

**TOWN OF NEW DURHAM  
PLANNING BOARD MEETING  
August 1, 2023, 7:00 PM  
New Durham Town Hall, New Durham, NH 03855**

**PRESENT**

Jeff Allard, Planning Board Chair  
Bob Craycraft, Planning Board Vice Chair – via Zoom  
Marc DeCoff, Board of Selectmen Representative  
Scott Drummey, Planning Board Member  
Anne Ross-Raymond, Planning Board Member

**ALSO PRESENT**

Susan Stillwell, Land Use Assistant  
Paul Zuzgo, LLS  
Martin Wendt, Applicant  
Eric Buck, Terrain Planning and Design  
Kent Brown, Brown Engineering  
Clay Hayles, Samyn-D’Elia Architects  
Chris Salomon, Samyn-D’Elia Architects  
Paul Raslavicus, via Zoom  
Leslie Wendt, via Zoom  
Patrick Wright, via Zoom

**CALL TO ORDER**

Chair Allard called the meeting to order at 7:00 PM. Introductions were made of the Board members present.

**AGENDA REVIEW**

No changes were made to the agenda.

**PUBLIC INPUT**

**Continuation of Case PB 2023-003 – Opolski – Map 101, Lot 039/008, 181 North Shore Road, Conditional Use Permit within Shorefront Conservation Area**

Chair Allard reopened the public hearing which was continued from July 2023. He stated a letter was received from Varney Engineering, representative for the applicants, to continue to the first meeting in September to give time for Weston and Sampson to complete their review.

**MOTION: To Continue Case PB 2023-003 – Opolski – Map 101, Lot 039/008, 181 North Shore Road, Conditional Use Permit within Shorefront Conservation Area to September 5, 2023, Planning Board meeting. The applicant submitted a letter for time to review Town Engineer Comments. Motion by Mr. Drummey. Second by Mr. DeCoff.**

**Motion passed 4-0-0.**

**Continuation of Case PB 2023-004 – Brar – Map 102, Lot 017, 285 North Shore Road,**  
**Conditional Use Permit within Shorefront Conservation Area**

Chair Allard reopened the public hearing. He stated that a Site Walk was completed on July 26. Mr. Drummey gave an overview of the minutes of the Site Walk. He stated permeable and impermeable surfaces were looked at for the driveway.

Vice Chair Craycraft joined the meeting via Zoom at 7:10 PM. (All Votes will be by Roll Call)

Eric Buck, Terrain Planning and Design, representative for the applicants, gave a brief presentation and answered questions from the Board. Mr. Buck confirmed the applications have been submitted for the State of NH Shoreline Permit and septic approval. It was confirmed no variances were needed from the Zoning Board of Adjustment. Mr. Buck gave an overview of the revegetation plan. He confirmed the driveway is adequate for getting equipment to the house site. There will be four BMPs: perimeter sand filters for roof runoff; permeable pavement; rain garden/ infiltration area uphill from the house and driveway; and driveway treatment swale uphill from the driveway.

**MOTION: To approve Case PB 2023-004 – Brar – Map 102, Lot 017, 285 North Shore Road. Conditional Use Permit within Shorefront Conservation Area with the following**

**Conditions:**

- State Septic permit needed**
- State DES Shoreland Permit is needed.**
- Installation of pervious pavers for motor court needs to be monitored by a licensed engineer.**
- Installation of erosion control measures prior to and throughout construction to be monitored by town Building Inspector**
- O&M Plan to include ‘Shall’ instead of ‘Should’ on top of page 3**
- O&M Maintenance log Shall be turned in to the Code Enforcement Officer annually by December 1.**
- Homeowner must sign a covenant to be recorded at the Strafford County Registry of Deeds giving the Town the Right to inspect stormwater BMPs in the future with the Town’s Right to inspect running with the land.**

**Motion by Mr. Drummey. Second by Mr. DeCoff. Roll Call Vote: Vice Chair Craycraft-aye, Chair Allard-aye, Mr. DeCoff-aye, Ms. Ross-Raymond-aye, Mr. Drummey-aye.**  
**Motion passed 5-0-0**

**Case PB 2023-005 – Wendt – Map 270, Lot 001, 398 Berry Road, Subdivision of Land**

The Board reviewed the application and discussed whether it would be a minor or major subdivision. Mr. DeCoff noted there will be two lots; one will be 5 acres and the other 8.7 acres

so it would be minor. Vice Chair Craycraft noted there will be significant road frontage and with the acreage, there could be further subdivision so that makes it a major subdivision. The Board reviewed the regulations for clarification; it was noted the land is zoned agricultural. Chair Allard stated lot sizes are always governed by soil types.

Paul Zuzgo, representative for the applicant, stated only the larger lot could be further divided. He explained the soil types on the lots which will restrict further division; he stated lot 1 has the existing house. Mr. Zuzgo explained there is sufficient frontage but there are steep slopes so there may not be enough to be divided further. Vice Chair Craycraft stated the purpose of the ordinance is to have the design review as another step to ensure there isn't "haphazard" development. He suggested a deed restriction be placed on the 8-acre lot to ensure there isn't further division.

The applicant agreed to include language in the deed to new lot forbidding further subdivision. After discussion, it was the consensus of the Board that the application meets the criteria for a minor subdivision with the condition as discussed.

Chair Allard opened the public hearing at 8:05 PM.

The Board reviewed the application for completeness. It was confirmed abutters were notified; the public notice was posted property and fees have been paid. It was also confirmed no state permits or variances from the ZBA are needed. Vice Chair Craycraft noted the topography map is not the correct scale. Ms. Ross-Raymond suggested there also needs to be a benchmark point indicated. Mr. Zuzgo explained the GPS technology they use for accurate topography; he noted there are no significant wetlands. Vice Chair Craycraft stated he isn't sure if LIDAR elevation data is adequate and suggested they check with the Town Engineer. Ms. Ross-Raymond noted there are no tree lines indicated. Chair Allard noted the slopes are not delineated. Mr. Zuzgo confirmed there are minimal steep slopes.

**MOTION: To accept the application as complete for Case 2023-005 – Wendt – Map 270, Lot 001, 398 Berry Road, Subdivision of Land with the following conditions:**

- Existing Granite LIDAR data is ground checked with on-site spot-checked elevation data that is indicated on the Plat.**
- Plat to include existing tree line.**

**Motion by Mr. Drummey. Second by Mr. DeCoff. Roll Call Vote: Vice Chair Craycraft-aye, Chair Allard-aye, Mr. DeCoff-aye, Ms. Ross-Raymond-aye, Mr. Drummey-aye.**  
**Motion passed 5-0-0**

The Board reviewed and discussed whether a septic design could be obtained for the subdivided lot. Mr. Zuzgo stated a test pit was done on the lot and the soil data is in the file.

The Board discussed various concerns: there would need to be language on the new deed for Lot 270 Map 1-1 (as indicated on the Plat) consisting of an 8.7-acre lot that shall NOT be further

subdivide; a State Septic design submitted prior to Building Permit Issued; two additional culverts be indicated on Plat.

The Board agreed a Site Walk is needed.

**MOTION: That a Site Walk is needed and is scheduled to take place on Wednesday, August 9, 2023, at 398 Berry Rd. Motion by Mr. Drummey. Second by Mr. DeCoff. Roll Call Vote: Vice Chair Craycraft - aye, Chair Allard - aye, Mr. DeCoff - aye, Ms. Ross-Raymond - aye, Mr. Drummey - aye. Motion passed 5-0-0**

**MOTION: To Continue PB 2023-005 – Wendt – Map 270, Lot 001, 398 Berry Road, Subdivision of Land to September 5, 2023, 7:00 PM, New Durham Town Hall. Motion by Chair Allard. Second by Mr. DeCoff. Roll Call Vote: Vice Chair Craycraft - aye, Chair Allard - aye, Mr. DeCoff - aye, Ms. Ross-Raymond - aye, Mr. Drummey - aye. Motion passed 5-0-0**

**Follow up on Rochester’s Granite Ridge Phase II Development – Scott Drummey**  
Mr. Drummey stated he attended the recent public hearing; the public input focused on traffic concerns in the area. He stated there are plans for where roads and buildings will be laid out, including large apartment buildings.

Vice Chair Craycraft left the meeting at 8:48 PM.

#### **APPROVAL OF MINUTES**

Meeting of June 6, 2023 – Edits were made. **MOTION: To approve the minutes as amended. Motion by Mr. DeCoff. Second by Ms. Ross-Raymond. Motion passed 4-0-0.**

Meeting of June 20, 2023 – Edits were made. **MOTION: To approve the minutes as amended. Motion by Mr. DeCoff. Second by Ms. Ross-Raymond. Motion passed 4-0-0.**

Meeting of July 5, 2023– Edits were made. **MOTION: To approve the minutes as amended. Motion by Mr. DeCoff. Second by Ms. Ross-Raymond. Motion passed 4-0-0.**

Meeting of July 18, 2023 – Postponed.

Meeting of July 26, 2023 – Postponed.

#### **Mail & Correspondence –**

- NHDES – Municipal Roadway Soils Fact Sheet
- Wetlands Permit Application for Map 103, Lot 016, 170 Pine Point Road; will be reviewed at the next meeting.

**FUTURE MEETINGS**

Workshop – August 15, 2023

Business Meeting – September 5, 2023

**ADJOURN**

**MOTION: To adjourn the meeting. Motion by Mr. DeCoff. Second by Mr. Drummey.  
Motion passed 4-0-0.**

The meeting was adjourned at 9:40 PM.

Respectfully Submitted,

*Jennifer Riel*

Jennifer Riel, Recording Secretary