

Town of Milton
424 White Mtn Highway
Milton NH, 03851



Planning Board
PO Box 310
(p)603-652-4501
(f)603-652-4120

1 4/20/21
2 Meeting Minutes
3 6:30 PM
4

5 **Members of the Board Present:** Brian Boyers, Ryan Thibeault, Anthony Gagnon, Matt
6 Morrill, Bob Graham (Alternate), Larry Brown (Alternate)

7 **Members Absent:** Joseph Michaud, Jon Nute, Paul Steer

8 **Town Employees:** Bruce Woodruff, Julius Peel

9 **Member of the Public:** Bob Bourdeau
10

11 **I. Call to Order:**

12 Meeting Called to Order at 6:32PM with a Roll Call.

13 Larry Brown and Bob Graham were appointed as an alternate, sat in place of the Jon
14 Nute and Joe Michaud who were absent during the meeting.
15

16 **II. Public Hearing Notice: Lobo Realty Minor Subdivision and Site Plan**

17 Bob Bourdeau presented the board with maps of the project. He explained that the first
18 page of the maps is the subdivision of the industrial park done over 20 years ago and
19 showed the board the lots that he had bought. On the second map it shows the location of
20 Frontier Plastics building and explained the distance between the lots in the industrial
21 park. Bob explained that the project presented in from front of the board shows a
22 subdivision of a lot back to the original standards of the first map.
23

24 Larry Brown asked why he would return the property to how it was before. Bob B.
25 explained that he has a lot of materials for his other business and needs a location to hold
26 onto these. Brian Boyers asked if any other members of the board had any questions. He
27 then asked if the town planner had any comments.
28

29 Bruce Woodruff suggested that they review the subdivision first and then go onto
30 reviewing the site plan application. He referenced the staff memo that was given to the
31 board prior to the meeting. In this it stated that the office of state planning recommends
32 that every application that goes before the board should be determined if there will be a
33 regional impact.
34

35 Larry Brown asked if Bruce could explain what a regional impact was for the new
36 members of the board.

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Bruce explained that there are criteria listed by the office of strategic initiative and would advise the board to read them in their entirety if they want further detail. Bruce explained that the most important and common causes of a regional impact are proximity to other communities and heavy traffic flow. He does not believe that this current project will cause that issue.

***Ryan Thibeault motions to accept this application as not a regional impact, Seconded by Larry Brown. The vote is approved unanimously. The Motion passes. ***

Brian asked if the application is complete and if all dues have been paid. Julius confirmed that all dues had been paid and the application was complete.

***Brian Boyers motions to accept the subdivision application, Seconded by Matt Morrill. The vote is approved unanimously. The Motion passes. ***

Brian noted that there was no further discussion on this topic from the board. Brian asked if Bruce had any comments. Bruce noted the suggestions that he had sent to the board prior to the meeting.

1. Revise Note 1 by adding (after the word subdivision) the following: “of existing lot 10-5 into two lots; new lot 10-4 and residual lot 10-5” prior to the Chair signing.
2. Add the surveyors’ standard note to the plat prior to the Chair signing.
3. Submit draft easement documents to the Land Use Office prior to the Chair signing.

***Ryan Thibeault motions to approve the subdivision application, Seconded by Matt Morrill. The vote is approved unanimously. The Motion passes. ***

Bob Bourdeau explained the site plan application. In this he explained that the septic system could hold up to 35 people. The plan is that this will only hold roughly one or two people on a regular basis. He will be reaching out to the state for an easement on this topic.



Bob explained that the lighting will not be in conflict with anyone because of the location of the building.

Larry Brown noted that the septic field and how manageable the systems are now. Bob explains that the location was chosen because of its access and storage locations for materials.

Larry Brown asked if the Lighting ordinance will be followed. Location does not matter. Bob Bourdeau stated that he plans on having the lighting comply with the ordinance and will reference his electrician to ensure that this is completed after being accepted.

Bruce recommends that the board determine if there is a regional impact and assumes that there will be no necessary waivers. There are five recommended approvals before the signing of the plat.

***Ryan Thibeault motions to accept this Site Plan application as not a regional impact, Seconded by Larry Brown. The vote is approved unanimously. The Motion passes. ***

Bruce reads his suggestions to the board:

1. Add the Map/Lot number to the title of the site plan prior to the Chair signing.
2. Add a note referencing tonight's subdivision approval, including the Strafford County Registry of Deeds (SRPC) recording number prior to the Chair signing.
3. Add a note calling out the type of plantings depicted on the plan prior to the Chair signing.
4. Add proposed lighting that conforms to the lighting section of the zoning ordinance to the plan prior to the Chair signing.
5. Complete the cut off septic-drainage easement note prior to the Chair signing.

Brian opens public hearing. No public comment.

***Larry Brown motions to approve the site plan application with the three suggestions from the town planer, Seconded by Matt Morrill. The vote is approved unanimously. The Motion passes. ***

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Larry Brown felt it was necessary for the motion because of his previous decisions while on the board regarding the Topo map.

III. Review and Approval of March 16th Meeting Minutes

Bruce noticed a few concerns with the minutes and explained them to the board. The board agreed that they should be changed.

***Ryan Thibeault motions to accept the minutes with corrections, seconded by Larry Brown. The vote is approved unanimously with Matthew Morrill abstaining. The Motion passes. ***

IV. Capital Improvement Committee

Brian Boyers explained to the board that the Planning Board will need to approve a member to sit on the Capital Improvement Committee.

***Brian Boyers motions to appoint Anthony Gagnon to be the Planning Board Representative on the Capital Improvement Committee, seconded by Ryan Thibeault. The Motion passes. ***

V. Planner Comment:

CIPC will require a few members of the next couple boards. A primer will be put together to educate the board. Here they will review the last couple years.

VI. Public Comment:

No Public Comment

VII. Adjournment:

***Ryan Thibeault motions to adjourn, Seconded by Matt Morrill. The vote is approved unanimously. The Motion Passes adjourning the meeting. ***