

Town of Milton
424 White Mtn Highway
Milton NH, 03851



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

8/17/21
Meeting Minutes
6:30 PM

Members of the Board Present: Brian Boyers, Ryan Thibeault, Anthony Gagnon, Matt Morrill, Jon Nute, Paul Steer, Joseph Michaud, Bob Graham (Alternate), Larry Brown (Alternate)

Town Employees: Bruce Woodruff, Julius Peel

Member of the Public: Jeff Woodit, Susan Liberi, Katherine Sargent, Daniel O’Lone, Steve Haight, John Tuttle, Jeff Lord, Jennifer Dunton.

I. Call to Order:

II. Public Hearing for Judith Gilman and Susan Liberi’s Boundary Line Adjustment

Brian Boyers read the opening statement for the board and the public.

“Notice is hereby given in accordance with RSA 676:4 & 675:7 that the Milton Planning Board will hold a public hearing for a boundary line adjustment for Judith Gilman and Susan Liberi at 240 Hare Road (Map 35 Lots 35 and 35-1) on Tuesday August 17, 2021, at 6:30PM. The meeting will be held at the Milton Town Hall during a regular meeting of the Board.”

Daniel O’Lone representative for the project, presented the lot line revision to the board. He explained the location of the project is on the corner of Hare and Thurston Road. He passed out a colored version of the map that depicted the location of the property and the changes being done. He expressed that the intent is to change the lot size so to depict a transfer of 7 acres and that in the application is a request for a waiver from the required full boundary survey. D. O’Lone noted the depicted green area on the map would most likely be used as a horse pasture and explained the wetlands delineation wouldn’t be affected by this boundary change.

Brian Boyers noted that the planning staff has reviewed the application and recommended that the board determine that there is no regional impact.

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***Ryan Thibeault motions to determine the application as not a regional impact, Seconded by Paul Steer. The vote is approved unanimously. The motion passes. ***

B. Boyers explained that all fees have been paid and the abutters have been notified. B. Woodruff noted the importance of formally accepting the application as a complete.

***Joe Michaud motions to accept the application as complete, Seconded by Matthew Morrill. The vote is approved unanimously accepting the application. ***

B. Boyers read the town planers comments as written.

“The applicants are requesting a waiver from Subdivision Regulation section 8.2 (A)(6) to not require a complete boundary survey for lot 35 be done. I concur with the Surveyor’s justification for this waiver for the reasons given in his July 8, 2021 waiver letter, attached to the application, and therefore recommend the Board grant the waiver.”

*** Paul Steer motions to grant the waiver from Subdivision Regulation section 8.2 (A)(6) as requested by the applicant. Seconded by Ryan Thibeault. The vote is approved unanimously. ***

Jon Nute asked about the usage of current use on the property and referenced the change in lot sizes. The applicant explained that the larger lot that is transferring the land will have to work with the assessing department to ensure that the current amount of current use is being applied along.

Public Comment: No public comment

B. Boyers read the recommended motions as submitted by Bruce.

1. The owners shall sign the plat prior to the Chair signing.
2. Add the stamp and signature of the certified wetland scientist to the plat prior to the Chair signing.
3. Set all monuments denoted on the plat as “to be set” prior to the Chair signing.
4. Deeds submitted with plat to be recorded directly after recording of the signed plat.

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*** Joe Michaud motions to approve the application for a boundary line adjustment with amendments as proposed by the town planner. Seconded by Paul Steer. The vote is approved unanimously. ***

III. Public Hearing for Shortridge Academy Amended Site Plan Application

B. Boyers read the public hearing notice for the Short Ridge Amended site plan application.

“Notice is hereby given in accordance with RSA 676:4 & 675:7 that the Milton Planning Board will hold a public hearing for an Amended Site Plan Application for Shortridge Re Holdings LLC at 619 Governors Road (Map 25, Lot 2) on Tuesday August 17th at 7:00PM. The meeting will be held at the Milton Town Hall during a regular meeting of the Board.”

Steve Height, the engineer of the project presented the project to the board. Jon Tuttle the architect of the project was also present.

S. Height explained that the project is located on Governor’s Road and the intent is to increase the student capacity while also allowing for indoor recreation. S. Height noted the ZBA’s previous ruling that established a maximum number of 150 students. The goal of this project is to increase the number of allowable space to accommodate 80 students. He noted that this would be located next to the existing building and noted the existing infrastructure was already on site and would require little work. He noted that the applicant has no problem with the notes as submitted by the town planner and is willing to work with the recommendations.

Bruce noted RSA 674:53 and expressed that they had reached out to the town of Middleton. He noted that he had answered questions from their Planning Board prior to the hearing and that they had determined that they would not require a hearing from this application.

***Matt Morrill motions to determine the application as not a regional impact, Seconded by Paul Steer. The vote is approved unanimously. The motion passes. ***



***Matt Morrill motions to accept the application as complete, Seconded by Jon Nute. The vote is approved unanimously accepting the application. ***

J. Nute asked if the applicant knew the total acreage of the property and how much this would effect current use. S. Height noted that he wasn't sure the exact size of the lot, but that it is over 300 acres and that the Impacted acres is less than 20 acres. J. Nute expressed that this change would need to be referenced with the assessing department to ensure proper taxation.

Jon Nute asked the applicant to explain the conservation easement that is depicted on the map. Applicant noted that the conservation easement is most likely included in a deed restriction. Bruce confirmed this would most likely be the case.

Public Comment: Larry Brown recalled that the lot was approximately 356 acres total.

Bruce noted that there was a technical review committee on this. During this meeting they noted that there were no concerns. He expressed that the academy was proposing two new buildings and the building is in compliance with zoning and conforms with the decision by the 2002 ZBA. The TRC proposal also noted that this is an amended site plan application and noted that the original site plan would need to be altered within town files. Bruce expressed that he had considered a site walk but after reviewing the colored version of the map, he considered it unnecessary. Brian reads these conditions as he recommends.

1. The owner signs the plan prior to the Chair signing.
2. Add "Amended" to the title block on site plan sheets prior to the Chair signing.
3. Correct the math error for septic loading in note 10 on the Utility Plan, sheet 7 prior to the Chair signing.
4. Add a note to the Lighting Plan that states that lighting shall conform with the requirements of the Milton Zoning Ordinance lighting section, that all exterior lighting shall be cut-off for pole luminaires and full cut-off for wall packs. Additionally, add a note stating that LED lighting shall soft spectrum and NOT full-spectrum illumination. Finally, add a note to the lighting detail sheet that luminaire pole height shall not exceed 10-ft. in height prior to the Chair signing.
5. Add a note to the site plan stating that except for the new development proposed by this amended site plan, all aspects of the original site plan approval not changed by this amended site plan shall remain in force.



6. The owner shall prepare a storm water management plan or append the one already prepared that shall mandate a recurring maintenance and inspection schedule for all storm water treatment and infiltration infrastructure. The report shall provide the inspection report forms and the Owner shall inspect on the required schedule and submit said reports to the Land Use Office specifically for all swales, berms, and bio-retention areas on that schedule.
7. The owner shall agree to submit a dollar amount to the Town sufficient to pay for the Planning Board's Consultant Engineer for construction inspection of all storm water quality infrastructure; say \$4,000. If the agreed-to amount is not enough, the applicant shall submit additional required funds as necessary. If the submitted amount is not expended at project completion, the remaining balance shall be refunded to the applicant.
8. The amended site plan improvements shall be inspected by the Code Officer, Police Chief, Fire Chief and Town Planner prior to the issuance of a certificate of occupancy

Jeff Lord, Jennifer Dunton arrived at 6:57PM and ask for a recap of the project up to this point. Steve expressed the potential changes to the property. J Lord and J Dunton both express concerns with the increase in the number of students and the type of students that are allowed there.

Bruce noted that the plan set is complete and very thorough. He mentioned that the stormwater management plan needs to be updated to confirm with the requirements of the MS4 and the updated site plan regulations. He explained this is located with the recommendations. The applicant agreed to this change and states that this is commonplace for projects like this.

*** Ryan Thibeault motions to approve the application for an amended site plan application with proposed revisions as submitted by the town planner. Seconded by Matthew Morrill. The vote is approved unanimously. ***

IV. Meeting Minutes July 20th/ August 3rd.

***Ryan Thibeault motions to accept the July 20th minutes, Seconded by Paul Steer. The vote is approved 6- 1 with Joe Michaud abstaining. ***

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***Matt Morrill motions to accept the August 3rd minutes with amendments, Seconded by Jon Nute. The vote is approved 5-2 with Brian Boyers and Ryan Thibeault abstaining ***

V. Other Business:

Jon Nute revisited his question about current use with the first application. He noted that the larger parcels amount of current use will be changing. Bruce mentioned that that these plans are submitted to the assessing department and will be changed once the plat is signed.

Bruce did note that he had sent training and guidance materials to the planning board along with a copy of Riggins rules. His second note is that he hasn't submitted any results from research about the gateway zoning to the board. He expressed that he would have the results for the zoning map recommendations at the first October meeting.

VI. Public Comment:

No public comment.

VII. Adjournment:

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