



PLANNING BOARD

TOWN OF HOLLIS

34 TOWN FARM ROAD

929-8552

Minutes of Planning Board Meeting 12 April 2017

Call to Order: A quorum being present, the regular meeting of the Hollis Planning Board was called to order at 7:00 PM by Chair Paul Mattor.

Roll Call: Present: Paul Mattor, Chair; Joe Ponzetti, Vice Chair; Bruce Wishart, Kevin Flinner, Heather Sullivan; Martha Turner, Secretary. Absent: Peter Lovell.

Others present: Mike Seely, Select Board; Lee Jay Feldman SMPDC; Bill Thompson BH2M; John Sheahan; Tim and Janet Johnson.

Reports: Mr. Seely reported that the Select Board has signed the warrant for the June Town Meeting. A public hearing will be held at the Plains Road Fire Station on 19 April 2017 at 7 PM.

Mr. Sheahan addressed the Board on behalf of the New Municipal Economic Complex Committee. He stated that the Committee has developed a survey about the quality of life in the Town of Hollis. This survey will be sent by Direct Mail next week to every household in Hollis. Additional copies will be available at the Town Hall. Mr. Sheahan noted that the survey will also be available online, through Survey Monkey. He stated that taking the survey online will make the results easier to tabulate. Those who complete the paper survey may deliver them to the Town Hall, the Salmon Falls Library, or the Hollis Center Library.

Mr. Sheahan noted that the survey will be advertised in the Smart Shopper, and signs will be placed around town encouraging all residents to complete the survey. Once the results have been tabulated, the Municipal Complex Committee will share the data with the rest of the Town. He stated that a return of approximately 350 completed surveys will give a 95% validation, plus or minus 5%.

Mr. Sheahan encouraged all Hollis to complete this survey, either on paper or online.

Review of Minutes: Motion was made and seconded to approve the minutes of 22 March 2017. Motion carried 4-0-1. Motion was made and seconded to approve the minutes of the 5 April 2017 workshop meeting with Lyman. Motion carried 4-0-1.

Correspondence: Mr. Seely reported that the Select Board has received a letter from Mark Floor concerning his application for the Tyler's Corner Subdivision. The Select Board will be investigating Mr. Floor's concerns, and will be in contact with the Planning Board when further information becomes available.



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Old Business: Cooks Brook Estates subdivision #2202-4232, Tim Johnson, developer. Mr. Mattor read through the draft of the Findings of Fact and Conditions of Approval, prepared by Mr. Feldman.

Under "hours of operation," Mr. Mattor suggested adding "hours of operation of *audible construction equipment.*"

The performance guarantee was discussed. The Letter of Credit has been accepted by the Select Board. When the Planning Board is satisfied that construction has been completed to Town standards, the Planning Board will recommend that the Select Board can then release the bond.

Motion was made and seconded to accept the Findings of Fact and Conditions of Approval as edited at tonight's meeting. The motion carried 4-0-1.

Mr. Feldman advised Mr. Johnson that State law requires all conditions to be written on the final plan that is signed by the Planning Board members and registered with the York County Registry of Deeds. The applicant may amend the existing Mylar, or he may add a second Mylar page containing the conditions of approval.

Mr. Ponzetti made a motion to provide the developer with the Findings of Fact and Conditions of Approval in a timely manner so the developer can prepare his second Mylar page for signing by the Planning Board. Motion was seconded, and carried 4-0-1. The secretary will advise the Board members when the plans are available for signing at the town hall.

Old Business: Harmon Farm Estates subdivision #2202-4236 sketch plan, Bill Thompson BH2M on behalf of developer Van Hertel Jr.

Mr. Thompson presented an alternative plan, as suggested by the Planning Board at the 22 February meeting. Mr. Flinner expressed his appreciation for the new design, definitely preferable to the first one that was submitted.

Mr. Mattor asked about stormwater drainage for the proposed private way. Mr. Thompson stated that the road will be crowned, and the common land will be used for drainage. Mr. Thompson noted that the land is pretty flat and the soils are sandy, allowing for good filtration. Mr. Mattor stated that this revised plan is a good example of innovative design: to solve problems by using existing features of the land.

Ms. Sullivan made a motion to accept this revised plan as the most viable option. The motion was seconded, and carried 4-0-1.

Mr. Feldman noted that this is actually a five-lot subdivision, which requires it to be reviewed as a major subdivision.

The next step will be to schedule a site walk and a public hearing.



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New Business: Milo Farm Estates subdivision #2202-4238, presented by Bill Thompson BH2M. Mr. Feldman suggested that this plan might not meet the town's cluster development requirements. Board members discussed at length whether there might be a more innovative approach to these plans. It was noted that Milo Farm Estates abuts both the Clark Farm and Harmon Farm subdivisions.

The Board recommended that Mr. Thompson review the plan with developer and attempt to create something more innovative for these three lots.

The secretary reported that Van Hertel, developer, has an illegal subdivision on Bean Street which the CEO has stated has been in violation for several years. She asked if the Planning Board wanted to postpone further consideration of Mr. Hertel's new projects until a subdivision application for the Bean Street property has been received. Mr. Mattor asked if the Planning Board has the authority to do this. Mr. Mattor stated that he will ask the Select Board to consult with the Town Attorney regarding how to proceed. Site walks and public hearings will be postponed until the attorney's response is received.

Mr. Wishart emphasized the need for the Planning Board to continue discussing the term "innovative" design, as it is open to many interpretations. Mr. Mattor agreed that the Board will continue to discuss "innovation" in terms of subdivisions.

Public Comment: None.

Next Meeting: Wednesday 26 April 2017 at 7:00 PM.

Adjourn: The meeting was adjourned at 8:50 PM.

Minutes Submitted by Martha Turner, Secretary
Approved by Planning Board 26 April 2017