



# TOWN OF NEW LONDON, NEW HAMPSHIRE

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## PLANNING BOARD APPROVED MEETING MINUTES February 28, 2012

**MEMBERS PRESENT:** Tom Cottrill (Chair), Tina Helm (Board of Selectmen's Representative), John Tilley, Jeff Hollinger (Vice-Chair), Paul Gorman (Secretary)

**MEMBERS ABSENT:** Deirdre Sheerr-Gross (Alternate), Michael Doheny (Alternate), Emma Crane (Conservation Commission Representative), Michele Holton

Chair Cottrill called the meeting to order at 7:00pm.

1. Colby-Sawyer College – Final Site Plan Review for Ware Campus Expansion (085-0330-000)

Mr. Stanley felt that the college's application was complete, noted that the fees had been paid and he would suggest a motion to accept their application as complete.

**IT WAS MOVED (Jeff Hollinger) AND SECONDED (Tina Helm) to accept the application for Colby-Sawyer College's Ware Campus Expansion, as complete.  
THE MOTION WAS APPROVED UNANIMOUSLY.**

Mr. Stanley explained that the college had requested two waivers. One is for the boundary survey for the parcel in question. The second waiver is for the need for photos of the existing structures other than those being modified around the site. Mr. Stanley felt that these were reasonable requests and recalled that the last time the boundaries were surveyed was when the college merged some of their lots.

**IT WAS MOVED (Jeff Hollinger) AND SECONDED (John Tilley) to grant the request for waivers for the boundary survey and photos for structures other than the one in question.  
THE MOTION WAS APPROVED UNANIMOUSLY.**

Mr. Steve Jesseman, of Jesseman & Associates was there to explain the Ware Center expansion. He explained that the expansion is meant mostly for the cafeteria portion of the building, which is badly needed. They also will need to expand the staging area below the tennis courts. Right now it is sloping field and they are staying above the wetland. There is material in this area presently, which is permitted. It was asked what criteria were necessary to deem an area able to be a staging area. Mr. Stanley said that they discuss the area and make sure that the area can support building material. If the material will be there more than 30 days, it must be stabilized with seeding. Materials are stored there that are moved from one place in construction and re-used later on for other purposes. Mr. Stanley noted that they are requiring the college to have in place permanent erosion control around this area, as the college is always working on some construction project. Mr. Jesseman said the material currently in the staging area would be removed as it was unsuitable for current projects. It would be moved outside of New London.

Mr. Jesseman said that another goal of the project is to reduce the traffic running through campus. There will be a gated road so that the area is accessible to service and emergency vehicles only. It would be opened to students only during change-over days when they are moving on or off campus. He added that they plan to improve the method that delivery trucks would use by creating a turn-around instead of requiring the trucks to back in a long way.

Mr. Jesseman said they have an arrangement with Pizza Chef to enable the college to use the restaurant's lower parking lots during the summer so that the college will have enough parking.

Mr. Jesseman explained the drainage system along the new driveway. There would be an infiltration trench alongside the entire driveway. This will pick up the runoff from the building, will have a level spreader in the end and will eventually end up in Susan's Swamp.

Mr. Stanley said the trench has an overflow pipe in it that empties in a level spreader to Susan's Swamp. The trench, itself will absorb most of the water. He felt it was a good concept and would work very well. They have decided to use crushed glass under the road, which, after being tested, was found to have a higher compaction rate (98%) than gravel. Mr. Jesseman said the town will supply the crushed glass. He added that a new generator would go in near where the trucks will deliver the food.

Mr. Stanley noted that these infiltration measures will help with what otherwise would be a potential increase in runoff leaving the campus, which has not been addressed to this level in the past.

Mr. Jesseman explained that they will be sprinkling the entire building. Currently only the dining area is sprinkled. There will be a shut-off for the water next to the PIV. There will be no change in the power supply. Six propane tanks will be added and the service brought into the building in the same place as it is being brought in currently.

Mr. Jesseman showed the staging areas on a map. In the past they have used only silt fence, which can collapse and if not maintained can become ineffective. They plan to install an 18" stone berm, along with a silt fence behind it.

Mr. Jesseman added that a gate at either end of the drive-able walkway will be installed. Mr. Stanley said it should be electronically controlled without chains or padlocks. Mr. Jesseman said they are looking in to the type that uses a sensor and a special card that is read by the sensor.

Mr. Jesseman noted that any lights will be LED, down-casting lights. The lumens are staying the same. He explained that the new dining area will increase the seating from 330 to 700 seats. The kitchen will stay the same, and a new stairway will be added. An employee entrance and changing area will be separate from the rest of the building. There will be an elevator. Offices and a conference room will be on the second floor. The mail-room will be rebuilt as will some offices that currently exist. The outside of the building will be clapboard.

Mr. Stanley said that the department heads met and there were several items that should be addressed still. One issue was having a turn-around at the end of the long parking lot at Mercer. Mr. Jesseman said they plan to create a hammerhead at the end of the parking lot, which would take away four spaces from the lot. Chair Cottrill asked how many spots the college would be using from Pizza Chef. Mr. Jesseman said that they will have access to about 60 spaces. It was noted that Pizza Chef has an over-abundance of spaces and is only fully used in the summer during the outdoor concerts on the green.

Mr. Jesseman said that access to campus would be via Main Street through campus to the fenced area. Mr. Colin Campbell of 213 Seamans Road wondered about construction vehicles using Seaman's Road. Mr. Jesseman said that Seamans Road doesn't give access to this project. He would speak to the construction company to make sure this road wasn't being used. Mr. Stanley said that it could be a condition of approval that all traffic to the site comes via Main Street and not Seamans Road.

Mr. Campbell felt there was a lack of enforcement of the “no thru-trucking” on Seaman’s Road. Mr. Stanley said if the college is the destination, the trucks can go on the road as that doesn’t count as thru-trucking.

Mr. Stanley said that it should be specified in the approval the hours of construction. Mr. Jesseman said that no vehicles or equipment would be starting before 7am and no work would begin until 7:30am. Mr. Jesseman said they would end work at 4:00pm.

Mr. Stanley suggested making the following conditions of approval for this project:

1. Include a hammerhead at the end of the Mercer parking lot,
2. Install electronically controlled gates on the drive-able walkway,
3. Include a signage plan and inventory to be signed and admitted,
4. That all plans be subject to approval and review of the Fire Chief, Public Works Director and Peter Stanley,
5. That all plans be in compliance with local and State fire code requirements,
6. That construction hours will run from 7:30am to 4:00pm with no equipment starting prior to 7:00am.

Mr. Stanley wondered where the college stood with the Water Precinct as far as making a connection at Seaman’s Road. Mr. Jesseman said they have had some meetings with the precinct as the flow tests were not great. There was a problem with the emergency pump that has since been repaired. This repair has helped the flows from below Gould Road, and should prove to be most effective if there is an emergency in that area. Mr. Stanley wondered about the Seamans Road connection in particular. Mr. Jesseman said they are waiting on a response from the Water Precinct and said it is an ongoing discussion.

Mr. Stanley suggested that the college work towards continuing various improvements to the water system, including hooking up at Seaman’s Road and the condition of Seaman’s Road in general. These issues are not tied specifically to this project, but will be important for future projects. Mr. Atkins wanted it made clear that the burden wasn’t totally upon the college, but was also a burden of the Water Precinct to resolve these issues.

Linda Jaggard asked if during the construction they (the abutters) feel that there is excessive trucking going on, what should they do. Mr. Stanley said that they should call him directly. Ms. Jaggard said in the past during a construction project at the college, water was found coming across Seaman’s Road towards her house. She wondered if it should happen again, what could she do? Mr. Stanley said that this cannot and should not happen. If it does, she should call him directly.

**IT WAS MOVED (Jeff Hollinger) AND SECONDED (Paul Gorman) to approve the applicant’s request (in accordance with plans dated 13 February, 2012 for Project Number 11000.15, as submitted) for a Final Site Plan Review to expand the Ware Campus Center, with the following conditions:**

1. **That a hammerhead turnaround be provided at the northwesterly end of Parking Lot F, eliminating two handicapped parking spaces and 2 regular parking spaces.**
2. **That normally closed, electronically actuated gates are provided at both ends of the drivable walkway between Rooke Hall and Danforth Hall to restrict non-emergency vehicular access. Emergency services should be able to actuate the gates by activating their sirens.**

3. **A signage plan for new and altered areas of the site shall be provided for approval by the Fire Chief, the Police Chief, the Public Works Director, and the Planning & Zoning Administrator.**
4. **That the Ware Campus Center expansion and renovation project complies with all State and Local Fire Code requirements.**
5. **That the College continues to work actively with the New London Springfield Water System Precinct to establish a time line and cost sharing plan for water system improvements that are necessary for further campus expansion. These improvements include connecting through to the Seamans Road water main from the main campus, and the upgrade of the Seamans Road water main between Gould Road and Kelsey Fields.**
6. **That the time of construction be limited to daylight hours between 7:30AM and 4:00PM, with start-up of equipment not occurring before 7:00AM.**

Mr. Stanley said he would like to inspect the stone barrier in the staging area before construction begins.

Mr. Campbell asked about the impact to Susan's Swamp. Mr. Stanley said that the swamp was a man-made detention pond and they treat all water that is deposited there. There are no conservation easements on the swamp but there is a 100' buffer that is supposed to be left undisturbed. The issue is that this is where the water goes. Mr. Stanley said that the water is detained there, and noted that there is some nutrient uptake by the natural vegetation that grows there. More places like this might be created as more and more expansion is experienced by the college.

Mr. Jesseman said that they plan to begin construction in late April or early May. It should be completed after Christmas break.

Chair Cottrill called for a vote to the motion.

**THE MOTION WAS APPROVED UNANIMOUSLY.**

2. Maple Hill Farm B & B, Request for Waiver of SPR for minor footprint changes to the building (056-015-000)

Mr. Dennis Aufranc said that he would like to change the angle of the roof, and extend the wood shed out 6.5' to be able to store eight cords of wood. He would prefer to not have to do full site plan review. Mr. Stanley said that if the Planning Board wished, they could defer this request to the department heads to deal with as it was a relatively minor issue. They will not be adding any guest rooms. What they will be constructing is not an enclosure, rather just a roof over a patio.

Mr. Stanley said the original site plan, which he showed on a slide, was approved by the ZBA. They never had a Site Plan Review. The B&B exists as a legal, non-conforming use. He has sufficient parking and is not increasing the capacity. They can't serve meals to anyone who is not staying there. No one will be served outside; this is mainly a covered patio. The shed will be used to store a little more wood and keep it under cover. He didn't feel this would affect the site due to parking.

**IT WAS MOVED (John Tilley) AND SECONDED (Jeff Hollinger) to waive requirement for Site Plan Review contingent on the re-drawing of the plan for the Maple Hill Farm Bed & Breakfast showing the roof line and the elimination of the parking spaces in the courtyard as-built, within 60 days. THE MOTION WAS APPROVED UNANIMOUSLY.**

3. New London Barn Playhouse, Inc., Lot Merger (073-041-000 & 073-042-000)

Mr. Stanley explained that the lots in question are currently two parcels. They want to merge parcels 041 and 042 as they currently are. Mr. Stanley said that by doing this, they will meet setback requirements that currently they do not meet.

**IT WAS MOVED (Paul Gorman) AND SECONDED (Jeff Hollinger) to approve the merger of lots 073-041-000 and 073-042-000 for the New London Barn Playhouse.  
THE MOTION WAS APPROVED UNANIMOUSLY.**

4. Richard Dodds/Bank of America, Lot Merger (033-012-000 & 033-013-000)

Mr. Stanley explained that these are two parcels which were bought from the Bucklin's and it was a condition during the time of purchase in the 70's that they be merged. The lots were never merged. Now they are trying to clean this up and merge the two lots. Bank of America is involved because they absorbed a smaller bank and they are requiring that the conditions of the purchase be adhered to. Mr. Stanley said that all the paperwork was in order and the fee had been paid.

**IT WAS MOVED (John Tilley) AND SECONDED (Jeff Hollinger) to approve the merger for the Dodds. THE MOTION WAS APPROVED UNANIMOUSLY.**

**IT WAS MOVED (John Tilley) AND SECONDED (Jeff Hollinger) to adjourn the meeting.  
THE MOTION WAS APPROVED UNANIMOUSLY.**

The meeting adjourned at 8:20pm.

Respectfully submitted,



Kristy Heath, Recording Secretary  
Town of New London