of the proposed building. Mr. Moser presented photographs of the densely wooded area.

Mr. Moser then advised of his meetings with the Fire Chief and Deputy Fire Chief concerning the proposed location of dry hydrant. The plans reflect the location of a dry hydrant in the vicinity of the beach area. The dry hydrant will be accessed by way of a gravel apron.

Mr. Moser had also met with the Public Works Director and the Town's Consultant Engineer to review proposed improvements to Camp Merrimac Road. As a result of the meeting, St. Methodios has agreed to make improvements as outlined in the report of Vollmer Associates and in a memorandum from Harold Blanchette, Public Works Director.

At this point, Vice Chairman Britain explained to those present the suggested improvements outlined in the reports submitted by Vollmer Associates and Superintendent of Public Works Harold Blanchette. Mr. Sintros referred to the report of the Mr. Blanchette, advising the St. Methodios will provide speed signs and speed tables along Camp Merrimac Road.

Mr. Taylor inquired about the impact of light pollution. In response, Mr. Moser stated that all lighting will be shielded or recessed. This includes the lighting in the parking lot. All lighting on the main level of the building will be by way of lamps and all lighting in rooms will be controlled using a card system. The plan presented had been revised to include a notation as to the need for full cut-offs for lighting in the parking lot.

Mr. Sintros advised of a neighborhood meeting held at the camp. At the meeting it was suggested by the residents that there be a four way stop at the intersection of Pine Street and Clement Hill Road. In addition to discussion concerning the four way stop, Mr. Sintros indicated his willingness to continue to work with the neighbors to address concerns with noise as a result of the summer camp. He further noted that the room in the lobby/lounge is not to be used as a dining room or function rooms.

Sylvia Willoughby expressed concern with the potential traffic along Camp Merrimac Road, noting that there is a blind curve along the road. She believed a speed limit of 30 mph is too fast as the road is narrow. Mrs. Willoughby suggested the placement of a blind curve sign in order to make drivers aware.

Karen Defusco asked the Board to consider the traffic impact along Pine Street and the speed of the vehicles.

David Dufault advised of the approval of the Zoning Board of Adjustment for temporary lodging use for the retreat center. He believed that there is potential for the facility to become a hotel that would be open to the general public. Mr. Dufault expressed concern with the potential noise impact to those that live along the lake, noting that years ago the property was used as a seasonal day camp. Many of the concerns were expressed to the Zoning Board of Adjustment; however, the Board indicated that some of the issues involve review by the Planning Board. In response, Vice Chairman Britain stated that the Planning Board does not have the authority to determine the use of the property or to impose conditions relative to the use. All concerns with respect to the use of the property are under the jurisdiction of the Zoning Board of Adjustment.

A resident of Ridge Lane addressed the Board advising that she had used the property for a wedding anniversary. She had approximately seventy family members that had attended the party. Some family stayed in the cabins while the elders had stayed in hotels in Concord. She asked the residents to remember the condition of the facilities prior to the property being purchased by the Church.

Maureen White expressed concern with the Applicant complying with the height restriction, noting that on one side of the building the building will more than exceed the height restriction. She questioned what would happen in the future should the trees that are considered a buffer be destroyed. Mrs. White discussed the issue of noise, lighting and traffic and how that will affect the residents in the area.

Woody Roberts suggested that shrubs be planted around the parking lot in order to limit the lighting from vehicles that would reflect onto the lake. Mr. Sintros was agreeable to the plantings. It was suggested that the shrubs be approximately six feet in height.

Ruth White addressed the Board explaining that the facility will be located in a residential neighborhood, R-2 zone. If approved, she believed that the Board would be compromising the integrity of the residential district. She expressed concern with the size of the facility as compared to the structures that presently exist in the area. She suggested that they downsize the building.

Mr. Dufault readdressed the Board referring to the preamble of the Zoning Ordinance, suggesting that based on the preamble the Planning Board is in a position to address residents' concerns.

In response to the concerns of the residents, Mr. Sintros stated that he is agreeable to the stop signs at Pine Street and Clement Hill Road; will inform the Police Chief of events in an attempt to address the issue of speed; will provide literature to their members advising that they will be traveling through a residential neighborhood, and will provide landscaping and shrubbery around the parking lot and turn into the driveway.

Mr. Kidder suggested that the Board receive written reports from the various departments confirming their agreement with the Applicant.

Mrs. McCarthy requested that a notation be added to the plan advising that the existing trees are to remain between the existing cabin and the proposed retreat center. Mr. Sintros agreed.

Following brief discussion, a motion was made by Mrs. Connolly, seconded by Mr. Taylor, to approve the application with the following conditions:

- 1) A four-way stop be installed at the intersection of Pine Street and Clement Hill Road;
- 2) A stop sign be installed at the end of Camp Merrimac Road where it intersects with Pine Street;
- 3) All improvements to Camp Merrimac Road be implemented at the expense of the Applicant;
- 4) Proposals to address lighting and other issues as outlined in a letter to the Board, dated September 11, 2006, be implemented, and
- 5) Applicant's request that the Board waive the boundary line description requirement is granted.

At this point, the Board discussed the lack of written reports from the various departments concerning the proposal. Mrs. Connolly and Mr. Taylor agreed to withdraw their motion.

Motion then made by Mr. Taylor, seconded by Mrs. Connolly, to continue Application #2006-15 to the October 10, 2006 hearing, so to allow the departments an opportunity to provide written reports to the Board. Motion carried unanimously.

Vice Chairman Britain confirmed with the Applicant their agreement to grant the Planning Board an extension from the 60-day time period. Mr. Sintros agreed.

#2006-16 Da-Mont Investments, Inc.—Surveyor Joe Wichard addressed the Board on behalf of the Applicant presenting plans of a proposed five (5) single-family residential lot subdivision accessed by a proposed new roadway. The property consists of 21.14-acres owned by Barry O. Upton, located off Branch Londonderry Turnpike in the R-3 (low density residential) district, shown on Tax Map 266 as Lot 62.

Mr. Wichard discussed his conceptual consultation with the Board in which he had presented a proposed six lot subdivision; however, since then the plans have been revised to propose a gravel 824 foot road with a hammerhead turn-around. Mr. Wichard noted that the gravel road is proposed off Branch Londonderry Turnpike which is a gravel scenic road. The design of the proposed road consists of an 18-foot wide road with one foot shoulders. Four of the proposed lots will require State Subdivision Approval. There is no wetland impact proposed and the area to be disturbed is less than 100,000 square feet of area; therefore, there is no need for a Site Specific Permit.

The existing residence which will front on both the proposed road and Branch Londonderry Turnpike may be removed at some with a new home to be constructed on the property.

Mrs. McCarthy noted that the shoulders of the road must be constructed to the same standards at the road. Mr. Wichard agreed.

Vice Chairman Britain noted that the proposed gravel road is consistent with the intent of the new road design standards as the proposed roadway will be constructed off of an existing gravel scenic road.

Mr. Wichard understood and agreed to the two-year phasing standards for the proposed subdivision.

Vice Chairman Britain advised of the Planning Board's responsibility to notify the Town of Bow and City of Concord as to the potential for regional impact.

Motion made by Mr. Taylor, seconded by Mrs. McCarthy, to accept Application #2006-16 for consideration.

Drake Hamel of Branch Londonderry Turnpike expressed concern with the condition of the existing road, especially during heavy rainstorms which tend to wash out the road. He suggested that there may be a need for the installation of a new drainage system along the road. In response, Vice Chairman Britain suggested that the Board request that the Town's consultant engineer report on the condition of the roadway at the time of review of the engineering plans for the proposed subdivision. Mr. Wichard concurred, stating that he has proposed the replacement of the existing culvert that is located closest to the subject property as he believed that the culvert is presently undersized. Mr. Wichard also agreed to have Jeff Lewis of Northpoint Engineering, who had prepared the engineering for the project, present at the next meeting.

Following discussion, motion made by Mr. Kidder, seconded by Mrs. Connolly, to continue Application #2006-16 to the October 10, 2006 hearing, so to allow for engineering review by the Town's consultant engineer along with review and recommendations from the Road Committee, Superintendent of Public Works and Fire Department concerning the proposed subdivision.

### **III. Review of the Minutes and Notices of Decision of July 11 and August 8, 2006.**

Motion made by Mr. Kidder, seconded by Mrs. Connolly, to accept the Minutes of July 11, 2006 with the omission of Mr. Wilkey's name from the list of members present. Motion carried unanimously.

Motion made by Mr. Kidder, seconded by Mrs. Connolly, to accept the Notice of Decision of July 11, 2006 as presented. Motion carried unanimously.

Review of the Minutes and Notice of Decision of the August 8, 2006 were deferred to the September 27, 2006 hearing.

### **IV. Any other business to legally come before the meeting.**

- Voluntary Merger (RSA 674:39-a)—Request of James A. Schoch, III to merge two (2) contiguous lots for zoning purposes. The lots are located off Rolfe Pond Drive shown on Tax Map 209 as Lots 12 and 13.

Motion made Mr. Kidder, seconded by Mrs. Connolly, to approve the merger as presented. Motion carried unanimously.

- Voluntary Merger (RSA 674:39-a)—Request of Stuart Nelson to merge three (3) contiguous lots for zoning purposes. The lots are located off Bass Lane and Clement Hill Road shown on Tax Map 209 as Lot 14 and referenced in Book 2835 as Page 1526 (tract I and tract II) and Book 2888 as Page 0285.

Motion made Mr. Kidder, seconded by Mrs. Connolly, to approve the merger as presented. Motion carried unanimously.

## V. Adjournment

There being no further business, Vice Chairman Britain declared the meeting adjourned at 10:30 PM. The next scheduled meeting of the Planning Board is Tuesday, October 10, 2006 at 7:00 PM in the Town Hall.

Karen L. Robertson  
Planning Director

---

In accordance with RSA 677:15, any person(s) aggrieved by any decision of the Board concerning the application(s) may present to the Superior Court a petition, duly verified, setting forth that such a decision is illegal or unreasonable in whole or part and specifying the grounds upon which the same is claimed to be illegal or unreasonable. Such petition shall be presented to the court within thirty (30) days after the Board's final decision regarding the application in question has been filed and becomes available for public inspection in the Planning Office.