

**Ashland Planning Board
Amended Meeting Minutes
Wednesday, January 3, 2024**

CALL TO ORDER: Mardean Badger, Chair, called the meeting to order at 6:30 PM

MEMBERS PRESENT: Mardean Badger
Kathleen DeWolfe
Andy Fitch
Paula Hancock
Kendall Hughes
Frank Stevens (alternate)

OTHERS: Mike Latulippe
Sue Wood
Tony Randall
Mario Focareto, Brown Engineering, agent for Granite Ridge Land
Development LLC
Joe & Patricia Mazzone, abutters

DISPOSITION OF MINUTES

The Board reviewed the Wednesday, December 6, 2023, meeting minutes. Kathleen DeWolfe made a motion to accept the minutes of Wednesday, December 6, 2023, as amended. Kendall Hughes seconded the motion. The motion passed on a 4 yes, 0 no, 1 abstention roll call vote.

The Board reviewed the Wednesday, December 27, 2023, meeting minutes. Kathleen DeWolfe made a motion to accept the minutes of Wednesday, December 27, 2023, as amended. Andy Fitch seconded the motion. The motion passed on a 5 yes, 0 no, 0 abstention on a roll call vote.

INFORMAL CONSULTATION FOR GRANITE RIDGE SUBDIVISION, THOMPSON STREET
(T/M/L 106-022)

The Board met with Mario Focareto, agent, for Granite Ridge Land Development, LLC relative to a proposal for a subdivision development on Thompson Street located on lot (T/M/L 106-022). Mario Focareto presented the proposed subdivision and made the following points:

- Site is located on Thompson Street (T/M/L 106-022).
- The property contains 116 acres.
- The original subdivision design was approved in 2007.
- Prep work for the current subdivision has begun.
- The site has a 7-15% slope back from the road.
- The site has several wetland areas, and poor soils are seen throughout the proposed site.
- There will be a cul-de-sac as part of the proposed road construction.
- The proposed subdivision will be connected to town water and sewer systems.
- The water and sewer connections will be installed along the roadways in the development.
- The proposed subdivision will have 14 lots. Each individual lot will be 1+ acre in size.
- The proposal is for mid-size 3-bedroom family style housing of more than 1,000 square feet.
- The proposed housing will not be elderly housing or cluster housing.
- The proposed subdivision presented currently will be a phase 1 of the development.

- There will be a proposed pump station installed to serve a number of the upper lots on the site.
- There is a proposed storm water collection retention system on the site.
- The mitigation storm water collection system permit has been obtained from DES.
- Swales will be installed on either side of the road to lessen the velocity of the water coming down toward Thompson Street.
- The roads within the proposed subdivision will be 22' wide. The traffic study for this proposed project averages 130 trips per day.
- The infrastructure and road construction will be stabilized before work begins on the individual lots.
- The subdivision project will have a low impact on the current wetlands on the site.
- The DES wetland permit is currently being processed at DES.
- Electricity will be installed underground

The Planning Board made the following suggestions:

- Review completely the current Subdivision Regulations.
- Contact the Fire Chief, Steve Heath, relative to access of all fire equipment and emergency vehicles to the proposed site as well as any other applicable recommendations. These responses need to be submitted to the Planning Board in writing.
- Continue discussions with the Water and Sewer Department.
- Review and compare the Subdivision Regulations relative to Road Standards with the recently approved Road Standards for town roads approved by the Board of Selectmen. Compare regulations for both a private road as well as a town road.
- Review the Subdivision Regulations relative to the section on bonding, to ensure the completion of all infrastructure.
- The road can't have more than 10% slope.
- There is a recurrent problem of storm water flowing from the proposed site into various neighboring properties.
- Work with all appropriate departments: Fire, Electric, Public Works, Water and Sewer. The Planning Board will also request input from those departments.
- If the Planning Board needs to hire experts or other professionals to oversee this project, the cost for these experts and professionals are at the expense of the applicant.
- Prominent project issues will be around slope, water, and drainage.
- Copies of all permits obtained for this subdivision project need to be submitted to the Planning Board for their files.
- Planning Board suggests that the applicant consider a Design Review for this project.

PUBLIC HEARINGS

Mardean Badger advised the Board that a Public Hearing originally scheduled for Wednesday, January 3, 2024, has been rescheduled for Monday, January 15, 2024, at 6:30 PM at 6 Collins Street. The Public Hearing will deal with the following warrants:

- Amendments to the Ashland Building Regulations for 2024 Town Warrant
- Amendment to the Ashland Zoning Ordinance for 2024 Town Warrant.

UPDATES

The meeting on Wednesday, January 24, 2024 will be primarily a work session, after the public hearing for warrant articles. The Board will review the following material:

- The Subdivision Regulations, Articles 1 and 2
- The recently adopted Construction Standards for Streets and Roads (for town roads)
- Review the Vision Statement of the Master Plan, Master Plan Survey form as well as review of Chapter 1 of the Master Plan

ADJOURNMENT

Mardean Badger made a motion to adjourn. The motion was seconded. The motion passed. The meeting adjourned at 7:50 PM. The next meeting will be a Public Hearing on Monday, January 15, 2024, at 6:30 PM at 6 Collins Street.

Minutes submitted by Paula Hancock