



PLANNING BOARD

Paul Mattor, Chair
Max Kenney, Vice Chair
Peter Lovell
Heather Sullivan
Jessica Brackett
Tom Witkowski
Don Roth Jr.

Minutes of Planning Board Meeting 26 May 2021

Members Present: Paul Mattor, Chair; Max Kenney, Vice Chair; Peter Lovell, Heather Sullivan, Jessica Brackett. (Absent: Don Roth Jr., Tom Witkowski)

Others Present: Mary Hoffman, Dave McCubrey, Select Board; Martha Turner, Secretary; Tammy Munson CEO; Eric Sanderson SMPDC; William Thompson BH2M; Tiffany Dean, Betsy St. Pierre, Becky Bowley, Jeffrey Bell, Jayson Haskell, Joshua Szafranski.

Call to Order: Quorum present, meeting called to order at 7:04 PM by Chair Paul Mattor, via Zoom.

Minutes: Motion was made and seconded to approve minutes of 12 May 2021. Carried 4-0-1.

Correspondence: None

Reports: Tammy Munson CEO reported that she is working with the Select Board to address some safety issues in Hollis; one dangerous building has already been removed.

Dave McCubrey noted that town meeting will be held on Tuesday 8 June 2021 at the Community Building. Absentee ballots are now available; please call Town Clerk to request. Mr. McCubrey also stated that on Wednesday 2 June 2021 the Select Board will begin holding their regular meetings at the Community Building. It is expected that Zoom participants will be able to join as well.

Unfinished Business: Totem Pines, subdivision #2202-4245, represented by Betsy St. Pierre, developer, and Bill Thompson BH2M. Stormwater management plan was discussed. Mr. Sanderson noted that there is a swale on the eastern side of Totem Pines Road; the homeowners' association will need to manage, maintain, and protect the swale. There are also drainage easements for Lots 2 and 4.

Motion made and seconded to approve Totem Pines preliminary plan, with the following conditions:

1. Add to HOA documents the details and maintenance of the swale along Totem Pines Road
2. Add to HOA documents the drainage easements for Lots 2 and 4.
3. Remove the word "proposed" wherever it appears on the preliminary plan.
4. Provide surety bond acceptable to the Select Board prior the issuance of any permits.
5. All construction debris will be removed from the property, not to be stored in the open space.

Motion was discussed; carried 4-0-1.

Mr. Sanderson reviewed Subdivision Regulations Article 1, Sections 1.1 – 1.13, itemized below, including votes on each:



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- 1.1 Will not result in undue water or air pollution. *Test pits have been done, showing the soils are adequate for waste disposal. Carried 4-0-1.*
- 1.2 Has sufficient water available for the reasonably foreseeable needs of the subdivision. *Letter from local well driller indicating adequate water supply in the area. Carried 4-0-1.*
- 1.3 Will not cause an unreasonable burden on an existing water supply if one is to be utilized. *Not applicable. Carried 4-0-1.*
- 1.4 Will not, alone or in conjunction with existing activities, adversely affect the quality or quantity of ground water. *Letter from well driller indicating adequate water supply in the area; professionally designed septic systems will protect ground water. Carried 4-0-1.*
- 1.5 Will not cause unreasonable soil erosion or reduction in the capacity of the land to hold water so that a dangerous or unhealthy condition may result. *Test pits show adequate soils to hold water. Carried 4-0-1.*
- 1.6 Will not cause unreasonable highway or public road congestion or unsafe conditions with respect to use of the highways and existing or proposed public roads in Hollis, and in an adjacent town where a proposed subdivision crosses municipal boundaries. *A portion of Nathan Smith Road will be reconstructed to accommodate the traffic from the subdivision; the land that is in Limington is not being developed, so will not result in a traffic increase for Limington. Carried 4-0-1.*
- 1.7 Will provide for adequate solid and sewage waste disposal and will not cause an unreasonable burden on municipal services if they are utilized. *Solid waste disposal is provided by Town of Hollis weekly trash collection; subdivision will not cause an unreasonable burden. Carried 4-0-1.*
- 1.8 Will not have an undue adverse effect on the scenic or natural beauty of the area, aesthetics, historic sites, significant wildlife habitat, or rare and irreplaceable natural areas or any public rights for physical or visual access to the shoreline, as identified in the Comprehensive Plan. *Subdivision is not in the shoreland zone; no known historic sites. During construction, best practices will minimize the effects on the environment. Carried 4-0-1.*
- 1.9 Is in conformance with a duly adopted subdivision regulation or ordinance, comprehensive plan, development plan or land use plan. *Planning Board has been following the guidance of the Subdivision Regulations and the Hollis Zoning Ordinance. Carried 4-0-1.*
- 1.10 Will be developed by a subdivider with adequate financial and technical capacity to meet the standards and requirements in the Subdivision Regulations. *Developer will submit performance bond acceptable to the Select Board. Carried 4-0-1.*
- 1.11 Is in conformance with the Town of Hollis Shoreland Zoning Ordinance. *Not applicable, not located in Shoreland Zone. Carried 4-0-1.*
- 1.12 Will be developed so that all principal structures within the subdivision shall be constructed with their lowest floor, including the basement, at least one foot above the 100-year flood elevation in accordance with Hollis Ordinances. *Not applicable, not located in flood zone. Carried 4-0-1.*
- 1.13 Will provide for adequate storm water management. *Acceptable storm water management plan has been submitted. Carried 4-0-1.*

Motion was made and seconded to approve the final plan, as presented, for Totem Pines Subdivision, to include all standard and specific conditions of approval. Motion carried 4-0-1.



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Motion was made and seconded to require that all debris would need to be hauled off the property and not stored in the open space, including stumps, brush, construction debris, and excavated materials. Motion was discussed; carried 4-0-1.

Unfinished Business: Harmon Farm Estates, subdivision #2202-4236, represented by Bill Thompson BH2M. Mr. Thompson stated that fire protection will be provided by individual residential sprinkler systems. HOA documents will provide for maintenance of the open space, as well as the private road to be called Harmon Way. There is an existing official snowmobile trail through the open space, which will need to be addressed by the developer. An erosion and sedimentation control plan will be submitted by the developer and reviewed by Civil Consultants.

New Business: Sand Pond Subdivision #2202-4249, presented by Jayson Haskell from D. M. Roma, and Steven Pelletier, developer. This will be a ten-lot cluster subdivision. Mr. Haskell stated that they originally planned access from Sand Pond Road, which did not provide good sight distance. Access will now be from Bonny Eagle Road, which has a less steep slope as well as better sight distance. DOT has provided a driveway access permit. Although none of the lots will actually be located in the Saco River corridor, the developer will provide SRCC with an erosion control plan.

Motion was made and seconded to accept the sketch plan as complete and move on to preliminary review. Motion carried 4-0-1. Motion was made and seconded to schedule a site visit for Wednesday 9 June 2021 at 5:30 PM, with public hearing to be held at the beginning of the regular meeting at 7:00 PM. Motion carried 4-0-1. Developer was asked to have the test pits flagged, as well as the proposed location for the private road and the corners of the lots.

Public Comment: Jeff Bell, abutter to the proposed Sand Pond subdivision, asked if all abutters will be notified for the site visit and the public hearing; Mr. Mattor assured that they will.

Plan for Next Meeting: Wednesday 9 June 2021; 5:30 Sand Pond subdivision site visit, followed by regular meeting at 7:00 PM beginning with Sand Pond subdivision public hearing.

Adjourn: Meeting adjourned 9:05 PM.

Minutes submitted by Martha Turner, Secretary
Approved by Planning Board 9 June 2021