

Town of Newington, NH

PLANNING BOARD

Meeting Minutes, Monday, January 13, 2020

- Call to Order:** Chair Denis Hebert called the January 13, 2020 meeting at 6:00 p.m., followed by the pledge of allegiance.
- Present:** Chair Denis Hebert; Vice-Chair Erika Mantz Board Members: Russ Cooke; Christopher Cross; Ben Johnson; and Peter Welch; Alternate Board member, Rick Stern and Jim Weiner; Alternate Board of Selectmen's Representative, Ken Latchaw; Town Planner, John Krebs; Gerald Coogan, Economic Development Consultant; and Jane Kendall, Recorder
- Absent:** Board of Selectmen's Representative, Mike Marconi
- Public Guests:** Greg Mikalatis, P.E. with August Consulting, Jim Tully from McGovern Auto, Ben Clarke with ABM Engineering; Town engineering consultant, Eric Weinrieb, P.E with Altus Engineering; Lulu Pickering and Will Gilbert ; Maggie Cooke

Chair Hebert introduced newly hired Town Planner, John Krebs and said that former Town Planner, Gerald Coogan would assist with the transition for few months, and continue working with the Economic Development Committee.

Chair Hebert announced a request for a continuance to February 10, 2020 for item B) Site Review for the Homes2 Suites.

Peter Welch moved to continue the Site Review for a 98-room, four (4) story Home2 Suites hotel at 141 Shattuck Way, Tax Map 20, Lot 4-C to Monday, February 10, 2020. Chris Cross seconded the motion, and all were in favor.

Chair Hebert announced a request for a continuance to January 27, 2020 for item C) 13-lot subdivision by John Liatsis.

Chris Cross moved to continue the public hearing for a 13-lot subdivision proposal at 271 Nimble Hill Road, Tax Map 18, Lot 3B to Monday, January 27, 2020. Peter Welch seconded the motion, and all were in favor.

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I) Public Hearings:

- A) Continuation of Site Review for McGovern Auto Group's **Subaru Auto Sales** facility to be located at the former Toys"R"Us building, located at **85 Gosling Road, Tax Map 34, Lot 3-1**.

Greg Mikalatis, P.E. with August Consulting stated that this was their fourth presentation, and that they had just presented their landscape plan to the Newington Conservation Commission on Thursday, January 9, 2020. Mr. Mikalatis said that Conservation Commission approved of the landscape plan with the condition that it be submitted with a stamp from a licensed landscape architect or designer.

Mr. Mikalatis said he had talked with former Town Planner, Gerald Coogan about their long-term lease. Mr. Coogan said that it looked like a separate parcel on the plan, but the land taxes would be billed by and paid to the Crossings Mall.

Chair Hebert said there had been confusion because it was listed as a subdivision plan in 1983, but it was really a lease, so he wanted to be sure that the plan showed that it was a lease and not a subdivision. Newly hired, Town Planner, John Krebs commented that there was a meets and bound description on the drawing with a separate map and lot from the parent parcel, so he didn't see it to be an issue. Mr. Mikalatis said would add a note that is leased parcel

Mr. Mikalatis said that they had received a letter of review from Town engineering consultant, Eric Weinrieb, P.E. with Altus Engineering, and were prepared to address questions.

Chair Hebert recommended that they discuss the waiver requests first.

Mr. Mikalatis stated that 140 spaces were required, but that they were requesting 111 spaces for their customers, and employees, and would use the remaining 191 for vehicle inventory, only there was no category in zoning for inventory.

Mr. Weinrieb commented that Section 18 of the regulations had five different categories, and the closest category was retail, because automotive sales was not listed. Chair Hebert agreed that it was reasonable this use would not need as much parking for automotive sales customers, and that the other parking spaces could be used for their inventory.

Chris Cross moved to grant the parking waiver for a high-density sales area for McGovern Auto Group's Subaru Auto Sales facility to be located at the former Toys"R"Us building, located at 85 Gosling Road, Tax Map 34, Lot 3-1 per the 12/9/19 revised parking plan DWG C-102 as discussed. Erika Mantz seconded the motion.

(Ken Latchaw arrived at 6:20 p.m. at this point in the meeting.)

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Chair Hebert commented that he was concerned if extra inventory blocked fire trucks, so he didn't think that the motion should be for the 111 parking spaces.

Alternate Board member, Rick Stern pointed that the dealership wouldn't take up customer spaces for inventory.

Board member, Russ Cooke asked how many employees the business would have. Jim Tully from McGovern Auto said they expected to have 26-40 employees, and they wanted an additional 71 spaces for customers. Board member, Chris Cross said he had referred to the drawing because the fire department wouldn't count vehicles to determine if the applicant was blocking access. Chair Hebert stated that his concern was with inventory overflow.

Chris Cross amended the motion to grant the parking waiver for a high-density sales area for McGovern Auto Group's Subaru Auto Sales facility to be located at the former Toys"R"Us building, located at 85 Gosling Road, Tax Map 34, Lot 3-1 as discussed, and in reference to 12/9/19 revised parking plan C-102. Erika Mantz seconded the motion. refer to the drawing, and Ericka Mantz seconded the motion.

Chair Hebert informed Alternates Rick Stern and Jim Weiner that they would not be voting because there was a full board.

The motion passed with Ken Latchaw abstaining because he had not been a part of the previous discussions.

Mr. Mikalatis went on with item #10 on the list in Mr. Weinrieb's letter, and stated that they intended to do standard duty pavement because there was not a lot of truck traffic.

Alternate Board member, Jim Weiner asked if that meant they had decided if they would repave the parking lot. Mr. Mikalatis replied that they decided that they would only crack seal and coat. Mr. Tully said they were was told it would come out okay.

Mr. Mikalatis informed the Board that they were also submitting a light waiver from the maximum lighting height to allow matching heights to the existing poles.

Ericka Mantz moved to grant lighting waiver request to for McGovern Auto Group's Subaru Auto Sales facility to be located at the former Toys"R"Us building, located at 85 Gosling Road, Tax Map 34, Lot 3-1, making the two new poles the same height as the existing poles as . as discussed per the 12/9/19 revised lighting plan dated 12/9/19. Peter Welch seconded, and the motion passed with Ken Latchaw abstaining, because he had not been a part of the previous discussions.

Mr. Coogan passed out recommended conditions of approval.

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Chair Hebert closed the public hearing, and opened deliberations on a motion, noting that alternate Board members would not be participating in the discussion, or voting.

Peter Welch moved to approve the site plan for McGovern Auto Group's Subaru Auto Sales facility to be located at the former Toys"R"Us building, located at 85 Gosling Road, Tax Map 34, Lot 3-1 with the following conditions:

1. *Regarding site specific issues:*
 - a. *Correct technical issues identified by Altus Engineering in their letter of January 13, 2020*
 - b. *Obtain all State permits from the New Hampshire Department of Environmental Services (NHDES) and others if needed*
 - c. *Record Stormwater Management maintenance requirements*
2. *Regarding administrative activities:*
 - a. *Provide funds for third party engineering inspection services*
 - b. *Provide a PDF of the final approved plans, which reflect any and all changes required as part of the approval process, including technical review comments*
 - c. *Provide two Mylars suitable for recording at the Rockingham County Registry of Deeds (RCRD) with appropriate recording fees (depending on the Mylar size) with separate fee for Land Conservation Historic Investment Program (LCHIP), made payable to RCRD, and three (3) copies of the final plans as approved by the Board*
3. *One hundred percent (100%) of the total cost of landscaping (based on the final plan to be determined at approximately \$9,000), to be held for a period of two (2) growing seasons to guarantee the survival of the landscaping installation*
4. *Ten percent (10%) of the site improvement cost estimate shall be provided as a site improvement and restoration security, a performance guarantee to be held until all site improvements are complete in a satisfactory manner; the applicant shall complete all site improvement work prior to the issuance of a certificate of occupancy*
5. *All final approvals by the Planning Board expire within two (2) years from the date of Planning Board site plan approval, unless the Board grants an extension. See "Section 23 – Site Approval Expiration, Site Plan Review Regulations"*
6. *The applicant shall comply with comments from Altus Engineering dated January 13, 2020*
7. *Work is not to be started before final plans are approved and the mylar is signed and State Permits have been received*

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Ericka Mantz seconded, and the motion passed 6-0 with Ken Latchaw abstaining.

- B) Site Review for proposal by **Doloma Investment of Portsmouth, Inc.** for a 98-room, four (4) story Home2 Suites hotel at **141 Shattuck Way, Tax Map 20, Lot 4-C**

This item was continued to Monday, February 10, 2020.

- C) Request by **John Liatsis** for a **thirteen-lot residential subdivision**, consisting of 11 single family units, and two duplex units located at **271 Nimble Hill Road, Tax Map 18, Lot 3B**

This item was continued to Monday, January 27, 2020

D) 2020 Zoning and Building Code Amendments

These items were delayed to hear the following item first.

- II) **New Business: Conditional Use and Driveway Permit** requests by **Lulu Pickering and Will Gilbert** regarding their property located at **339 Little Bay Road, Tax Map 23, Lot 23.**

Chair Hebert stated that the applicant had expressed concerns with the updated wetlands Lidar map, and reminded everyone that the Lidar map was only a tool, but that hiring a wetlands scientist, and a third-party review for delineations was part of the review process, and that the applicant hadn't done that yet.

The applicant Lulu Pickering stated that her presentation was only preliminary. She said she didn't intend to involve the United States Air Force (USAF) with PFAS at this point, but intended to work with the New Hampshire Department of Environmental Services (DES) for design and permitting if necessary.

Ms. Pickering said the USAF did a good job looking at soils, surface waters, and watershed flows, to determine the extent of pollution, and USAF civil engineering did maps in June 2019, which she presented. Ms. Pickering showed a topographic map where the water flowed from the highest fire training area, under sand, then came up where it flowed to Motts Pond, and beyond to the Piscataqua River and Great Bay. She said it relates to what they could do with their field.

Chair Hebert said the application before the Board was for a Conditional Use Permit. Ms. Pickering said she was trying to determine how to ditch her field, but needed to determine where the water flowed toward Motts Pond, and beyond

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Mr. Weiner asked if she was saying it flowed to Great Bay or the Piscataqua River, and Ms. Pickering said that the Piscataqua River went up as far as Great Bay Marine. Board member, Peter Welch said he thought the Piscataqua River ended at the junction of the three rivers at Dover Point, and Little Bay began after the General Sullivan Bridge, but Ms. Pickering disagreed.

Ms. Pickering showed the wet area between her red house across from the transfer station that she rented, and the family farm house she lived in, which was surrounded by three hills. She said the water coming from the cemetery stopped after the Town redesigned the road for better drainage, however.

Ms. Pickering said they used to keep animals in the field when they lived in the red house, then moved to another field upland when they moved to the farm. She said their goal was to let them graze so they wouldn't have to mow, but they couldn't let them drink or forage, and needed to figure out a way to drain the area.

Ms. Pickering stated that all the farms had drainage ditches, and that the prime wetland designation on her property was a drainage ditch, but that DES would still require a permit for trenching, so she would work with them.

Mr. Weiner commented that drainage ditches were allowed on agricultural property, but wanted to know if she intended to subdivide the property into sellable lots. Ms. Pickering replied that they did not intend to subdivide.

Mr. Weiner said his understanding was that once someone dug a ditch for agricultural purposes, they become wetlands, and, then couldn't change them. Ms. Pickering stated that she wanted to drain as much of pollution out as quickly as possible rather than allowing it to sit, and contaminate the land. Chair Hebert commented that he didn't think anyone would ever see it cleaned up in current life times.

Chair Hebert asked what the intended purpose of the driveway was. Ms. Pickering replied that it was to allow access from the farm to the back field, and as close as possible to the red house to get contractors in.

Chair Hebert stated that she would need to follow the driveway regulations for width, and a 4-1 pitch, width and that he thought it would might be easier to get agricultural access without a curb cut. Chair Hebert added that she would still need to get a wetlands scientist to work with her for her DES drainage permits.

Chair Hebert reminded her to let the building inspector know that she had received the permits before she did the drainage.

Mr. Cross said he thought that the Board had been provided with enough information to decide, and asked why Ms. Pickering didn't want to go forward with the Conditional Use Permit request. Ms. Pickering said she had been told that she would need to hire a wetlands scientist, and that she didn't want to do the driveway until she worked with DES to determine how many ditches were recommended for drainage. She said she would return to the Board to discuss the driveway after she went before the Conservation Commission, and received her wetlands permit.

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Mr. Cross responded that he thought there was no other access alternative with less impact, so he would vote in favor. Chair Hebert said he wasn't sure if the rest of the board was there.

Vice-Chair Mantz commented that Ms. Pickering had laid out a good path, and agreed that it would probably work, but didn't see the need to rush through the process.

Chair Hebert agreed, and noted that there were four criteria for a Conditional Use Permit, nine criteria for a driveway permit, and that the Board had consistently required applicants to hire a wetlands scientist to delineate wetlands in the field, and he didn't understand why Mr. Cross wanted to rush the process this time.

Mr. Cross replied that a site walk might be required, but that there was no need to know the type of wetlands for this application because it met the criteria for a driveway permit.

Chair Hebert said the Board would be taken to task if they deviated from standard procedure because any other applicant applying for a Conditional Use Permit would be required to hire a wetlands scientist, and follow the Planning Board's process to be sure there were no better alternatives.

Mr. Weiner agreed that the standard procedure was to hire a wetlands scientist, apply for DES permits, then request a recommendation from the Conservation Commission. He added that even the Town's wetlands consultant, Mark West stated that a GIS or Lidar map couldn't identify certain wetland soil types.

Chair Hebert informed Ms. Pickering that she would need to act on the Conditional Use Permit within 60 days or continue to a date certain. Ms. Pickering said she had contacted Dave Price with DES, but hadn't been assigned to work with anyone there yet.

Mr. Stern suggested that she withdraw the application, and resubmit. Mr. Krebs added that there was no fee involved in the application, so they could re-notice.

Mr. Latchaw left at this point in the meeting at 7:33 p.m.

III) Other Business: 2020 Zoning Amendment Discussion: Article XVIII - Workforce Housing Overlay Zoning District

Chair Hebert passed out the January 13, 2020 draft proposal in accordance with RSA 674:21 and 675:1, II, along with a residential zoning overlay district for consideration.

Mr. Cross stated that Rockingham Planning Commission (RPC) had a meeting on New Hampshire housing and made recommendations in October 2019 to create housing in all income brackets from lowest to highest. Mr. Cross said that they would be introducing bills to the New Hampshire House of Representatives for a vote by June 2020, that would have an impact on every town, as well as this board.

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Chair Hebert went on to say that the Board had been discussing affordable workforce housing over the last 10 years and in the Master Plan. He said the Board tried to address the requirement with accessory dwelling units (ADU), but he attended an Economic Development Committee (EDC) meeting recently, and developers were saying towns were not compliant if they did not provide zoning for multi-housing units of five 5 units or more.

Chair Hebert said the study for mixed use in the Commercial District wouldn't be done until February 1, 2020, but the mixed-use study was not studying workforce housing in the residential zone for compliance to the State RSA.

Chair Hebert said they could post the proposal for a January 27, 2020 public hearing if the Board accepted the draft with only minor modifications. Chair Hebert reminded the Board that the proposal could still be killed during the public hearing, or after it was presented as a Zoning Ordinance amendment.

Mr. Krebs commented that the statute changed ten years earlier, and it would be up to the Board and the town to determine if they wanted to establish an overlay district, or wait, and take their chances of a developer showing up with a proposal.

Chair Hebert noted that applicants would go before the Planning Board for a Conditional Use Permit, and would then go directly to court, not the Zoning Board of Adjustment (ZBA) if denied according to the State RSA.

Chair Hebert presented a proposed overlay map, and said they only had to designate an area to be compliant with the workforce housing requirement to be compliant. He said the workforce housing overlay district wouldn't change existing uses.

Chair Hebert said it wouldn't include Mitchell's Gulf Station because it wasn't a big enough area, and because of the road; but it would include the larger Thermo Fisher Scientific lot that might be reused someday, and the former drive-in theatre area along the Spaulding Turnpike before Exit 3 in case the New Hampshire Department of Transportation (NHDOT) decided to sell the property.

Mr. Stern asked if any of the Newington owned property on Pease Tradeport could be designated for workforce housing. Mr. Cross replied that he didn't think so because the PDA didn't want workforce housing, and they had already denied acknowledgement of Newington's prime wetlands overlay that crossed over.

Mr. Cross went on to say that there was no intention of continuing the railroad line, however, so there might be a possibility of designate both properties on either side of the railroad crossing. Chair Hebert responded that there was a lot of land there that could affect the demographics of school children in Newington, and Attorney Lynn Hinchey said they would need to renegotiate everything with Newington if they were to use any of the property on Pease.

Vice-Chair Mantz commented that workforce housing sounded like a good idea, but she didn't see many developers building in any quantity or significance. Mr. Krebs replied that it took a couple of years, but developers were getting tax credits for workforce developments, as they had in Laconia and Dover, New Hampshire, and Great

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Bridge Developers had built a 50-unit building in South Berwick, Maine had built 50 units.

Mr. Coogan commented that a developer would need to find a willing seller, and there would need to be a change of policy for public water, and sewer treatment. Mr. Stern responded that public sewer hookup was present on other side of the stream, but it a pump station would cost \$350,000.

Chair Hebert said standards were established to make sure that workforce housing would be built at the same standard as other market rate housing to prevent lower standards. Mr. Krebs passed out a copy of the 2019 Workforce Housing Purchase and Rent Limits according to RSA 674:58-61. Mr. Coogan said they would be a waiting period, but developers would get Federal tax credits. Vice-Chair Mantz asked if the Town would tax the property any differently, and Mr. Coogan replied that the property would be taxed in full.

Mr. Stern commented that previous guest experts on workforce housing had said that a site was only required to remain as workforce housing for 25 years, but he thought the Town's Ordinance should require that it remain workforce housing indefinitely. Mr. Coogan acknowledged that some towns made their workforce housing to remain in place indefinitely, and that Newington could require developers to provide yearly reports to the towns every year.

Chair Hebert commented that 30 years loans were all that banks were willing to do, so he thought that the State should address that problem to prevent workforce housing from reverting to higher priced regular housing after the 30 years was up. Mr. Krebs added that workforce housing could be condominized after 30 years.

Mr. Cross said he had not been that concerned with lawsuits for affordable housing, but changed his mind over last year after the RPC meeting he attended. He said it was not law yet, but Governor Sununu supported the bills in place. Mr. Cross said if workforce housing became mandatory, the application process would become streamlined, and boards would only have 65 days to make a final decision. He said appeals or denials would go to court in 90 days, and applicants could claim damages against town for delays on project

Mr. Cross said that land use board members and selectmen would be required to go through retraining to adopt innovative toolboxes for housing, that would allow towns to adopt mandatory, inclusionary zones that were economically feasible.

Mr. Cross said that all town fees had to be determined and fixed at the time of application acceptance, as well as third party engineering review fees, water application and sewer fees, and building permits would require set estimates before approval. Mr. Cross added that there could be any housing incentives that a town gave, would have to apply equally to all housing, such as Housing support infrastructure/out sewer could get state funding.

Mr. Cross went on to say that they needed affordable workforce housing that was economically feasible, but it was very risky for a developer because it required high

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profit margins; however, there would be stimulating investments from developers and local and state tax incentives that would be applied to residential developments. He added that there would be business and tax exemptions for any revitalization such as with malls.

Mr. Cross said he hadn't had time to read the entire draft, but that he would support going to a public hearing

Mr. Coogan suggested that the Board would need to modify the housing chapter of the Master Plan. Mr. Welch responded that even if they designated an area for workforce housing, the statement in the Master Plan that the residential area was not conducive for multi-unit housing would still be true. Mr. Krebs commented that they could say it was not suitable, but that the Town tried to be compliant.

Mr. Cooke commented that he had only just heard of the proposal, but he felt he could support it somewhat. Chair Hebert apologized for bringing it forward at the last minute, but he had to in order to schedule a public hearing for further discussion. Mr. Cooke commented that it always sounded as if the Planning Board wanted a proposal when they recommended it for a town vote. Mr. Krebs replied that it only meant that they were recommending the proposal for a vote.

Ericka Mantz moved to post the modified draft of Article XVIII – Workforce Housing Zoning Overlay District, Section 1& 2 for public hearing. Peter Welch seconded, and all were in favor.

Mr. Coogan said he would contact Administrative Assistant, Eleanor Boy to run the public hearing notice in the paper on Thursday, January 16, 2020 so that it would be posted ten days in advance of the Monday, January 27, 2020 meeting.

I) Public Hearings: Continued

D) 2020 Zoning and Building Code Amendments

1) Gas Transmission Line Buffer

This item was delayed to hear the following item first.

2) Article IX - Signs

Chair Hebert said he thought they had updated the sign ordinance a couple years ago, but were doing so again at the recommendation of the American Civil Liberties Union (ACLU), Town counsel, and the Board of Selectmen. He said there was a redline document changing that a permit was required to a permit was required to be submitted under Section 3.

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Chair Hebert said the Section 7 would be updated to correct the semantics of temporary sign duration, clarification on safety setback from the roadway under 8B, and prohibiting placement on public property under Section 9.

Chris Cross moved that the proposal to update Article IX - Signs go to Town Meeting vote. Peter Welch seconded the motion.

Mr. Stern asked if the Town Planner was responsible for giving out sign permits. Mr. Krebs said he thought building inspector gave out permits. Chair Hebert said it seemed odd that the Town Planner would give out sign permits, but there wasn't time to change it.

Vice-Chair Mantz said she thought that the right-of-way and Town property needed to be clarified. Chair Hebert responded that the right-of-way varied from road to road, and even surveyors questioned who owns the roads.

Mr. Cross said the proposal was recommended by Town counsel, and suggested that they move forward with what they had.

Vice-Chair Mantz commented that the change didn't address what would happen if a Town official violated the Ordinance. Chair Hebert responded that the Board of Selectmen were the enforcement officers for Ordinances, and it was the same if any law was broken, a municipal official could be removed, or the Town could be sued, but the Planning Board was not the place to discuss the issue.

The motion passed unanimously.

1) Gas Transmission Line Buffer

Chair Hebert informed the Board that Mr. Cross wanted to submit a revision to the gas transmission line buffer amendment that he was recommending. Mr. Cross included the reasons for his proposal and discussion continued.

Mr. Stern said he thought they should only include a description of the 30" high-pressure, gas transmission line, and not include the name of the gas company.

Mr. Johnson asked if they had contacted to gas company. Mr. Cross said they had been contacted, were cooperative and pleased that the Planning Board was paying attention.

Mr. Cross said the gas line was well-designed and operated, but the intent of the buffer was to provide some protection against catastrophic events.

Mr. Weiner said he thought they shouldn't say that the setback would provide occupants and emergency personnel with a minute to escape, because escape time could vary depending on circumstances. Mr. Weiner suggested that they should say that there was a 740-foot blast radius, and the additional setback could provide a short time to get away.

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Mr. Cooke said he had worked on nuclear power plants at the Portsmouth Naval Ship Yard, and although Federal government regulations acknowledged dangers, he didn't think there were any more risks than what anyone accepted in everyday life. He said wanted people to be safe, but he thought it was up to the Federal government to do the regulations.

Mr. Cross said the Federal government didn't want to regulate gas lines because gas companies wouldn't want to build their pipelines out from property, or compensate property owners. He said the final decision would be up to the town after the Board presented the proposal.

Mr. Cooke responded that the Board would also need to determine if they would allow less of a setback if a developer offered to build a berm or other blast protections. Mr. Cross said an expert would need to be hired at the developer's expense to establish what protections were provided. Mr. Cross said an owner could decide to put up a protective berm, but there was no guarantee that they would, or that there would be any guarantee of safety from buffers because of variations.

. Mr. Krebs commented that the gas lines only impacted a handful of lots, and that he thought they could require the private property owners to create a buffer from the gas lines.

Mr. Cross said provincial Canadian governments created ordinances, as did a couple of U.S. states. He said he was concerned because the gas lines weren't even on listed on the tax maps. He said he thought it should be added to deeds if they required a developer to do their own buffer setback from the gas lines.

Chair Hebert suggested updating the subdivision regulations to include a listing of the gasoline in the deed. Mr. Krebs said buffers wouldn't apply to a vacant lot so it would need to be in the Zoning Ordinance to make it effective, and he wasn't sure everyone would want to do that. Chair Hebert agreed that the Town would have no authority to send a note to a deed for a vacant lot.

Mr. Johnson suggested that developers inform buyers and tenants if they were within 350 feet of the gas line. Chair Hebert said they could only let the buyer beware. Jane Kendall of Nimble Hill Road said it was not up to a realtor to research property, but up to the buyer to do due diligence.

Mr. Stern asked if they could require a developer to inform a buyer. Mr. Krebs said they could, but the question was who would enforce it.

Chair Hebert said he thought the gas lines should be clearly marked on subdivision plans, and that the Town should update the tax map to include gas lines so that appraisers, realtors, or buyers could see it. Vice-Chair Mantz asked if the flood planes on were on the tax map, and Mr. Cross said only prime wetlands were on the map.

Mr. Johnson said he would prefer notification on the tax map, and Vice-Chair Mantz, Mr. Cooke, Mr. Stern and Mr. Weiner all agreed.

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Russ Cooke moved to not move forward with the proposal for a Gas Transmission Line Buffer amendment. Ben Johnson seconded, and the motion passed, 6-1 with Chris Cross opposing.

Mr. Welch asked how they would put the gas lines on the tax maps. Chair Hebert said it would be done by the accessor so he would ask Mr. Krebs talk to assessors to have the Board of Selectmen approve the update.

IV) Additional Discussions:

Mr. Cross commented that many application representatives were not coming in prepared, and that the Board needed to improve their review process. Mr. Cross said it would help if the Town Planner would review applications for compliance with the Ordinance before they came before the Board. Mr. Cross said he also realized that business decisions were up to the applicants, and not in the Board's purview to redesign.

Mr. Krebs responded that he also made part of his living as a building developer, and sometimes applicants were not prepared, and the applicants' engineers needed to pull their weight, so the Board could lay out ground rules that they expected a complete presentation in 65 days.

Mr. Coogan suggested having Town engineering consultant, Eric Weinrieb review applications with the applicants before meeting with the Planning Board, and then present to the Technical Review Committee (TRC) before presenting to the Board.

Minutes: *Chris Cross moved to approve the Minutes for the December 9, 2019 meeting with corrections as noted. Peter Welch seconded, and all were in favor.*

Peter Welch moved to approve the Minutes for the December 16, 2019 meeting. Chris Cross seconded, and the motion passed with Russ Cooke abstaining.

Adjournment: *Peter Welch moved to adjourn the meeting. Ben Johnson seconded the motion and the meeting adjourned at 9:25 p.m.*

Next Meeting: Monday, January 27, 2020 at 6:00 p.m.

**Respectfully
Submitted by:** Jane K. Kendall, Recording Secretary

These Minutes were approved and adopted at the January 27, 2020 Planning Board Meeting.