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PLANNING BOARD

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**Minutes of Planning Board Meeting 22 March 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, Peter Lovell, Kevin Flinner, Heather Sullivan; Martha Turner, Secretary; Mike Seely, Select Board; Lee Jay Feldman SMPDC.

**Review of Minutes:** Motion was made and seconded to approve the minutes of 8 March 2017. Motion carried unanimously.

**Correspondence:** The secretary distributed copies of MMA workshop announcement for “Local Planning Boards and Boards of Appeal” to be held in Saco in July.

Mr. Feldman announced that the joint meeting in Lyman re: Red Barn Lane Subdivision is scheduled for Wednesday 5 April 2017 at 7:00 PM. This will be considered a workshop meeting for the Hollis Planning Board; any vote will be postponed until the regular meeting on 12 April.

**Reports:** No reports tonight from CEO or Select Board. Mr. Mattor reported that the Long Range Planning Committee is currently working on the “goals” section of the Comprehensive Plan, and would appreciate input from Planning Board members or any other Hollis resident concerned about goals for the future of Hollis.

**Old Business:**

Mr. Ponzetti made a motion to take the old business items out of order. Motion was seconded, and carried unanimously.

#2201-4118 Deer Pond Safe Storage, Conditional Use Permit, presented by Jeff Amos, Terradyn Consultants. For the record, Mr. Mattor read through the draft Findings of Fact, prepared by Mr. Feldman. Minor amendments, such as formatting changes, were suggested.

Motion was made to approve the Findings of Fact, as amended, for the Deer Pond Safe Storage Facility Revision. The motion was seconded and discussed. Motion carried unanimously.

#2202-4232 Cooks Brook Estates Subdivision, presented by Tim Johnson, owner/applicant. The sketch plan for the proposed cluster subdivision was accepted by the Planning Board on 24 August 2016. The site walk and the public hearing were held on 14 September 2016.



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Mr. Johnson explained that he plans to have four house lots, plus ten acres of open space to be owned jointly by each of the four homeowners. The road into the subdivision will be called Addison Way. Instead of maintaining it as a private way, Mr. Johnson stated that he plans to meet all standards required to become accepted as a town road after construction is completed.

Mr. Ponzetti noted that there are no signs or utility poles identified on the subdivision plan. He stated that a stop sign and a street sign will both be required, and a street light might also be indicated. The proposed locations of utility poles and underground conduits must be indicated on the plan.

Mr. Johnson stated that for utility lines, he plans to have one pole to bring the power across the street, and then all underground utilities for the subdivision. He expects there will be two transformers, one between Lots 1 & 2, and one between Lots 3 & 4.

He also noted that there will be no homeowners association, as the road will ultimately be maintained by the town. For tax purposes, the common land will be assessed by the town, and each of the four homeowners will be billed for one quarter of the taxes.

Mr. Johnson has consulted with the Hollis Fire Chief regarding water supply for fire suppression, and they have come to an agreement. Mr. Johnson will donate \$5,000.00 to the Hollis Fire Department to allow repair of the existing Cooks Brook hydrant, which will provide more than adequate water supply for the subdivision as well as surrounding residences.

Mr. Mattor reviewed the performance standards from the Hollis Subdivision Regulations. Mr. Feldman will have the draft FOF ready for the Planning Board's review at the next meeting.

**New Business:** None.

**Public Comment:** None.

**Next Meeting:** Workshop meeting with Lyman Planning Board, Lyman Town Hall, Wednesday 5 April 2017, 7:00 PM. Next regular Planning Board meeting: Wednesday 12 April 2017, 7:00 PM.

**Adjourn:** The meeting was adjourned at 8:45 PM.

Minutes Submitted by Martha Turner, Secretary  
Approved by Planning Board 12 April 2017