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## PLANNING BOARD

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### BOARD MEMBERS:

CHRISTOPHER ROY, CHAIR  
FAITH PLUMMER, VICE CHAIR  
VICTOR F. KIRMES  
RITA PERRON  
PATRICK LAWLER  
VACANCY  
VACANCY

### Minutes of Planning Board Meeting 22 April 2015

**Call to Order:** The regular meeting of the Town of Hollis Planning Board was called to order at 7:00 PM at the Community Building by Chairman Chris Roy.

**Roll Call:** Christopher Roy, Faith Plummer, Victor Kirmes, Rita Perron, CEO Peter Gordon, Secretary Martha Turner.

**Review of Minutes:** Minutes of the April 8 meeting were approved as read, 4-0-0.

**Correspondence:** Board members received copies of the Smart Shopper ad for the upcoming site walks, as well as lists of all abutters to both subdivisions, and a copy of the letter that was sent to them.

Mr. Roy also distributed copies of handout regarding site walks.

**CEO Report:** Mr. Gordon reported that Mr. Roy has signed off on the use permit for the Bar Mills eelway. Mr. Roy noted that he has talked to a wildlife biologist about this project, and has learned that this will be just for eels, and they are very good climbers. Another fishway will be constructed at a later date.

Mr. Gordon reported that he is currently dealing with several enforcement issues. One concerns the Main Street Garage, which appears to be operating outside of their use permit. He will be closely monitoring this situation.

He has also received noise complaints about the gravel pit on Cape Road, regarding excessive noise caused by running the screener which separates the sand and gravel. He will review the minutes of the meetings and hearings held when that use permit was issued. Ms. Plummer suggested that perhaps the screener could be moved farther back on the lot, to allow more buffer area. Mr. Roy noted that the State's noise ordinance could also be consulted.

**Old Business:** The secretary will prepare a spreadsheet for tracking PB projects in progress, to be kept updated and to appear on the reverse of each meeting's agenda.

**New Business:** An updated map has been received for each of the two proposed subdivisions. General comments from Board members included the need for input from the Hollis Conservation Commission, either by a letter or by their presence at the site walks. Also, the need for input from the Fire Chief about the location of fire tanks, the need for adequate fire truck access, and questions about who maintains these tanks, checks water levels, etc.

**Clark Farm Estates** – revised map discussed. Subdivision checklist reviewed. The application is not yet complete. One notable exception is proof of ownership:

#D.2. Verification of right, title or interest in property. The deed submitted with the application is not the most recent. Newest deed and permission of current owner must be submitted.

#D.10. High intensity soil survey by Certified Soil Scientist. The developer has requested a waiver. The CEO reports that he has knowledge of the soils in this area, and he agrees that the soils are adequate, and a waiver is acceptable.

**Warren Farm Estates** – revised map discussed. Subdivision checklist reviewed. The application is not yet complete. The Board's major concerns: location of wetlands and wildlife crossings, location of 4 driveways on Deerwander Road, proposed locations of wells and septic systems, and handling of a cemetery that is located within the common area.

#D.10. "High intensity soil survey by a Certified Soil Scientist". The developer has requested a waiver of this requirement. The Board would like to see the survey for this particular property, instead of granting the requested waiver.

**Regarding BOTH subdivisions:**

#B.1. "Existing subdivisions in the proximity of the proposed subdivision." The item is marked as having been submitted by the applicant, but this documentation could not be found in either application. Will request from developer a list of all existing subdivisions within a one-mile radius of each location.

#D.5. "Deed restrictions on proposed new lots or dwellings." This item is not marked on either submission. The Board would like to see a model homeowners' association plan, including responsibilities for maintenance of open spaces, e.g., removal of downed trees, and restrictions regarding the use of the open spaces.

#D.22 "Hydrogeologic assessment" – no explanation of why a waiver is being requested, for both locations. The board expressed concerns especially regarding the location of aquifers.

**Public Comment:** Meg Gardner responded to the Board's concerns about the location of an old cemetery on the Warren Farms property. She stated her understanding that the landowners must allow public access to the cemetery. The Buxton Hollis Historical Society may have further information.

**Next Meeting:** The Planning Board will meet on Saturday, May 2, for two site walks. The next regular meeting will be on Wednesday, May 13, 7:00 PM, to include public hearing.

**Adjourn:** The meeting was adjourned at 8:30 PM.

Minutes Submitted by Martha Turner, Secretary  
Approved by Planning Board 5-13-15