

**CANDIA PLANNING BOARD  
MINUTES of September 17, 2008  
APPROVED**

**Present:** Mary Girard, Chair; Kim Byrd, Vice Chair; Joe Duarte, Selectmen's Rep; Judi Lindsey; Garrick Asselin; Scott Komisarek, Alternate; Dennis Lewis, Road Agent; Tom Giffen, Board of Selectmen; Rudy Cartier, Fire Chief

**Absent:** Amanda Soares, Sean James

Chair Girard called the meeting to order at 7:00 p.m.

**Review of minute 8/20/08**

J. Duarte **motioned** to accept minutes of August 20, 2008 as amended. K. Byrd **seconded**. All were in favor. G. Asselin abstained.

The following amendments were made:

- Page 1, 5<sup>th</sup> paragraph, 11<sup>th</sup> line change no to "two".
- Page 2, 1<sup>st</sup> paragraph, 10<sup>th</sup> line change unit to "lot". 2<sup>nd</sup> paragraph change Fema to "FEMA" and change plans to "plains".
- Page 3, 8<sup>th</sup> paragraph, 1st line insert "annual" after regional.

**7:15 pm – Minor Site Plan Application by: Cellco Partnership d/b/a Verizon Wireless, 400 Friberg Parkway, Westborough, MA 01581; Owner: Richard E Gilbert Irrevocable Trust; Agent: McLain, Graf, Raulerson & Middleton Law Offices 900 Elm Street P.O. Box 326, Manchester, NH 03105-0326; Location: 26 Old Manchester Road, Map 410 Lot 152; Addition of antenna on existing wireless communications facility**

David Wittman, Tom Hildreth both of McLane, Graf, Raulerson & Middleton, George Evsiouk, Structure Consulting Group and Kevin Mosher, Verizon Wireless were present. No abutters were present. Notarized authorizations were received from the owner of the property and the owner of the tower. Chair Girard told the applicant that with only 6 members there could be a tie vote. The applicant did not object. D. Wittman explained they were adding to an existing 190' Monopole Tower located at Stubby's Restaurant that was built in 1998. Only one antenna, AT & T at 187' was on the tower. At the time the tower was put in place it was engineered to hold three antennas. The proposed Verizon Wireless antenna would be the 2nd antenna on the tower and is similar to antenna in place. It would be located 10' below the AT & T antenna at 177' with the coax cable running inside the pole. There would be a back up propane powered generator and electronic switching equipment in a 12' x 30' pre-cast concrete building located within the fenced in compound. The propane tank would be separate. The site would be checked twice a month by field technicians. R. Cartier said signage on the compound is required and Knox padlocks are required for access into the compound. Radiation transmissions fall below the 50% range with both towers. Bonding was discussed for additional items. It was pointed out with 2 antennas the structural carrying capacity is at 84%. The tower was originally designed for 3 carriers. The Building Inspector had the following concerns: Study by applicant was based on 2000 IBC, now 2006 IBC codes are in place, the applicant performed his analysis using design wind speed of 85 mph according to the 2006 IBC but Candia has a 95 mph requirement in place and the foundation could not be verified. The Building Inspector said the modular equipment building defined in RSA 205-C:1 pre-cast modular equipment has additional requirements and includes a 72 hour notification prior to installation.

M. Girard **motioned** to continue the hearing until October 1, 2008, 7:15 pm to allow the applicant to respond to the Building Inspector's letter and the Fire Chief's concerns. K. Byrd **seconded**. All in favor.

#### **Other Business**

##### **Barry Margolin's resignation**

Chair Girard informed the Planning Board that they had received Barry Margolin's resignation. M. Girard regretfully **motioned** to accept the resignation of Barry Margolin from the Planning Board. J. Duarte **seconded**. All in favor motion carried.

##### **Law Lectures October 2008, Workshop 9/23/08, Fall Planning & Zoning Conference 10/25/08**

Chair Girard said members and alternates are welcome to go and if they plan on attending that they should sign up soon. The Law lectures are located at the Municipal Building in Derry and are the last 3 Wednesdays in October. There is a workshop being held next Tuesday on September 23, 2008 at the Planning Commission Office from 9-11:00am for the two new bills: wind power and workforce housing that just passed. Chair Girard said she was attending and anyone else that wanted to attend to sign up. Chair Girard said if anyone wanted to attend the Fall Planning & Zoning Conference at Loon Mountain the Planning Board will pay for the registration but no other expenses.

##### **Meeting requirements on extensions**

Chair Girard told the Planning Board that she has talked with the Building Inspector about extensions that are not being honored. Extensions are being ignored and obligations are not being met. Cher Griffen has gone past her deadline to put berms in place and the Building Inspector is concerned with erosion that is taking place. Danais was granted an extension until next year. Wildcat has not approached the Town for an extension and the question was raised if Wildcat thought they had an extension if Danais had one. Wildcat has cleared trees and worked on an access road and the Planning Board is not clear if this constitutes that they have started construction. It was the consensus of the Planning Board to look in the ordinances and clarify. Letters requesting a response with a deadline would be sent which if not met then the Town would take action.

##### **Fire Department Fees**

R. Cartier said inspection fees, were in the general fund and in Planning Board account. He asked if this was a Board of Selectmen or Planning Board issue. J. Duarte told R. Cartier to first write a letter to Planning Board with fees, and then the Planning Board will vote on it.

##### **Erica Washburn Institute for the Study of Earth, Oceans, and Space.**

She introduced herself to the Board and explained she is studying land decision and for her PHD dissertation work she is studying all 14 towns in the Lamprey River watershed. She asked if she would be able to interview the chairman or designee.

##### **7:40 pm Joint Meeting with the Board of Selectmen Discuss Impact Fees**

Jack Munn was present from Southern NH Planning Committee. It was discussed that J. Munn was not receiving cooperation. He had some issues with getting information from the school. He took full responsibility for the reports taking so long. He felt the biggest problem was an intern that was not qualified to do the study. J. Munn appreciated all the town had done to supply information. He said he had enough information so far to draft a Traffic Impact Fee and Solid Waste Impact Fee report and he encouraged the Planning Board to consider these two. He said they could do a School Impact Fee study but would need more information. There was not enough information for a Safety impact fee. J. Munn said Candia's CIP has a 2.5 million safety complex listed and until the town votes this in, he advised not to consider the Safety Impact Fee. He said all reports and fees need to be defensible.

J. Duarte asked if SNHPC could work with the remaining \$15,000 C-Tap grant instead of the original \$22,000 agreed upon. J. Munn said \$6-7,000 has already been spent and there is enough left in the C-Tap to go forward. The C-Tap is good until May 9, 2009. The original work

included facilities such as police & fire, recreation which taken out reduces the cost. J. Munn said that Candia can go ahead with the Traffic Impact fee because the CIP has a plan in place. J. Duarte said as long as we can keep costs within our budget we can pursue these areas. The contract with SNHPC expired in June and needs to be renewed.

The question was raised if fees are not spent within 6 years or the money is to be returned. The annual CIP and bond is put forward every year (warrant article) and is typically \$150,000 for road pavement. The police/fire safety complex would be a major warrant article which does not come up every year. The question was raised if putting aside a capital reserve fund of \$5,000 for the safety complex if this would start the 6 years. This would show a more significant commitment on part of the Town for this type of facility. T. Giffen suggested obtaining legal council on question whether capital reserve fund is sufficient.

J. Munn said that you cannot collect an impact fee on fire equipment and ambulances. The Town is growing and may need another ambulance and more equipment

J. Duarte asked about another \$10,000 grant that was available. J. Munn said he would like to send a C-Tap representative to sit down with Planning Board and Board of Selectmen to look at planning assessment and where the Town is on the planning curve.

J. Munn needs more information from the school. The school proposes \$750,000 in improvements. In order to work out the impact fee, he needs to know the cost breakdown per sq foot. J. Munn said he would email the questions concerning the school to M. Girard to give to J. Lindsey so she can forward the question to get answers from the school.

Chair Girard asked J. Munn to send his suggestions for changes to the ordinances so they could be reviewed by the ZRRC.

### **Traffic Impact Fees**

J. Munn explained the Traffic Impact Matrix showing maximum sustainable fees that are reduced by 25%. He said given the economic state, most towns reduce the fees. The fees are broken out by residential uses and different land uses. New daily trips generated are multiplied by \$38.00 which arises from anticipated ITE trip generator which is for a typical single family. He said this number would have to be updated annually because road construction costs change. Fees are collected when a Permit is issued or assessed when a site plan is approved. There is a requirement in the state statutes that the Town needs to assign the Building Inspector or a Planning Board member to collect the fees. Recent sub divisions and site plans cannot be assessed this fee. J. Munn recommends the Impact Fees start next fiscal year 2009 because a public hearing is required with planning board support before March 10 meeting.

There are also additional administration costs to consider. J. Munn explained the Traffic Impact fee would be broken into different zones with separate accounts set up for road construction.

R. Cartier pointed out the calculations for supermarkets appear too large. J. Munn to check into this. K. Byrd asked if J. Munn could look at past years to see if this fee is feasible to use and will cover the administrative costs and be justifiable. J. Munn will check into this and also check the square foot unit and compare to a similar community.

The question was raised if offsite improvements and Fire prevention are more feasible than Traffic Impact fees and Fire prevention can still be collected if Impact Fees are in place. J. Munn to get costs.

### **Solid Waste Impact Fee**

Solid Waste Impact Fee schedule is more complicated then the Traffic Impact fee. J. Munn said he did this based on what was done in Deerfield. He still needs to talk with T. Giffen & J. Duarte and P. McHugh for more background information on the Facility to finalize the draft. The recycling plant could handle a 100% increase in future capacity. Discussion if this fee should be just residential. Like the Traffic Impact fee this could also start January 2009.

R. Cartier said based on what he sees with the two fees combined it would cost approximately \$1380.00 to build a new single family detached house. Apartment building fees would have an added fee of \$1200 for each unit.

J. Duarte felt this discussion was a good start and he thanked J. Munn for this time.

J. Duarte **moved** to adjourn at 9:00pm. J. Lindsey **seconded**. **All were in favor.**

Respectfully submitted,  
Sharon Carrier