

DEERFIELD PLANNING BOARD
DEERFIELD, NEW HAMPSHIRE
FEBRUARY 13, 2013

MINUTES OF MEETING

Present: Board members Fred McGarry, Kate Hartnett, William Perron, Lisa Wolford, Peter Schibbelhute. Also present Planning Consultant Gerald Coogan and secretary Jane Boucher.

7PM Chair Fred McGarry called the meeting to order.

APPROVAL OF MINUTES

William Perron moved and Lisa Wolford seconded to approve the minutes of January 23, 2013.

The following corrections were made to the minutes:

Page 1: Paragraph 7: Correct to read: "Mr. Spellman had been advised that, in order to withdraw the plans, the applicant would need to submit a written request."

Page 2: Paragraph 3: Correct to read: " He added that if a letter to withdraw is received the Board will hold a public hearing."

Page 2: Paragraph 5: Correct to read "Chair McGarry commented that we need to have a letter from Mr. Spellman requesting withdrawal of the application, and without that the Board will sign and record the plan."

Page 2: Paragraph 6: Correct to read "Mr. Spellman said that he did not wish to withdraw."

Page 3: Paragraph 3: Correct to read "After discussion regarding the age, cost involved and Town Planner's work on the project, Lisa Wolford moved....."

Chair McGarry called for a vote on the motion. Voted in favor with Kate Hartnett abstaining.

Kate Hartnett questioned the portion of the minutes reflecting the Community Grant Program and asked what the status was for the Commercial/Overlay .

Gerald Coogan noted that the Commercial/Overlay Ordinance will be reviewed and the possibility of establishing a mixed use Commercial/District explored.

APPROVAL OF MANIFEST

William Perron moved and Peter Schibbelhute seconded to approve the manifest in the amount of \$225.96 (KNA \$204.87; Jane Boucher mileage \$21.09; Time Sheet Jane Boucher 16 hours). Voted in favor.

7:20PM INFORMAL CONSULTATION; 98 NOTTINGHAM ROAD;

REHABILITATION HOME FOR BRAIN INJURED; STEVE MILLER ;
NEURORESTORATIVE

Steve Miller, Lisa Saba, Dennis and Nancy Ainslie were present.

Mr. Miller, Facilities Operations Director for Neurorestorative, provided a letter describing the application. A copy is attached to these minutes.

Gerald Coogan explained that Neurorestortative would like to purchase property located at 98 Nottingham Road for a rehabilitation home for brain injured people. It is currently a single family home with four bedrooms and they would like to have six bedrooms. There will be no changes to the site. Mr. Coogan said the question before the Planning Board is do they have to apply for a Site Plan Review. He added that his opinion is because they are not changing the footprint it does not have to go for a Site Plan Review. Mr. Coogan spoke with Attorney James Raymond who felt a Special Exception would cover the change of use. He added that Mr. Miller did receive a Special Exception from the ZBA on January 22, 2013.

Chair McGarry said the concerns the Planning Board have are any exterior changes, signage and lighting. These are the issues which would be addressed during a Site Plan Review. Mr. McGarry said it is his understanding that there will be no changes.

Mr. Miller addressed the Board noting that it is their goal to keep all their houses as near to what they are. He added that the intent is to add accessibility features to the inside to improve quality of life for residents. He noted that this particular house was built and designed to be handicapped accessible.

Mr. Miller went on to say that they would change one exterior door which is a 32" door. He added that one of the bathrooms is a wheel in shower and they do not like the way it is laid out and intend to upgrade it. They also wish to convert the garage to include two bedrooms and a laundry room.

There will be no changes to the roof line and nothing will be added to the foundation.

Mr. Miller said they will put in low level pathway lighting and no signs will be put on the property. The goal is to create a home like environment for the residents.

Mr. Miller commented that they are proposing to add a deck to create an outdoor living area. A handicapped ramp will be added to the front of the home.

Mr. Miller said that currently there are two separate driveways , both with paved surface. Any paving necessary will be done to the existing driveways.

Mr. Miller provided plans depicting the existing structure.

Lisa Wolford questioned staffing. Lisa Saba replied that two to three staff members will work each shift . Residents do not drive.

Mr. Miller said the lower parking area can accommodate four vehicles. This will be used for staff. The upper driveway can accommodate six to eight vehicles, which they would not need. He assured the Board that there will be parking on the street and no one will be backing out onto the street.

According to Mr. Miller, they contract with local services relative to snow removal and lawn care.

Kate Hartnett questioned lighting. Mr. Miller replied that it is always low voltage or solar powered units. He said that often they bring in with the landscaper, someone who has the capability of doing landscape lighting and incorporate it with landscape design. The main goal is to create pathway lighting and nothing stands higher than 18 inches.

Mr. Miller explained that heating and a/c systems will be replaced and that he is very sensitive to managing an energy budget.

Lisa Saba noted that there are two homes currently, one in Chichester and one in Loudon.

Chair McGarry felt that based on the information provided no Site Plan Review will be required.

Gerald Coogan will draft a letter to Mr. Miller outlining the discussion and confirming issues discussed.

7:55PM ROLLINS EXCAVATION SITE; NELLIE AND STEVE ROLLINS
Nellie Rollins and Steve Rollins were present.

Mr. Rollins addressed the Board noting that he had met with Building Inspector Richard Pelletier requesting a permit to construct a temporary structure, 20 x 50, at the site. Mr. Pelletier felt that he should first speak with the Planning Board.

Chair McGarry said that, because the building was not shown on the excavation plan, Mr. Rollins would need to submit a Site

Plan.

Steve and Nellie Rollins left the meeting.

ROLLINS EXCAVATION; LANDSCAPING

Gerald Coogan provided copies of a draft letter addressed to Nellie Rollins regarding planting/landscaping at the excavation site. Chair McGarry made several comments, which he gave to Mr. Coogan. Mr. Coogan will update the letter and forward it to Chair McGarry for signature.

2013 CONTRACT; GERALD COOGAN

Mr. Coogan provided copies of an Attachment for Estimate of 2013 work activities.

Chair McGarry advised that he had met with the Board of Selectmen on Monday.

Apparently Andrew Robertson had some concerns about the Planning Board charging the applicant for reviews completed by the Town Planner. LGC did send an opinion regarding this. They felt that as long as fees are not double charging the applicant, there was no problem.

Mr. Coogan will provide a contract for March, 2013 thru February, 2014 for approval.

CIP

Leslie Boswak will meet with the Board on February 27 to discuss the CIP.

The Board will schedule a meeting in March to further discuss the CIP.

2012 TOWN REPORT

Copies of the Town Report for the Planning Board were provided by Gerald Coogan.

Kate Hartnett suggested that "Traffic Calming" be added to the section 2012 Work Program.

PROPOSED SAFETY COMPLEX

Kate Hartnett questioned if anyone had spoken with the Planning Board regarding the proposed safety complex.

Chair McGarry replied that , if approved, they will come in to meet with the Board once they have design plans and before it is submitted to DES.

Kate Hartnett expressed concern regarding future operation cost. She felt that we should begin with collaboration with interested parties. to set performance standards.

PLANNING BOARD 2/13/13

The meeting was adjourned at 8:45PM

Recorded and transcribed by Jane Boucher
Pending Approval by the Planning Board.

January 30, 2013

Fredrick McGarry, PE

Chair- Planning Board

Town of Deerfield, NH

Re: Special Use application, 98 Nottingham Rd, Deerfield

Mr. McGarry,

As a follow-up to the approval of our Special Use Permit application by the Zoning Board of Appeals, I wanted to reach out to you and the Planning Board to make sure you are aware of the limited scope of work that will be done at this address. We are aware that there is consideration by the Planning Board to require a full Plan Review. If we can offer these details it might assist with the decision to approve without the need of a full Plan Review with the attendant delays involved in that.

The subject property was originally built to accommodate persons with disabilities in interior design. The house has a very open floor plan, no elevation changes on the ground floor, existing 3/0 doorways, a full 49" width on the hallway to the bedrooms, and has one existing wheel-in shower bathroom.

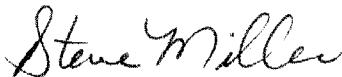
Our design plan will make relatively minor modifications to the existing floor plan to accommodate up to (6) persons with handicaps; those modifications will change an access to a bathroom to offer more privacy and increased access to all residents. The objective is to remove the approaches to the existing Jack-and-Jill bathroom with wheel-in shower, open that bath from the common hallway, and install a larger wheel-in shower unit and ADA complaint fixtures. The second bath will be enlarged by moving two demising walls ~12" each direction to increase the bathroom space to make it closer to ADA compliance. There will be a slight room size sacrifice in the bedrooms to each side of that bath, but those bedrooms are large enough to absorb that loss by moving the closet space and reducing the closets to a more appropriate size for one person.

We propose to add a larger laundry facility in the large garage space, and two additional bedrooms. The existing laundry is in the basement, and our model includes helping people with disabilities learn to do their own laundry and other life skills; this usually involves creating a larger laundry space than might be found in traditional housing. Two nicely-sized bedrooms will also be created in the attached garage. The garage elevation is the same as the floor in the living space to the change is very minimal and will be floated to accommodate any transition. The ceiling height will be installed at present elevation of living space. The HVAC will be upgraded throughout the house, and will be robust enough to accommodate the increased living space.

The only changes to the outside of the house will be to ramp the slight elevation change at the front porch; that existing change is approximately 8 inches total. A handrail system will be incorporated for safety purposes, but from the street it will simply look like a vinyl handrail and banister surrounding a front porch. There will be no indication from the street that the approach is actually a ramp. Lighting in our sites is restricted to pathway lighting for safety reasons, low to the ground and low voltage capacities. There is no signage on our residences, and parking in this rural and multi-acre site will not be a hindrance to anyone in the neighborhood or passers-by. We also propose to add a deck to the back of the house to add outdoor living space for the enjoyment of the residents. The basement of the home will be left intact but with upgrades to paint and flooring, and used for material storage and office space for attendant staff.

The ZBA did offer requirements concerning some of these issues as well as screening of parking, waste collection; their recommendations are embedded in their report for your review. We are completely willing to be compliant with all of those recommendations. Based on the limited impact our proposal will actually make on the property and in the community, we respectfully request a waiver from the Plan Review process, in order for us to complete the property transaction and move forward into the production phase of the project.

Warm regards,

A handwritten signature in black ink that reads "Steve Miller". The signature is written in a cursive, flowing style.

Steve Miller, BS

Facilities Operations Director

NeuroRestorative