



PLANNING BOARD
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MINUTES OF THE PLANNING BOARD

Thursday, January 21, 2021 – 6:30 p.m. – Virtual via Zoom

Members Present: Frank Catapano, Stu Gerome, Steve Gerrato, John McDevitt, Catie Medeiros, Steve Smith (Selectmen's Rep), Bob Dion (Alternate)

Members Absent: David Moore

Staff: Mark Fougere – Consultant

Co-Chair Gerrato opened the Planning Board public hearing at 6:32 p.m. A roll call was taken by S. Gerrato; he announced a quorum was present and the meeting was being held virtually through Zoom and recorded by audio. A checklist to ensure meetings are compliant with the Right-to-Know Law during the State of Emergency was read into the record by Co-Chair Gerrato.

Attendance of Planning Board members was taken by roll call: F. Catapano – present, J. McDevitt – present, C. Medeiros – present, S. Smith – present, B. Dion – present, S. Gerome – present, S. Gerrato – present.

1. Boundary Line Adjustment: 278 Ocean Road (R20, 5)

Owner/Applicant: Daniel J. Donahue – Trustee, Donahue Realty Trust

The owner/applicant is proposing to relocate the property line between Greenland tax map R20, 5 and Portsmouth tax map 282 lot 3.

MOTION: J. McDevitt moved to accept the application for a Boundary Line Adjustment at 278 Ocean Road as complete. Second – F. Catapano; roll call vote: F. Catapano – yes, J. McDevitt – yes, C. Medeiros – yes, S. Smith – yes, B. Dion – yes, S. Gerome – yes, S. Gerrato – yes. All in favor. MOTION CARRIED

John Chagnon, Ambit Engineering and representing the owner/applicant, addressed the Board. The property has a Portsmouth address (272 Ocean Road), with frontage on Ocean Road in Portsmouth. There is currently an accessway to an area at the rear of the property that is fenced off and paved.

The applicant would like to expand the commercial use of the lot into Portsmouth; they were unsuccessful in being granted a Variance in Portsmouth. On the Portsmouth side, it was zoned 'Single Residence A'. The applicant would like to use the parcel in accordance with Portsmouth zoning, construct a single-family residence, and relocate the lot line so the land in Greenland can be attached to the property he owns to the west (Industrial Commercial Use).

A copy of the survey was submitted and included the approved site plan for the property it would be appended to. The property does not show in its entirety on the plan. The R20, 5 section of the property will be combined with the R20, 6A parcel. It is currently one lot and two tax maps because it is in two

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towns. J. Chagnon explained the proposed lot line adjustment on the plan. The existing lot area is 89,709 sq. ft. The line will create a Portsmouth lot that is 47,874 sq. ft. which meets and slightly exceeds Portsmouth's one-acre requirement. They have an existing approval for the home's design from NHDES. They are on Portsmouth's agenda later tonight. There will be a place for both towns to sign on the plan.

M. Fougere explained the lot line adjustment to the Board. Responding to a question from S. Gerrato, M. Fougere explained that the area is zoned for industrial use and is a parking lot that has been used by an industrial operation for many years for trucks and tractor trailers. The single-family residence will be the stand-alone lot.

J. Chagnon will add the lot size to the plan for R20, 5 and R20, 6A once they are combined. The total area of the adjacent lot in Greenland is 26.85 acres; .96 acres will be transferred, making the lot approximately 27.8 acres. J. McDevitt questioned the access easement and any anticipated problems with Portsmouth approving the plan. J. Chagnon stated that Portsmouth understands the easement is part of the continued use of the property. It is not a primary entrance; it is secondary for emergencies. Portsmouth is agreeable with the lot being created with the access for the commercial site. J. McDevitt noted the easement is both the driveway for the single-family home and access to the back lot which is in Greenland. J. Chagnon stated access to the home will be an existing driveway; the easement is for the back lot which is in Greenland. S. Smith questioned the easement right-of-way to the back lot and if it would be an access road for future development or a truck right-of-way adding more vehicles on Ocean Road. He did not want to see a truck right-of-way; he suggested it should be emergency access only to the back lot. B. Dion: if Portsmouth does not grant the easement, he did not think Greenland should approve it as is. M. Fougere clarified that the City of Portsmouth was not reviewing the easement; the easement was for the benefit of the existing owner. J. Chagnon further clarified that both lots are owned by the same person and will eventually sell the residential lot. The easement will be in place so it can continue to be used for access; that is not the only access point.

J. McDevitt questioned if constraints should be placed on the Boise Cascade lot when the future use was unknown. S. Smith noted his concerns with the corner of the R20, 5 lot being used for storage of trailers and the access road as an exit. S. Gerome stated the site should have one major entrance and exit; the access way should be used for emergencies only. J. Chagnon responded that the use of the storage area on the Portsmouth side will cease; it will be sold as a residential lot. The proposed lot line is up against the limits of the existing paved area. The primary entrance is approximately 275 ft. from the access point; J. Chagnon did not think the conflicting truck movements would present a problem. He felt some restrictions could be placed on that access point. It could be stated in the deed that it was not the primary entrance and was to be used for emergencies only. The land under the easement will be part of front lot. M. Fougere will review the easement prior to the plan recording.

S. Gerrato opened the meeting to public comments. There being none, he closed the public hearing and returned to the Board for further discussion.

MOTION: S. Gerome moved to approve the Boundary Line Adjustment at 278 Ocean Road in accordance with the plan from Ambit Engineering dated 12.21.2020, Project No. 2736, with the following conditions: (1) correct Note 4, detailing that Greenland Lot R20, 5 was 'x' square feet, increasing to 'y' square feet, and Portsmouth Tax Map 282, Lot 3 is decreasing in size from 'x' square feet to 'y' square feet; (2) correct the property addresses on the plan; (3) applicant shall submit an access easement for review by staff, detailing that the easement will allow for emergency access only to the rear lot; (4) the applicant shall submit a digital file and three hard copies of the plan with the recording mylar; (5) the applicant shall submit the access easement to record with the plan. Second – S. Smith; roll call vote: F. Catapano –

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yes, J. McDevitt – yes, C. Medeiros – yes, S. Smith – yes, B. Dion – yes, S. Gerome – yes, S. Gerrato – yes.
All in favor. MOTION CARRIED

2. Preliminary Conceptual Consultation: 69 Tide Mill Road (R17, 65)
Owner: Plein Air Properties, LLC
Applicant: Sarah Greenshields, Little Tree Education
The owner and applicant are proposing the redevelopment of the property to a Montessori School for infants through Grade One.

John Chagnon, Ambit Engineering and representing the owner and applicant, addressed the Board. Also present was Sarah Greenshields, Little Tree Education. They were appearing before the Board for a Preliminary Conceptual Consultation. Several additions for the building are being proposed as well as a separate detached 6,000 sq. ft. building. Wetland boundary delineation, drainage issues and analysis, parking lot design and loops around the proposed building out to Tide Mill Road must be done. Tide Mill Road is paved to one entrance then is gravel and 10 ft. wide. They are proposing to improve that portion to a paved surface, 16 ft. wide from the secondary entrance to where the pavement ends. Architectural design elevations, landscaping, lighting, and utilities will be submitted. Site construction will require a Conditional Use Permit; there is a 75 ft. buffer that will be impacted. S. Greenshields provided a brief background for the Board.

F. Catapano stated the layout looked great. A cleaning of the water runoff from the parking area may need to be done in the 75 ft. setback. Pervious pavement within the setback area and some type of detention ponds were also mentioned. He felt the site was a good fit for the Town and liked the proposal. J. McDevitt asked if the projected numbers for students and teachers daily were correct (140 +/- students and 10 teachers). S. Greenshields responded there will be more than 10 teachers due to the student/teacher ratio. She anticipated the enrollment in the larger building to be approximately 100 students. In the existing house and additions, they anticipated between 40 and 50 students, depending on what can be architecturally achieved. J. McDevitt liked what was submitted, it was a great use of the site, and noted that Rt. 33 is a heavily travelled road. In and out of Tide Mill Road would be an issue. He would like to see a traffic study done. His concern was addressing traffic flow to and onto the site in the morning and evening. S. Greenshields is planning to use a plan similar to their Madbury location, using staggered drop off and pick up windows. The morning drop-off would be 7:00 a.m. to 8:30 a.m.; evening pick up would be between 4:00 p.m. and 5:30 p.m. There is currently no left turn coming out of Tide Mill Road. J. McDevitt's biggest concern was traffic.

C. Medeiros also felt the proposed use was a great fit for Greenland. Her concern was traffic, especially during peak times. She did have concerns about the play area on Tide Mill Road. S. Greenshields stated they will be utilizing the entire lot and were trying to satisfy State requirements by having some fenced areas.

B. Dion stated it was a wonderful proposal but was concerned about traffic, adding there may need to be some limitations on traffic. There may also be a strong need for a traffic survey in that area to determine the impact of bringing in approximately 100 families.

M. Fougere left the meeting.

S. Smith clarified that part of the existing building would be used to for the school. He questioned fire protection and stated part of the space may have to be sprinklered as well as the new facility. S. Greenshields responded the space they were planning to utilize would be more of an addition rather than renovation. Childcare would be on the first floor; toddlers would be in the addition spaces. Fire

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alarm and evacuation requirements are a top priority. Fire suppression in the new facility and existing building would probably be a requirement. S. Smith also voiced his concern about traffic and the parking spaces abutting Weeks Avenue in front of the house. It is a dead-end road but could be an issue if the road were not expanded. He also mentioned runoff mitigation and the buried wetland stream noted on the site plan that potentially goes out to Great Bay. It could be a hazardous area with all the parking on the plan. He questioned if all the parking spaces were necessary with a limited number of employees. S. Greenshields stated that parents do not enter the building due to COVID and the parking lot is empty most of the time. They may request a waiver for parking.

S. Gerome stated traffic would be reviewed. Circulation would be the critical situation with drop offs and pick-ups. There may need to be a waiver for parking. It is critical for the Planning Board to get the circulation right for safety reasons. S. Gerome also thought it would be a good fit for the Town. S. Gerrato agreed it would be good for the Town.

Responding to a question from F. Catapano, S. Greenshields gave a brief background of Montessori as it relates to their program. F. Catapano stated there is enough loading but was concerned with traffic on Rt. 33. Parents need to be informed there is no left turn onto Rt. 33.

3. Approval of Minutes

MOTION: J. McDevitt moved to approve the minutes of Thursday, January 07, 2021 as amended. Second – S. Gerome; roll call vote: F. Catapano – yes, J. McDevitt – yes, C. Medeiros – yes, S. Smith – abstained, B. Dion – abstained, S. Gerome – yes, S. Gerrato – yes. Five in favor, two abstained (S. Smith, B. Dion). MOTION CARRIED

4. Approval of Invoices

MOTION: S. Gerome moved to approve the payment to Donahue, Tucker & Ciandella in the amount of \$1,231.50 for interpretation of the Zoning Ordinance regarding 410 Portsmouth Avenue, multiple multi-family dwellings on one lot, from the Planning Board Town Budget. Second – J. McDevitt; roll call vote: F. Catapano – yes, J. McDevitt – yes, C. Medeiros – yes, S. Smith – yes, B. Dion – yes, S. Gerome – yes, S. Gerrato – yes. All in favor. MOTION CARRIED

5. Other Business

The sign-up period for elected office is open until Friday, January 29, 2021. Terms are up for F. Catapano, J. McDevitt and C. Medeiros.

S. Smith reminded members that the Town Deliberative Session would be held on Saturday, January 30, 2021, 9:00 a.m. at Greenland School. He asked for support for the zoning articles and any ideas to be presented should be sent to him. S. Smith will be presenting the zoning articles. S. Gerome noted that M. Fougere had submitted an outline of the zoning articles and a brief synopsis of each.

6. Topics for Public Hearing: Thursday, February 18, 2021

The CIP will be discussed after elections in March. Topics for the public hearing include:

- Preliminary Conceptual: 51 Great Bay Drive (John Pearl, Jr.), Condominium Lot
- Subdivision of Land: 14 Stratham Lane (Martel Realty Trust), 1.45-acre lot from 4.12 acres (remaining acreage: 2.67)

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- Preliminary Conceptual: 529 Portsmouth Avenue (formerly Sirois—corner of Cemetery Lane and Portsmouth Avenue; now Granite State Pioneer Group, Jeff Aspey), removing existing duplex & replacing with two-bedroom condex
- TENTATIVE: 2021 Master Plan

7. Adjournment

MOTION: F. Catapano moved to adjourn at 7:35 p.m. Second – B. Dion; roll call vote: F. Catapano – yes, J. McDevitt – yes, C. Medeiros – yes, S. Smith – yes, B. Dion – yes, S. Gerome – yes, S. Gerrato – yes. All in favor. MOTION CARRIED

NEXT MEETING

Thursday, February 04, 2021 – 6:30 p.m., Zoom

Submitted By: Charlotte Hussey, Administrative Assistant