

**Town of Newington, NH**  
**PLANNING BOARD**

Meeting Minutes, Monday, February 26, 2018

- Call to Order:** Chair Denis Hebert called the February 26, 2018 meeting at 6:30 p.m., followed by the pledge of allegiance.
- Present:** Chair Denis Hebert; Vice-Chair Christopher Cross; Board Members: Bernie Christopher; Jim Weiner; Rick Stern and Peter Welch; Alternate Member: Ken Latchaw; Board of Selectmen's Representative, Mike Marconi; Planner, Gerald Coogan and Jane Kendall, Recorder
- Public Guests:** Michael Patenaude; Attorney Karyn Forbes; David Hislop with Knights Hill Surveying; Troy Leedberg; Blanche Abbott; Paul Bagley; Carol and Steve Bush; Brenda Blonigan; Margaret and Russell Cooke; Bhaman Sharifipour; John Frink; Mark Phillips; Chris Gagnon with MSC Engineering

**1) Public Hearings:**

- A) Lot line adjustment proposal by John Liatsis, Troy and Lily Leedberg regarding property located at 271 Nimble Hill Road and 11 Hannah Lane, Tax Map 18, Lots 3A and 3B.

*This item was delayed to hear the following items next*

- B) Continuation of Site Review proposal for a 100-room hotel at 2061 Woodbury Avenue, Tax Map 27, Lot 2.

*This item was continued to the March 26, 2018 meeting at the applicant's request.*

**2) New Business:**

- A) Driveway Permit request by Michael and Robin Patenaude at property located at 65 Nimble Hill Road, Tax Map 12, Lot 10

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*Vice-Chair Cross and Alternate Board member, Ken Latchaw recused themselves.*

The applicant, Mike Patenaude appeared before the Board to request a curb cut for his lot. Mr. Patenaude explained that he intended to install the culverts while the ground was still cold.

Mr. Patenaude said he had asked the Town building inspector to observe the existing condition of Nimble Hill Road because it was already cracked. Mr. Patenaude added that the building inspector had invited Town engineering consultant, Eric Weinrieb along and asked the Board if the additional expense with a four-hour minimum charge was necessary since he had already received all his State permits prior to requesting his Conditional Use Permit.

Chair Hebert replied that the applicant would be responsible for any consultant fees that the building inspector requested. The applicant's counsel, Attorney Karyn Forbes with Shaheen and Gordon, P.A. commented that they understood that the applicant was responsible for a third-party engineering review for the Conditional Use Permit, but asked what ordinance required an additional review for the driveway permit.

Town Planner, Gerald Coogan replied RSA676:4 explained the payment of third party reviews and that the Town would provide periodic statements regarding fees. Attorney Forbes asked if they would be required to wait until they received a bill before they could challenge the charges and Mr. Coogan replied that that was correct.

Mr. Patenaude asked if Mr. Weinrieb had billed him for his review of the proposed pond even though they had only applied for a Conditional Use Permit for the driveway. Chair Hebert replied that he probably had, but it only had to do with how the pond might affect the runoff to the abutters. Mr. Patenaude commented that Mr. Weinrieb had done pages of review on the pond. Chair Hebert said they hadn't discussed it, but he would make a note of it.

Mr. Patenaude stated that the excavation would be minimal, and he would use two loads of clean gravel because the soil onsite was not suitable to go under the roadway.

Chair Hebert stated that the line of site looked good with the culvert within the right-of-way as shown on the plan. He added that he wanted to be sure that runoff would not drain onto the road to avoid sheeting and ice forming during cold weather.

Board member, Peter Welch asked what material was being used for the culvert and the soil beneath. Mr. Patenaude replied that he would be using 12" corrugated plastic pipe with over a foot of sandy soil beneath.

Board member, Jim Weiner asked if there was a culvert in current location. Mr. Patenaude said there might have been previously, but if so it was removed.

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*Jim Weiner moved to grant the curb cut request by Michael and Robin Patenaude at property located at 65 Nimble Hill Road, Tax Map 12, Lot 10. Bernie Christopher seconded the motion, and all were in favor.*

**1) Public Hearing:**

A) Lot line adjustment proposal by **John Liatsis, Troy and Lily Leedberg** regarding property located at 271 Nimble Hill Road and 11 Hannah Lane, Tax Map 18, Lots 3A and 3B.

*This item was delayed to hear the previous items first.*

David Hislop with Knight's Surveying appeared before the Board on behalf of the applicants. Mr. Knight stated that Troy Leedberg had purchased his 20 acre and then built his house on the lot. He said Mr. Leedberg was interested in selling 17 acres to abutter, John Liatris.

Mr. Hislop explained that although the original lot already had State subdivision and septic system approval when the house was first built, the remaining 2.76 acres still needed to go before the Department of Environmental Services (DES) for review because it was under five acres.

Chair Hebert asked if the curb cut was staying the same and Mr. Hislop replied that it was.

Mr. Coogan asked about the 50-foot right-of-way easement over Lot 3A to access Lot 3B. Mr. Hislop said the easement crossed the Leedberg property to get to the buildable area at the back of the other lot.

Chair Hebert stated that he was not aware that there was an access easement from Hannah Lane that cut across Mr. Leedberg's property. Mr. Hislop replied that an access easement was needed when the original subdivision was created, but it would no longer be needed once the lot line adjustment was granted. Vice-Chair Cross also recalled that the easement was placed on both lots when it was subdivided in 1996.

Mr. Coogan commented that a subdivision of the larger lot would require 200 feet of frontage and a 1,500-foot access road and it appeared that there were a lot of wetlands on the lot. He suggested that they delete Note 4, so no one would attempt to exercise an easement through Jack and Luanne O'Reilly's property on Fox Point Extension.

Mr. Hislop replied that the old lot used to be an apple orchard and the access easement was on the deed from 1897. Board of Selectmen's representative, Mike Marconi pointed out that the Wood Trail easement ran under the O'Reilly's garage.

Chair Hebert noted that the plan also listed a curb cut going out to Arboretum Drive, which was Pease Development Authority's property, over which the Town did not have jurisdiction. Chair Hebert stated that the applicant needed to be aware of these

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issues because granting a lot line adjustment didn't necessarily mean that the lot would meet standards for a subdivision. He said he didn't want anyone to think that either the curb cut going through Arboretum Drive or through the O'Reilly's property would be acceptable based on Town legal counsel and that he would like all easements cleared up.

Mr. Hislop replied that he could make a note that the easements were null and void as they were no longer necessary. Vice-Chair Cross questioned if the Board had the right to request the removal of the "Wood" path easement because it was on Dorothy Watson's original deed. Mr. Marconi commented that it would be up to the attorneys to clear it up on the deeds and Chair Hebert agreed. Mr. Coogan commented that Note 4 was on the plan that was approved in 1996 and Mr. Hislop pointed out that that was a topography plan, not the registered deed.

Bahman Sharifpuor of 33 Hannah Lane asked about the approval of the septic system and subdivision and Chair Hebert clarified that it had been approved by the State, but not by the Board yet.

John Frink of Nimble Hill Road commented that the State did a wonderful job on the drainage culverts where the Butterworth and Liatsis driveways were before they turned Nimble Hill Road over to the Town, but the culverts had since filled in, so he thought it would be a good idea to locate them and consider if replacements were needed. Mr. Marconi replied that the Town administrative assistant could research the culvert.

Brenda Blonigan of Hannah Lane commented that the Leedberg's did not have 200 feet of road frontage as required and were granted a variance on December 30, 2013. Ms. Blonigan added that Mr. Leedberg had stated at that time that he had no intention of subdividing the non-conforming lot. Chair Hebert replied that Mr. Leedberg did not have 200 feet of continuous frontage on the same street, but he did have 200 feet of combined frontage on both Hannah Lane and Nimble Hill Road.

Mr. Sharifipour stated that he and his wife who was disabled had moved to town three and a half years earlier because they wanted to enjoy the rural character and friendliness of the town. He said he also wanted to build his wife a greenhouse where she could sit and enjoy looking out the back to the open lot as it was, but now he was concerned that the applicant would subdivide the large parcel and build other houses that would block their view. Mr. Sharifipour said he spent a lot to make his home handicapped accessible and it would take a lot to find a similar home.

Chair Hebert replied that properties did not come with rights of view but purchasing an abutting lot had been suggested to another resident who wanted to protect his view on Dumpling Cove and he could consider doing the same. Mr. Sharifipour asked if there was any chance for abutting property owners to have first crack at purchasing abutting lots if a subdivision was approved later. Chair Hebert replied that would be a civil matter and the Board could only make suggestions.

*(Vice-Chair Cross left at 7:15 p.m. at this point in the meeting).*

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Chair Hebert replied that he understood people's concerns with the potential for a subdivision, but this application was only for a lot line adjustment and the Board would need to hear a reason that the application did not meet requirements for a lot line adjustment only.

Carol Bush of 40 Hannah Lane commented that the concern was that there were a lot of wetlands on the lot and that the Board would grant a subdivision as they had for three houses on Lydia Lane where the vernal pool that her dog used to swim in was now filled in and the houses were virtually on islands.

Mr. Marconi responded that the three dwellings in the development next to the Town Hall were duplex condominiums that met the requirements at the time. Chair Hebert added that both the applicant and the Town had performed wetlands reviews on the site and the applicant had applied for the necessary permits with the Department of Environmental Services. He added that the development met the Ordinance at the time, but the Town had since changed the Ordinance to require three acres for a duplex so that there would be more surrounding property.

Mr. Sharifipour commented that he did not expect the town to stay the same, but he thought the Town should take care of existing residents and that even three acres for a duplex would encroach on single family homes.

Margaret Cooke of 41 Hannah Lane stated that she had been a long-time resident since 1989 and wondered why they weren't granted exceptions as was Dorothy Watson and subsequent applicants when the Board granted her subdivision without 200 feet of frontage for each lot as others were required.

Ms. Cooke commented that many residents were never informed of the Master Plan survey that was posted on the Town website, but the results stated that 70% of residents expressed an interest in maintaining a small-town character, which was the reason many people had moved to Newington.

Ms. Cooke went on to say that if a road went in, then there would be more houses, children in the schools and street lights and she believed that a big subdivision would also affect their property values.

Ms. Cooke also asked who would maintain the road if a road was put in for the development. Board member, Rick Stern replied that the Board of Selectmen would need to accept the road as a Town road before the Town would be responsible for maintenance.

Ms. Cooke asked how residents could be assured that houses would not be built on ponds as Mrs. Bush had suggested. Mr. Weiner replied that he had talked with the building inspector to be sure that he and the Conservation Commission worked together to be sure that wetland setbacks are enforced. Ms. Cooke said she was still concerned when plans were approved, and people altered their driveways or homes after the fact and was therefore, opposed to the applicant requesting a lot line adjustment that altered the original subdivision.

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Mr. Marconi stated that the Planning Board had initiated a lot of changes in the Ordinance over the last three years to protect the rural character of Newington village. Chair Hebert agreed, but added that the Town also had to allow for affordable work force and elderly housing, so it was getting harder to make restrictive ordinances.

Ms. Bush asked if people were familiar with the United Nation's Agenda 21 ([https://en.wikipedia.org/wiki/Agenda\\_21](https://en.wikipedia.org/wiki/Agenda_21)) action plan that would move people into the cities. Chair Hebert replied that was similar to German cluster housing in villages that maintained surrounding parcels for farming.

*(Vice-Chair Cross returned at this point in the meeting at 7:39 p.m.)*

Amy Abbott spoke on behalf of her mother, Blanche Abbott of 12 Hanna Lane. Ms. Abbott asked if everyone on Hannah Lane was required to have three acres lots and Chair Hebert reviewed how the previous requirements had changed for single-family dwellings and duplexes, as well as the form factor requirement to prevent "pork-chop" lots. Mr. Coogan also reviewed the uplands and wetland setback requirements.

Mr. Frink asked if the lot proposal met the form factor and Vice-Chair Cross replied that larger lots over 10 acres or lots with over 300 feet of frontage weren't required to meet form factors.

Chair Hebert asked if anyone had checked on the conditions of approval or variances. Mr. Hislop replied that the only variance was allowing 150 feet of frontage instead of 200 feet for the original subdivision. Mr. Coogan replied that he had checked the file and hadn't seen any conditions of approval. Vice-Chair Cross stated that he recalled that the Watson family members were told that they could return to the Board without prejudice if they wanted to merge the lot again.

Ms. Blonigan stated that she recalled the discussion during the meetings in 1996 that it was never to be subdivided, but that discussion was not included in either the Planning Board or Zoning Board Minutes. Ms. Cooke commented that the Minutes hadn't even said what the Board's decision was. Chair Hebert replied that he had heard rumors that the Watsons had said they would never subdivide, but there was nothing that could be done if it was not recorded in the Minutes, a letter of decision or a deed.

Mr. Frink commented that property rights were not under the purview of Board as was the case with another resident on Swan Island Lane that had objected to a subdivision, but it was considered a civil matter because there was nothing in the deed either.

Mr. Marconi asked if the Board might take more time to research the matter further and Mr. Weiner asked if anyone would want to revisit the deed.

Board member, Bernie Christopher replied that he didn't want any residents to go through what he had gone through with a difficult abutter, but he thought people were setting a bad precedent by talking about a subdivision when that was not the application before the Board and the possibility should not be used to make a decision.

Mr. Sharifipour commented that he had just received his abutter's notice, reviewed the proposal and he thought he should have the right to investigate further. He

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added that he would like to have his attorney look at the deed and talk to both the seller and buyer first. Mr. Christopher replied that he understood, but he didn't want the Board to set a dangerous precedent.

Chair Hebert commented that the Town sent notifications of the application and public hearing to all abutters by certified mail and the applicant was not required to do more than that.

The applicant, Troy Leedberg commented that he was surprised with all the discussion of a subdivision as he already had an approved septic design and was applying for a lot line adjustment.

Mr. Leedberg stated that he had the required 200 linear feet of frontage on Hannah Lane and Nimble Hill Road and that he had to hire an attorney and go to court to build his home on 20 acres in the first place and the delay with his builder added up to an additional cost of \$20,000 after he had purchased the property. Mr. Leedberg went on to say that the abutters were sent a notice in advance, but he had never heard anything until the hearing and now he was faced with paying another mortgage for a second house in Hampton.

Ms. Cooke and Mr. Sharifipour expressed an interest in delaying the Board's decision to give them time to research the deed.

Vice-Chair Cross replied that he saw no legal reasons to delay a decision, noting that the applicant had a financial burden for every day delayed, perhaps including a purchase and sales expiration date, which the Town and tax payers could be liable.

Chair Hebert replied that having two mortgages was self-imposed and could not be part of the Board's decision, however. Mr. Sharifipour recommended delaying the decision for two weeks to do his research and stated that he would cover Mr. Leedberg's hardship expenses if it took longer. Chair Hebert replied that any such agreements would have to be between him and the applicant.

Mr. Coogan stated that aggrieved parties had 30 days to appeal the Board's decision. Vice-Chair Cross added that the applicants couldn't go forward until the 30-day appeal process had passed, which would give any aggrieved parties time to address questions of an unknown nature.

*Mr. Marconi recused himself from the vote.*

*Rick Stern moved to accept the proposal for a lot line adjustment by John Liatsis, Troy and Lily Leedberg regarding property located at 271 Nimble Hill Road and 11 Hannah Lane, Tax Map 18, Lots 3A and 3B as substantially complete. Jim Weiner seconded the motion, and all were in favor.*

Discussion ensued regarding the process of appeal. Mr. Coogan stated that an appeal would go directly before the Superior Court for any person concerned with a subdivision or plot plan. Ms. Cooke commented that an appeal to the court would be an extra burden on abutters.

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Chair Hebert said the process was not entirely clear to him since the appeal regarding the Board's decision on Sea-3 went before the Zoning Board of Adjustment (ZBA). Mr. Coogan replied that he would investigate it further to determine if an appeal would go to Superior Court or if it would be an interpretation of zoning or code enforcement and then it would go to the ZBA, and he would include it in the letter of decision.

Mr. Christopher noted that the Mr. Marconi had recused himself from the previous vote, but it had been since been determined that it was not necessary since appeals did not go before the Board of Selectmen.

Chair Hebert said he was trying to keep the Town out of trouble and he hadn't heard anything to prevent approving the lot line adjustment proposal on such a large lot and the only thing he could do was call a brief recess to call Town counsel at 8:21 p.m.

Chair Hebert returned at 8:31 p.m. and said he could not reach Town counsel, but asked Mr. Hislop who was a licensed surveyor to explain what he had done.

Mr. Hislop stated that he did the original survey around the boundary in 1995 and drilled holes in the stone walls and set pins, which he referenced in this lot line adjustment plan to be sure that they matched the first recorded plan. He added that he had to calculate the form factor to create the smaller lot, which was difficult and that was how they ended up with 2.76 acres.

Mr. Hislop went on to say that the easements were referenced on the original subdivision, which required a topographic plan showing the easements. Chair Hebert replied that he didn't want the easements to be confused as curb cuts and Mr. Weiner agreed. Mr. Stern said he didn't have any issue with leaving them on the plan for reference.

Chair Hebert asked if anyone felt they were having land being taken from them and no one said they did.

*Chris Cross moved to approve the proposal for a lot line adjustment by John Liatsis, Troy and Lily Leedberg regarding property located at 271 Nimble Hill Road and 11 Hannah Lane, Tax Map 18, Lots 3A and 3B as presented with the condition that the Wood Trail easement would be removed. Bernie Christopher seconded the motion. The motion passed 5-1 with Bernie Christopher, Chris Cross, Jim Weiner, Peter Welch and Denis Hebert voting in favor and Mike. Marconi opposing.*

- A) Preliminary Consultation by **Rollins Farm Holdings**, LLC for self-storage and light industry at property located at River Road and Shattuck Way, Tax Map 13, Lot 6B, 5A, 6A and 7A and Tax Map 19, Lot 2.

The applicant, Mark Phillips passed out the plan for his proposal. Mr. Phillips stated that this was the former Eversource property and five different parcels would be combined into 14.5 acres. Chair Hebert replied that he would need to merge the lots



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and then do a subdivision. Mr. Coogan replied that a lot line adjustment was less expensive.

Mr. Phillips stated that there was only one warehouse building surrounded by a chain link fence on the property that was currently being leased by Metal Roofing until the end of May 2018. Mr. Phillips said he was considering whether to sell the building or segregate it into a minimum lot size because it was surrounded by unusable wetlands.

Mr. Phillips said he was considering turning the building into an industrial flex building with an open bay with a garage door, a small office and a half bath because there was a high demand for them.

Mr. Christopher replied that he could see the need for industrial bays for electricians, HVAC and other contractors. Chair Hebert commented on the recent explosion and fire at an auto repair shop in Greenland and said they would want to be careful with the uses that went into the building.

Mr. Phillips added that he needed to provide five parking spaces for every 1,000 square foot building, which would use up a lot of land. Mr. Coogan suggested requesting a waiver from parking, but Mr. Phillips stated that he would need flexible parking for the incubator space.

Mr. Phillips stated that the other lot had a lot of wetlands and there was an easement for a sewer line that was no longer in use and so Newington Waste Water Treatment Operator, Denis Messier said he could put buildings over the line because it had been discontinued.

Mr. Phillips said the middle lot would be 3.5 acres of high land in the Office Zone, and he had considered a hotel because it would be lucrative for the site, but he was not sure because he would need someone to invest in it and run it and he was not a hotel person. Mr. Coogan asked if there was viability for long term residents for hotels and Mr. Phillips said he didn't know from personal experience, but he knew it would provide a higher tax base.

Mr. Phillips said he was also considering using another small lot to build a 5,000 square foot building for recreational vehicle (RV) storage with a wash station, but no kitchen or bath services for living. He said this could be a lucrative business considering there was nothing similar in the area except in Merrimack.

Chair Hebert asked about building a small office building and Mr. Phillips replied that there was no call for additional office space and he would be in competition with Pease Development, which was the most desirable central location for offices at this time. He added that because there was only seven remaining acres on Pease that were unspoken for, the leases were very high.

Mr. Marconi agreed that there were not many lots available at the PDA and that these lots would increase in value.

Chair Hebert commented that the Master Plan goals were to bring in good paying jobs, so he hoped to see more incubator businesses that would be better than storage buildings. Mr. Phillips replied that he made his living by borrowing money and he could

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get a certificate of occupancy and a quick return on storage for his large investment, whereas, the other uses would take over a year to get a dime.

Mr. Weiner suggested that Mr. Phillips call the Small Business Administration and SCORE to identify their recommendations.

Chair Hebert said Vice-Chair Cross had previously brought up a turnpike overlay zone, and this would be a good time to discuss flexible uses before buildings went up.

Mr. Phillips commented that auto dealerships were not allowed in the Office Zone, but there was a demand for space.

Vice-Chair Cross expressed concern that Shattuck Way was a key industrial corridor and the Town wanted to keep direct access off the road. He noted that River Road was an underutilized parallel behind these lots, which might require a Conditional Use Permit for an access drive through a wetlands buffer, but it would be to the advantage of the Town to provide a smoother traffic flow and preserve the industrial corridor. He suggested looping the access drive between buildings and putting culverts in, but Mr. Phillips pointed out that there were a lot of wetlands and he wouldn't gain any buildable area.

Vice-Chair Cross replied that he was all for preserving wetlands, except when it interfered with the proper development of property. He suggested working with the Department of Environmental Services (DES) and the Conservation Commission to consider mitigation by designating other wetlands areas on the lot.

Mr. Phillips asked Mr. Coogan how wetlands mitigation worked, and Mr. Coogan replied that an applicant could protect or restore other wetlands areas as mitigation or they could contribute to the DES wetlands mitigation fund. Mr. Stern commented that the Town had asked DES if they had a formula to determine wetlands mitigation and they said they didn't.

The applicant's engineering representative, Chris Gagnon with MSC Engineering stated that they would want a Shattuck Way address. Chair Hebert replied that addresses were usually synonymous with curb cuts. Mr. Christopher said he understood why they would want their entrance on Shattuck Way, but Chair Hebert said the rest of the Board preferred that curb cuts stay off Shattuck Way.

Mr. Phillips suggested that he could cut the trees to make the site lines visible. Chair Hebert said he could do whatever was allowed outside of wetlands setbacks, but he would be criticized for clear cutting.

Mr. Phillips said he wanted to cut back the trees so he wouldn't need to go for an Alteration of Terrain Permit. Mr. Phillips stated that the site was flat, and he wanted to get the site going so he could start generating some income since borrowing rates were going up all the time.

Mr. Marconi said he would need to return for a lot line adjustment and Mr. Phillips agreed to return. Chair Hebert suggested returning for a public hearing on Monday, March 26, 2018.

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- B) Discussion with Mark Phillips regarding proposed **telecommunications tower** at property located near Shattuck Way, Tax Map 19, Lots 9-1 and 12.

Mr. Coogan informed the Board that Mr. Phillips had asked to delay his discussion on his site because it was determined to be premature, so they decided to have a general discussion. Mr. Coogan noted that it was usually the provider's application more than the property owner's application for cell towers.

Mr. Coogan passed out a map of the Industrial and Waterfront Industrial Zones and reviewed a memo sent out by Town counsel, Attorney John Ratigan that said an applicant would need to submit a site plan and variance request together and then the Board would need to review the application as complete before the mandate of 150 days began.

Mr. Latchaw suggested that with the exception of towers on buildings, that the Board consider camouflaged towers. Chair Hebert replied that camouflaged towers could be discussed during an applicant's site review.

Mr. Latchaw asked if the community could ask for an ideal location within proximity of other towers. Mr. Coogan replied that the Town could have a third-party review to show what is needed and efficiencies, but there were only two experts that covered the entire region.

Mr. Stern asked if confirmation by a third party would determine if a tower was necessary was part of the criteria for approval. Mr. Coogan said providers often put up towers to see who could get to customer first rather than fill in gaps, but they had to prove that a tower could not go on an existing structure.

Vice-Chair Cross said the industrial corridor was the only thing that separated the rural residential village from the intense urban commercial area and so it was better to place cell towers on buildings. He said he was also concerned that cell towers be placed within setbacks.

### 3) Other Business:

#### A) **Master Plan:** Update

Vice-Chair Cross said he had a discussion with Rockingham Planning Commission regarding the control of curb cuts on Woodbury Avenue considering it was a feeder route to the Route 16, Spaulding Turnpike. He said even though each applicant does a traffic analysis, he thought it was good for the Town to seek a Woodbury Avenue corridor traffic analysis. He added that long term corridor traffic analyses took a long time, so he wanted permission to discuss removing small access drives, continuing the medium for the entire length of Woodbury Avenue, encouraging access at traffic lights or with right in and right only off Woodbury Avenue and service only at the rear.

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**B) Correspondence**

Vice-Chair Cross added that he had a note from the highway safety commission, including the fire and police chief's that reinforced the Board's safety concerns with limiting curb cuts on Woodbury Avenue.

Chair Hebert mentioned that Vice-Chair Cross had also written a letter to the department of Transportation. Mr. Marconi asked that Vice-Chair Cross send a copy of the letter to the Board of Selectmen, Town Administrator, Martha Roy and Mr. Coogan.

**Minutes:** *Mike Marconi moved to approve the Minutes for the February 12, 2018 meeting with corrections as noted. Bernie Christopher seconded, and all were in favor.*

**Adjournment:** *Mr. Marconi moved to adjourn the meeting. Peter Welch seconded the motion and the meeting adjourned at 9:45 p.m.*

**Next Meeting:** Monday, March 12, 2018

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