

**ITEM 1 - ROLL CALL**

Present: Steve Beckert – Chairman, Jeff Duncan – Vice Chairman, Dennis Lentz, and Greg Whalen.

Absent: Larry Bouchard.

**ITEM 2 – PLEDGE OF ALLEGIANCE**

**ITEM 3 – MOMENT OF SILENCE**

**ITEM 4 - REVIEW AND APPROVE MINUTES AND INVOICES AS NEEDED**

There were no minutes to review.

**ITEM 5 - REVIEW OF "NOTICE OF DECISION" LETTERS, AS NEEDED**

There Board reviewed and approved the following notice of decision letters:

- Andrew Bevin – Eliot Business Park
- Christopher Lee – Veterinary hospital

**ITEM 6 - PUBLIC APPLICATIONS OR PLANNING BOARD BUSINESS TO BE CONSIDERED**

- A. Request for Planning Board action to amend a previously approved Conditional Use permit (PB08-3) by establishing a business that manufactures and installs marine hardware and provides boat storage at 6 Julie Lane. Applicant is Noell Redman (mailing address: 6 Julie Ln., Eliot, ME 03903). Owner is Donna McGarry (mailing address: 11 Badger's Island West, Kittery, ME 03904). Property can be identified as Map 37/Lot 3 and is located in the Commercial/Industrial zoning district.(PB13-2)**

Steve Beckert asked Kate Pelletier if the applicant had been provided comments from the Public Works Director, Fire Chief and Code Enforcement Officer.

Kate Pelletier stated that she emailed the staff comments to the applicant on Friday, February 15<sup>th</sup>.

Steve Beckert asked the applicant to give a brief overview of his application.

Noell Redman, applicant, stated that he operates a business that manufactures and installs marine hardware and provides storage for boats.

Dennis Lentz asked how many employees the business would have.

Noell Redman stated that he normally has 2-3 employees.

Greg Whalen asked if any changes were proposed to the building or to the site itself.

Noell Redman stated that he was not proposing any changes to the structure or the lot.

Greg Whalen asked if the applicant occupied the entire building or if it was shared with other businesses.

Noell Redman stated that he occupied 9,000 sq. ft. of the building. The property owner, Donna McGarry, uses the 1,000 sq. ft. bay farthest from Route 236.

Jeff Duncan asked if the business was a fabrication operation and if so, asked the applicant to elaborate on the types of products fabricated and the process that goes into making them.

Noell Redman explained that he does mostly custom precision fabrication for fishing boats, commercial vessels and recreational boats using mostly anodized aluminum or fiberglass. He stated that he fabricates things like hard tops, T-tops, tuna towers, radar arches and other custom work like rod racks and engine brackets.

Jeff Duncan asked if any hazardous materials like fuel or cutting oil were stored onsite.

Noell Redman stated that there were no hazardous materials used as part of the fabrication process. He stated that most of his products are fabricated by drilling into fiberglass or aluminum.

Jeff Duncan asked if the applicant expected to create any hazardous wastes.

Noell Redman stated that the only hazardous waste would be marine aluminum, which he can recycle.

Dennis Lentz asked if the building was heated.

Noell Redman stated that the building had a brand new heating system.

Dennis Lentz asked if the building had water.

Noell Redman stated that it did and that a new well had been recently installed.

Jeff Duncan asked Kate Pelletier what the use of the building was prior to Mr. Redman's application.

Kate Pelletier stated that the building was the former site of a redemption center, which the Planning Board approved as a "warehouse".

Steve Beckert asked the Board if they wanted to conduct a site walk for this application.

The Board agreed by consensus to hold a site walk and scheduled it for March 19<sup>th</sup> at 5:30PM.

Steve Beckert asked if the Board was ready to schedule the public hearing.

The Board agreed by consensus to schedule the public hearing for March 19<sup>th</sup> at 7:00 PM.

Steve Beckert suggested the applicant follow up on the Fire Chief's comments regarding the building needing State Fire Marshall review prior to the next meeting. He stated that according to the Fire Chief's memo dated February 13<sup>th</sup>, the building was never inspected by the Fire Marshall when it was constructed several years ago, which is a requirement for any building over 3,000 sq. ft.

**B. Application to establish an online home business selling used clothing at 375 Main St. Applicant/owner is Monika Sanguinetti (mailing address: 375 Main St., Eliot, ME 03903.). Property can be identified as Map 1/Lot 77 and is located in the Village zoning district. (PB13-3)**

Monika Sanguinetti, applicant, explained that she would like to operate an online consignment shop selling gently used men's, women's and children's clothing.

Dennis Lentz asked if business was conducted entirely online or if customers would be coming to the house sometimes.

Monika Sanguinetti stated that there would not be any customers at her home. Used clothing is shipped to her to consign via UPS or FedEx, posted on her website for sale, and then shipped to customers in the same manner once purchased. She added that she would not have any signs or employees either.

Dennis Lentz asked if the operation would be similar to how eBay works.

Monika Sanguinetti stated that it would be similar, except that clothing is sold at a set price instead of auctioned.

Jeff Duncan asked if items for sale would be stored at the home until such time they are sold.

Monika Sanguinetti stated that was correct.

Jeff Duncan stated that he wanted to make the applicant aware that her application restricts her to selling only used clothing and that if she decides to start selling other merchandise in the future that she would have to come back before the Planning Board to amend her approval.

Monika Sanguinetti stated that she understood.

Steve Beckert asked the Board if they wanted to conduct a site walk for this application.

The Board agreed by consensus to waive the site walk for this application due to the fact that there will be no external evidence of the business.

Steve Beckert asked the Board if they were ready to schedule the public hearing.

The Board agreed by consensus to schedule the public hearing for March 19<sup>th</sup> at 7:00 PM.

**C. Application for Site Plan Review to establish a school at 403 H.L. Dow Highway. Applicant/owner is Seacoast Waldorf Association (mailing address: c/o Ambit Engineering, 200 Griffin Road, Unit 3, Portsmouth, NH 03801). Property can be identified as Map 45/Lot 4 and is located in the Commercial/Industrial zoning district. (PB13-4).**

John Chagnon of Ambit Engineering represented the applicant. He explained that Seacoast Waldorf Association/Tidewater School is proposing to move their Waldorf school to the site at 403 H.L. Dow Highway. This will be a re-use of the existing building, which was previously a day care and no changes are proposed to the exterior of the building or to the site itself with the exception of adding some structured play elements to the existing play area space. An existing double-sided sign located at the entrance will be reused. He stated that they are requesting approval for up to 54 students and 9 employees. He noted the existence of a 3-bedroom apartment on the second story and stated that it will continue to be used as rental dwelling unit. He stated that Kate Pelletier had made him aware that parking areas are not permitted in the front setback and that he would relocate the parking out of the setback in the next submission to the Board. He explained the existing septic system was designed for up to 1,090 gallons per day and that the estimated combined flow for the 3-bedroom apartment (270 gallons per day), 9 employees (108 gallons per day), and 54 students with meals (702 gallons per day) was 1,080 gallons per day. He also stated that there is a new septic design on file with the State should the existing system need to be upgraded.

Steve Beckert asked if the applicant had seen the comments submitted by the Fire Chief.

Deidre McEachern of Seacoast Waldorf Association stated that the Fire Chief comments had been provided to her and that she had a call into him.

Steve Beckert stated that the applicant should be aware that comments from the Fire Chief usually become conditions of approval. He stated that Joel Moulton, Public Works Director had also submitted a memo stating that he had reviewed the plans and had no comments or concerns.

Dennis Lentz stated that there appeared to be three new test pits on the site plan and asked what those were for.

John Chagnon stated that the test pits were not new and were done by Civil Consultants as part of the new septic system design.

Dennis Lentz asked if the propane tank on the plans would be used to heat the building.

John Chagnon stated that was correct.

Dennis Lentz asked what the ages of the students would be.

John Chagnon stated that Tidewater currently has classrooms for nursery school up to third grade and that students ranged in age from 2 ½ - 8 years old.

Dennis Lentz asked if transportation of students to and from school was by bus.

John Chagnon stated that there were no busses and that all students are driven by car.

Dennis Lentz stated that he was concerned traffic entering and exiting Route 236 could be problematic.

John Chagnon stated that drop-off and pick-up times did not coincide with peak traffic hours. Some children only attend school 3 days per week and more than half are dismissed at noon every day.

Kate Pelletier suggested that applicant contact MEDOT about whether or not a traffic movement permit was necessary for the new use.

The Board agreed.

Greg Whalen asked what the demographics of the students were, particularly where they are coming from.

Deidre McEachern stated that only 20% of students live in Eliot. The remaining 80% live in surrounding towns like Portsmouth, Kittery, Rye, Dover, and Durham.

Greg Whalen stated that the Board learned from reviewing the previous site plan for this site that the existing sign was actually located within the State right of way. He suggested the applicant confirm with the State whether continuing to use it would be allowed.

John Chagnon stated that he would check with the State about the sign.

Steve Beckert asked if the Board had any additional questions for the applicant and if they were ready to schedule the public hearing.

The Board had no additional comments or questions and scheduled the public hearing for March 19<sup>th</sup>.

**D. Request for Planning Board action to amend a previously approved permit by establishing a soil production and composting facility on the ARC access road. Applicant/owner is Rian Bedard of Eco-Movement (mailing address: 1 Washington St., Suite 457, Dover, NH 03820.) Property can be identified as Map 45/Lot 17 and is located in the Commercial/Industrial zoning district. (PB13-5)**

Rian Bedard, applicant, explained that he is proposing to establish a composting facility on the ARC access road. He stated that his company offers free curbside pickup of food scraps and paper for residential and commercial customers in Dover, Durham, Portsmouth, Newcastle, Rye, Newington, Durham, Kittery, Kittery Point and Eliot. He stated that the customer is provided a clean bin and liner to put their organic materials

in with every pick-up. Once the organic material is collected, it's brought back to the facility where it's dumped and mixed on a 40' x 100' canopied concrete pad with four 25' x 40' bays constructed from concrete blocks. He explained that the typical composting process usually takes about 9-12 months but they will use an accelerated process where oxygen is forced into piles of organic material covered by special covers designed to hold in heat and moisture and reduce odors by up to 60%. This method will reduce the total time to just six-eight weeks.

Dennis Lentz asked how leachate from the concrete pad would be collected.

Rian Bedard stated that the concrete pad would be pitched such that any leachate not absorbed or reincorporated into the compost process would be directed to a 1,000-gallon underground storage tank. After the composting process, the compost is then moved outside to cure and a berm composed of sawdust, woodchips and finished compost will be installed around the curing piles. He stated that DEP has visited the site twice so far and called the design "overkill".

Dennis Lentz asked how waste would be transported to the site.

Rian Bedard stated that they pick up all waste in a company truck. Once the truck is full, it backs up to one of the bays and dumps the contents onto the concrete pad where it will be mixed with a carbonaceous material such as horse bedding or wood chips.

Jeff Duncan asked if the finished compost would be sold retail to customers.

Rian Bedard stated that they would like to sell bagged compost to retail customers eventually, but that was not part of the application at this point. He stated that once the product is perfected, finished compost would likely be sold wholesale to nurseries, agricultural operations and greenhouses before it's sold retail. In the meantime, any residential customer who signs up for the service will receive a free bag of compost every year and any commercial customer will receive one free yard of it.

Jeff Duncan asked where bagging would be done in the future.

Rian Bedard stated that bagging would be done on the area of the site plan labeled "finished product (covered)." He explained that they plan to bag compost continuously as it finishes, rather than letting piles accumulate and doing all bagging at once.

Dennis Lentz asked if there was already a building onsite.

Rian Bedard stated there were no buildings there now. The previous site plan approval for this location was for Charles Anderson who later amended his permit to remove the building that was once proposed.

Greg Whalen asked the applicant to explain the area of nitrogen absorbing plants shown on the site plan.

Rian Bedard stated that nitrogen is the only potentially hazardous substance that could leach out from the compost. The concrete pad will have a leachate collection chamber but as an added precaution, a ridgeline of nitrogen absorbing plants will be added

around the outdoor storage area. He stated that the idea is to be a good steward and that he has been working with the UNH Cooperative Extension to choose which types of plants would be the most effective.

Greg Whalen asked for an example of a nitrogen absorbing plant.

Rian Bedard stated legumes would be one example but that he could provide the Board with some others at the next meeting.

Jeff Duncan asked what types of odors could be expected with a composting operation.

Rian Bedard stated that he has spent the last 3-4 years researching the composting process. He explained most operations just cap the compost, which does not allow any oxygen to enter. That type of anaerobic environment is what causes the smell of ammonia typically associated with composting. He stated that the most active phase of the process would be done in the partially enclosed structure, which will greatly reduce odors. In addition, maintaining an aerobic and thermophilic environment using forced oxygen and compost covers will further reduce any nuisance odors.

Jeff Duncan asked if there would be any active pest control.

Rian Bedard stated that the State guidelines are silent on pest control. In researching other composting operations, some were found to have raccoons and/or seagulls, which is likely attributed to a lack of or inconsistent mixing. He stated that he would be willing to put something in if the Board had any suggestions but that he did not think it was necessary and neither did DEP.

Greg Whalen asked if there would be any toilet facilities onsite.

Rian Bedard stated that he wasn't proposing any toilet facilities at this time but he could bring in a "Porta-Potty" if the Board required it.

Dennis Lentz asked how many employees the operation would have.

Rian Bedard stated that he anticipated having 5 part-time employees in addition to himself.

Jeff Duncan asked how many total truck trips the applicant anticipated the operation would produce.

Rian Bedard stated that he only anticipated 2 truck trips per week initially and 2-4 trips per week during the summer.

Steve Beckert asked the Board if they wished to conduct a site walk.

The Board waived the site walk by consensus due to their familiarity with it from previous site plan reviews.

Steve Beckert asked if the Board was ready to schedule the public hearing.

The Board scheduled the public hearing for March 19<sup>th</sup>.

**ITEM 7 - ACTION ITEM LIST**

**ITEM 8 – CORRESPONDENCE, OTHER AS NEEDED**

**ITEM 9 - SET AGENDA AND DATE FOR NEXT MEETNG**

The next regular Planning Board meeting was scheduled for March 5<sup>th</sup>, 2013.

**ITEM 10 – ADJOURN**

**MOTION:**

Dennis Lentz made the motion to adjourn at 8:45 PM.

Jeff Duncan seconded the motion.

**Vote: 3-0, Chair concurs.**

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**Stephen Beckert, Chairman**

**Date approved:** \_\_\_\_\_

Respectfully submitted,

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**Kate Pelletier, Recording Secretary**