



Town of Hopkinton

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HOPKINTON PLANNING BOARD

MINUTES

JUNE 13, 2017

Members present: Vice Chairman Michael Wilkey, Jane Bradstreet, Celeste Hemingson, Cettie Connolly, Rich Steele and Alternate Jim Fredyma. Absent: Chairman Bruce Ellsworth, Ex-Officio Jim O'Brien and Alternates Timothy Britain and Clarke Kidder.

I. Call to Order. Vice Chairman Wilkey called the meeting to order at 6:30 PM in the Hopkinton Town Hall. Due to the absence of regular members, Mr. Fredyma was designated as a voting member.

II. Review of the Minutes of May 9, 2017.

Mrs. Hemingson, seconded by Mrs. Bradstreet, moved to **APPROVE** the Minutes of May 9, 2017, as presented. Motion carried unanimously in favor (Fredyma, Steele, Hemingson, Bradstreet, Connolly, and Wilkey). Vote: 6-0-0

III. Conceptual Consultations.

There were no conceptual consultations.

IV. Applications

Lot Line Adjustment (#2017-04) Application of Catherine Tuttle for lot line adjustments involving properties owned by the Cole Family Trust, and Edith L. and Richard C. Houston. Properties located off Amesbury Road, shown on Tax Map 101 as Lots 64 and 69, R-1 district.

Peter Weeks of T.F. Bernier, Inc. addressed the Planning Board on behalf of the Applicant. Mr. Weeks presented a plan showing lot line adjustments between the Cole and Houston properties, consisting of a total of 639 square feet. There will be no change in total area for each lot. At some point in the future, the Applicant will come back before the Planning Board to subdivide the Houston property by creating one (1) building lot to be located off of Amesbury Road. Mrs. Tuttle, daughter of Robert and Edith Houston, intends to eventually build her residence on the property.

Mr. Weeks noted that the "notes" on the plan need to be corrected to reflect that in the R-1 district, the minimum road frontage required is 160-feet. The correction will be made at the time of submittal of the final plan for recording.

As part of submittal of the application, waivers of the following subdivision submittal items were requested:

- 1) 3.3.1(c) – Topography
- 2) 3.3.1(d) – Surveyed Exterior Property Lines

3) 3.3.1(f) – Drainage Features.

Mr. Weeks noted the reason for waivers was due to the fact that no new construction is proposed at this time. Additionally, Lot 69 is a large parcel, 62-acres more or less, and it would be costly for the Applicant to have it surveyed. T.F. Bernier, Inc. had performed a detailed survey within the area of the lot line adjustment and a complete boundary survey of Lot 64 (Cole). The remaining area of Lot 69 (Houston) is shown using information available from a recorded boundary plan and Hopkinton's Tax Map.

Mrs. Hemingson, seconded by Mr. Steele, moved to **ACCEPT** Application #2017-04 as complete and for consideration. Motion carried unanimously in favor (Fredyma, Steele, Hemingson, Bradstreet, Connolly, and Wilkey). Vote: 6-0-0

Vice Chairman Wilkey opened and closed the public hearing portion of the meeting as there was no public comment.

Mrs. Bradstreet, seconded by Mrs. Hemingson, moved to **APPROVE** Application #2017-04 as presented with waivers. Motion carried unanimously in favor (Fredyma, Steele, Hemingson, Bradstreet, Connolly, and Wilkey). Vote: 6-0-0

Site Plan Review (#2017-05) Application of 879 Maple Street, LLC for Site Plan Review for manufacturing uses in accordance with Zoning Ordinance Table of Uses 3.6.G.1. Property is currently owned by Crathern Family Holdings, LLC, and located at 879 Maple Street, shown on Tax Map 228 as Lot 25, M-1 District.

Bryan Pellerin and Earle Davis addressed the Planning Board explaining that 879 Maple Street, LLC intends to purchase the existing commercial building from the Crathern Family Holdings, LLC. As part of the purchase, 879 Maple Street, LLC wants to be sure that the uses that currently exist within the building receive all necessary permits from the Town. That being said, 879 Maple Street, LLC received a Special Exception from the Zoning Board of Adjustment for manufacturing uses in accordance the Table of Uses 3.6.G.1 of the Ordinance. The approval was granted on June 6, 2017.

The building was built in the early 1970's to the mid 1990's, and is approximately 40,000 SF of office, warehouse and manufacturing space. The Cratherns originally operated an engineering design and manufacturing of machinery business from 1972 to 2002. Currently, there are mixed tenants with IRG Building Products, LLC utilizing 23,000 SF for millwork/cabinetry manufacturing, warehousing and office, Microdaq utilizing 6,000 SF for office, warehousing and assembly, and KPMB occupying 4,900 SF for office and warehousing.

Mr. Davis provided a brief overview of his business, IRG Products, LLC. Most of the millwork/cabinetry is high-end and used in colleges, museums and other public places. He reviewed the existing and proposed dust collection system used in the production area to collect and reduce dust. All materials are used and disposed of in accordance with environmental standards. As the products being produced require an environment of little to no dust, a newer dust collection system will be installed. The building and proposed system had been reviewed by Fire Chief Sean Murray. Other than the new dust collection system, there will be no changes to the property from what presently exists.

Mr. Pellerin reviewed the parking layout, explaining that there is currently a total of 35 employees at the facility with 70 parking spaces. There are no anticipated changes to the parking area.

Mr. Wilkey inquired about the lighting of the facility and whether it meets the requirements of the Lighting Ordinance. In response, Mr. Davis noted that the existing exterior lighting appears to be adequate and is on timers. Mrs. Hemingson noted that all exterior lighting must be shielded.

Brief discussion ensued with the Board agreeing that the Building Inspector should review the lighting to determine if it meets the requirements of the Lighting Ordinance.

Rich Steele, seconded by Cettie Connolly, moved to **ACCEPT** Application #2017-05 as complete and for consideration. Motion carried unanimously in favor (Fredyma, Steele, Hemingson, Bradstreet, Connolly, and Wilkey). Vote: 6-0-0

Vice Chairman Wilkey opened and closed the public hearing portion of the meeting as there was no public comment.

Celeste Hemingson, seconded by Jane Bradstreet, moved to **APPROVE** Application #2017-05 with the condition that all exterior lighting complies with Hopkinton's Lighting Ordinance. Motion carried unanimously in favor (Fredyma, Steele, Hemingson, Bradstreet, Connolly, and Wilkey). Vote: 6-0-0

V. Adjournment.

Vice Chairman Michael Wilkey declared the meeting **ADJOURNED** at 7:30 PM. The next regular scheduled meeting of the Hopkinton Planning Board is at 6:30 PM on Tuesday, July 11, 2017, at the Hopkinton Town Hall.

Karen Robertson
Planning Director