

TOWN OF LEE PLANNING BOARD  
MEETING MINUTES  
August 9, 2023, at 7:00PM

MEMBERS PRESENT: Mark Beliveau, Chairman; Lou Ann Griswold, Vice Chair; Wayne Lehman; John LaCourse; David Cedarholm; Rebecca Hawthorn, Select Board Representative; David Houston, Alternate & Nicholas Bennion, Alternate.

OTHERS PRESENT: Kevin Poulin, Berry Survey and Engineering, LLC; Amy Ransom, ORCSD; Misty Lowe, ORCSD and Caren Rossi, Planning & Zoning Administrator

**MINUTES**

Draft 7/12/2023 Minutes

Wayne Lehman made a motion to approve the Draft Minutes.

Lou Ann Griswold second.

Vote: all, minutes approved.

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P2324-03

Consultation with Chris Berry, Berry Surveying and Engineer regarding the possible construction of a gasoline station with drive thru for property located on Concord Road, known as Lee Tax Map#07-04-0100.

Kevin Poulin representing Berry Surveying and Engineering provided updated plans from the last presentation of the proposed gas station with drive-through. He outlined the updates as follows:

- Better definition of the areas
- Less impervious area
- More landscaping
- Added outdoor seating area, but the owner wants it moved to a northern location.
- 5 EV ready spaces have been added to the plans.
- The drive through que length has been increased now can hold 16 cars.
- The stormwater and septic are existing on the adjacent site and will be shared. Will need to ensure that it is large enough to accommodate the proposed use.

Mark Beliveau, Chairman asked what type of landscaping is proposed? In all areas including along Rt. 4?

Kevin Poulin replied that they are a mix of native trees and shrubs.

Nicholas Bennion commented that the plan is missing in the hydrant flushing and the electric panel used for the water line.

David Houston asked if there were enough parking spaces provided? He wanted them also added to the plan.

Lou Ann Griswold stated she would think that the outdoor seating would want to be located in sunny area for the cooler days.

John LaCourse asked how many stacking spaces were proposed.

Kevin Poulin replied 16.

David Cedarholm commented that he felt the dumpster location could impede trucks being able to maneuver on site.

David Houston stated he should confirm with the fire department that the trucks can make the turning radius.

Mark Beliveau, Chairman commented that he feels the traffic patten on site might be congested, specifically the rear of the site. Others agreed and asked them to review this again.

Mark Beliveau, Chairman stated that he would like to see a separate sheet dedicated to the proposed build out with the granted ZBA approvals to show how they compare to what's approved verses what's proposed.

The other Board members agreed and thought it would be very helpful.

David Cedarholm stated that he would like to see the details of the stormwater and the septic system.

Mark Beliveau, Chairman stated that if there are easements for this site, the Board reviews these, although we don't get involved, we still review them to ensure that there are maintenance considerations.

David Cedarholm asked where the snow storage would be located, he believes it is where the electrical panel and the hydrant flushing are located.

Kevin Poulin pointed it out on the plan, and he will review it after adding those two missing items.

David Cedarholm asked for a landscaping plan as well as adding a legend to the plan. He also suggested squaring off the internal intersection might help with the congestion.

Nicholas Bennion requested that they add the cross culvert at Rt. 4.

Public comment

None

Kevin Poulin thanked the Board for their time and feedback.

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P2324-02

Jasmine Daniels, (or her designee) Facilities Director for Oyster River Cooperative School District, will be presenting plans for the construction of an 18' x 30' out building to be used for storage at the Mast Way School. The property is owned by the Oyster River School District, located on 23 Mast Road, and is known as Lee Tax Map # 11-05-0200. This is a possible final hearing.

Mark Beliveau, Chairman read [NH RSA 674: 54 \(copied below\)](#) explaining that he and Caren Rossi discussed the plans for the new building and after determined that they should come before the planning board to see if there were any non-binding suggestions the Board had or the public. He also explained that the existing sheds that this building is replacing did not have any previous Board approval.

**674:54 Governmental Land Uses. –**

*I. In this section, " governmental use " means a use, construction, or development of land owned or occupied, or proposed to be owned or occupied, by the state, university system, the community college system of New Hampshire, or by a county, town, city, school district, or village district, or any of their agents, for any public purpose which is statutorily or traditionally governmental in nature.*

*II. The state, university system, community college system of New Hampshire, county, town, city, school district, or village district shall give written notification to the governing body and planning board, if such exists, of a municipality of any proposed governmental use of property within its jurisdiction, which constitutes a substantial change in use or a substantial new use. Written notification shall contain plans, specifications, explanations of proposed changes available at the time, a statement of the governmental nature of the use as set forth in paragraph I, and a proposed construction schedule. Such notification shall be provided at least 60 days prior to the beginning of construction. Either the governing body or planning board of the municipality may conduct a public hearing relative to the proposed governmental use. Any such hearing shall be held within 30 days after receipt of notice by the governing body or planning board. A representative of the governmental entity which provided notice shall be available to present the plans, specifications, and construction schedule, and to provide explanations. The governing body or planning board may issue nonbinding written comments relative to conformity or nonconformity of the proposal with normally applicable land use regulations to the sponsor of the governmental use within 30 days after the hearing.....*

Misty Lowe, Mast Way School Principal explained that the 18' x 30' storage building will replace the 2 sheds that have been there for over 20 years. They were a safety concern. They have been removed and all items that have been stored in there will be stored in this new building as well as outside gym

items, snow removal items, the teachers and the PTO will use it. It will be in the same location as the sheds.

Lou Ann Griswold asked what color it will be?

Misty Lowe showed the drawings of the building. (In file)

Mark Beliveau, Chairman asked if their will be paving up to the shed as well as will there be plumbing and electric in the building?

Misty Lowe replied, no plumbing or electricity and she doesn't believe they will be doing any additional paving.

Caren Rossi explained to everyone that the Fire Marshalls Office also reviews their projects as well and he asked for the site plan to ensure that there was adequate distance between the school and the building for traffic flow and safety.

Mark Beliveau, Chairman suggested that they don't store any flammable items in the building as well as ask the Fire Chief to review the project.

Misty Lowe explained that they work closely with the Fire Chief and Building Inspector.

The Board had no written suggestions and thanked them for coming in.

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Notice of Protentional Regional Impact – Town of Nottingham & Town of Raymond

Town of Nottingham –

The Board discussed this project which is at the old USA Springs site. They will be finishing the existing building that was once proposed to be used as a water bottling plant. Once completed they are proposing a warehouse for light industrial manufacturing. They determined that they don't feel the Town of Lee will be impacted by this proposal.

Town of Raymond-

The Board discussed this project which is located off Rt. 101 West at exit 5. Approximately 15 miles away. This proposal is to continue a gravel pit operation on a large aquifer and then when completed, construct a 550,00 sq ft industrial distribution warehouse with associated loading docks. The Board determined that they don't feel the Town of Lee will be impacted by this proposal.

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Housing Grant Update:

Caren Rossi explained that the subcommittee met with representatives from the Barrett Group a couple weeks ago and they are currently reviewing the regulations and should have them completed by the end of August. They have requested a public meeting for September 20 with the Board and the public to present their findings. She continued to explain that they had their first Housing Academy meeting with 2 to follow, one in person next week and then then the final the following week. Mark Beliveau, Andy Robertson and Caren are attending.

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Wayne Lehman explained that he is a member of the Strafford Regional Planning Commission, and they recently discussed that Towns need to adopt commercial solar panel ordinances.

Mark Beliveau, Chairman stated that he believes he has the model ordinance and well send it to Caren Rossi.

With no further business, the meeting adjourned at 9:05PM.

Minutes transcribed by:

Caren Rossi