

TOWN OF HOLDERNESS
Planning Board
Meeting Minutes: June 16, 2020

B. Snelling called the meeting held via Zoom to order at 6:30PM.

ROLL CALL OF MEMBERS:

Members Present:

Robert Snelling, Chairman	Carl Lehner, Vice Chairman	Peter Francesco, Ex-Officio
Donna Bunnell, Secretary	Ronald Huntoon, Member	Angi Francesco, Member
Louis Pare, Member	Janet Cocchiaro, Alternate Member (<i>non-voting</i>)	

Note: All members attended electronically and were alone with the exception of D. Bunnell.

Staff Present: M. Capone, Town Administrator Nancy Decoteau, Landuse Board Assistant

Others Present:

Phillip Bennett	Francis D. Parisi, Esq., Attorney, Parisi Law Associates, P.C.
William Nesheim	Stephen Kelleher, Manager, Vertex Tower Assets, LLC
William Webb	Tom Johnson, PE, Civil Engineer, ProTerra Design Group, LLC
Bonnie Webb	Jesse Moreno, PE, Civil Engineer, ProTerra Design Group, LLC
Alison Pascarelli	

APPROVAL OF MINUTES: May 19, 2020

MOTION: "To approve the minutes of May 19, 2020 as amended."

Motion: P. Francesco

Second: D. Bunnell

Discussion: P. Francesco noted the record of voting was unclear and suggested the minutes reflect whether or not a full board is present and when the alternate member is voting in place of a member.

Motion Passes: 7-yes 0-no 0-abstention 0-absent

CONTINUED APPLICATIONS:

Case #19-08-18: (con't from 5/19/2020 to 8/18/20) Application submitted by Fran Parisi as agent for Revocable Trustees Peter W. Harris, Harriet R. Harris and Henry Pratt Upham Harris III of Old Mountain Rd., tax map 220-004-000, request a site plan review to install a cell tower by Vertex Tower Assets, LLC, located in the Rural Residential District, in accordance with the Town of Holderness Site Plan Regulations.

B. Snelling stated the case was continued from the May 19, 2020 meeting to the August 18, 2020 and was placed on the notice and agenda just to confirm that nothing has changed with Case #19-08-18.

F. Parisi confirmed his understanding that Case #19-08-18 would be on the August 18, 2020 agenda.

NEW APPLICATIONS:

B. Snelling stated the Board has the following new application to consider:

Case #20-5-5: Application submitted by Fran Parisi as agent for Vertex Tower Assets, LLC for a Site Plan Review to install a cell tower on property owned by William B. Webb and Bonnie L. Webb Trustees identified as tax map 239-046-000 located off US Route 3 (off Sebec Road) in the Rural Residential District, in accordance with the Town of Holderness Site Plan Regulations.

B. Snelling stated the Board has the following options in response to Case #20-5-5:

- Determine the Application is complete/incomplete
- Approve/Deny Application

- Approve Application with condition of ZBA approval.
- Continue Application to the July 21 meeting (after the July 14 ZBA meeting)

The Zoom meeting was interrupted due to a technology glitch. All participants were informed that a link to another meeting would be sent out promptly to continue the Planning Board meeting.

The meeting resumed with all the original attendees present with the exception of Planning Board member R. Huntoon.

F. Parisi shared a Power point presentation which included the following information:

1. Meeting Purpose: Site Plan approval for the construction of a cell tower located at Map/Lot 239-046-000, property owned by William and Bonnie Webb.
2. Vertex Towers, LLC: A telecommunications infrastructure developer with over 20 years of experience. Positive feedback regarding the proposed site has been received from the following carriers: Verizon, AT&T and T-Mobil/Sprint.
3. Variances Requested: Application meets the criteria for a Telecommunications Facility but will require variances from Section 500 Steep Slopes of the Zoning Ordinance.
4. Application Package: The application was submitted prior to the balloon test. Notices were sent out to make people aware of the June 6 test date. Photos taken during the balloon test as part of the viewshed analysis are included in the presentation.
5. Why Do We Need Another Cell Site?: Growing percentage of homes depend on wireless rather than landlines, 70% of 911 calls come in from cell phones, 40%+ NH workers “telecommute”. There is a verifiable gap in wireless coverage in Holderness.
6. Spotty Cell Service “A Public Hazard”: Working with Lakes Region Planning Commission to improve the poor quality or non-existent telecommunications services which jeopardize the health/safety of residents and constrain economic development.
7. Lack of Existing Infrastructure: The lack of a site in Holderness creates a gap in coverage from sites in neighboring towns.
8. Very Challenging Terrain: The many hills surrounding the area make it a challenge to meet the coverage objective of providing coverage in the downtown area and the RT 175 corridor.
B. Snelling stated the data relevant to selecting the site off Sebec Road versus other sites in town to include sites near Shepherd Hill or the hill behind Lake Forest would be valuable.
F. Parisi indicated the data is available and he will provide it.
9. No Viable Alternative: Consideration was given to the coverage objective, buildability and the opportunity to lease the land from a willing property owner.
10. Significant Gap in Coverage: The gap in coverage exists in the downtown area along the Route 3 corridor, out over the lakes, along NH Rt. 175 and portions of I-93.
11. Satisfies Coverage Objective: The proposed site will provide coverage for all of populated Holderness, to include the Rt. 3 corridor, the area by the Science Center and the NH Rt. 175 corridor which will include Holderness Elementary School. The proposed site will link up nicely with existing towers in Ashland and Plymouth.
12. Ample Setbacks: The proposed site is a 25-acre landlocked parcel with access provided via the abutting parcel of the property owner. The development of the access road will be a challenge. An application has been submitted to the Zoning Board of Adjustment to request variances from the Steep Slopes section of the Zoning Ordinance to build the access road.

13. Compound Plan: 60' x 60' fenced in compound with ground-based telecommunications equipment in weather-proof cabinets, 6' barbed wire fence, ample temporary parking for maintenance vehicles.
14. Elevation Plan: Monopine, 140 ft. high. Designed to support Verizon, AT&T/FirstNet, T-Mobile/Sprint, US Cellular and local public safety antennas. Meets construction and design standards of the telecommunications industry and satisfies county specific wind and ice loading standards.
15. Exceeds all safety requirements under FCC regulations:
16. Visibility Demonstration: 20+ photos were taken during the balloon test performed on June 6 which demonstrate how the proposed cell tower will look from various areas of town. The test showed some visibility from the lakes and minimum visibility from Rt. 3 and the downtown areas.

F. Parisi respectfully asked that the Planning Board approve the Site Plan application and asked if there were any further questions.

B. Snelling asked for data showing the analysis of how the coverage would be change if the cell tower is constructed at lower heights.

F. Parisi indicated he can provide the information requested.

MOTION: "To accept the application for Case #20-5-5 as complete."

Motion: C. Lehner

Second: A. Francesco

Discussion: R. Huntoon did not reconnect to the Zoom meeting after the technological glitch.

A. Francesco noted the application as presented at the meeting is being accepted as complete.

Motion Passes: 6-Yes 0-No 0-Abstention 1-Absent

B. Snelling opened the Public Hearing for Case #20-5-5 at 8:08pm.

P. Bennett asked regarding the different measurements of the canopy at the Burleigh site and the Webb site. He asked for measurement of the clearance of the canopy from the lowest array.

F. Parisi responded that he can provide data to clarify why the clearance of the canopy at the initial site (Burleigh) is different from the proposed site (Webb).

B. Nesheim asked if the tower would be lit.

F. Parisi confirmed the tower will not be lit.

F. Parisi stated the additional information requested at the meeting will be available by July 15, 2020.

MOTION: "To continue the Public Hearing for Case #20-5-5 to July 21, 2020."

Motion: A. Francesco

Second: B. Snelling

Discussion: The application is on the July 14th agenda of the Holderness Zoning Board of Adjustment which will occur prior to the next Planning Board meeting.

Additional documentation will be provided by F. Parisi prior to the July 21 meeting.

Motion Passes: Motion Passes: 6-Yes 0-No 0-Abstention 1-Absent

B. Snelling closed the public hearing at 8:46pm.

PUBLIC HEARING:

Updated Natural Resources Chapter of the Holderness Master Plan.

B. Snelling opened the public hearing at 8:49pm.

B. Snelling thanked all the people who have worked on updating the chapter.

MOTION: "To adopt the updated Natural Resources Chapter of the Holderness Master Plan as presented."

Motion: A. Francesco

Second: C. Lehner

Discussion: B. Snelling appointed J. Cocchiaro as a voting member for R. Huntoon

Motion Passes: 6-Yes 0-No 0-Abstention 1-Absent

B. Snelling closed the public hearing at 8:52pm.

OTHER BUSINESS:

1. Continued (from 5/19/2020 meeting) discussion on Ordinance 400.6.4.3. (Shaded wording indicates suggested changes to the ordinance.)

- a. 400.6.4.3: In districts where allowed, commercial signs may be illuminated only between the hours of 7:00 A.M. and 10:00 P.M., or during the hours the premises are open to the public. Non-commercial signs such as residential name plate, road, directional, and government signs may remain illuminated. No digital signs, electronic message centers (EMCs), light-emitting diode (LED) signs or electronic billboards of any kind shall be permitted in the Village section of the Commercial District.

After a brief discussion the Board determined to appoint a sub-committee to come up with draft language for the Board to review at the next meeting.

MOTION: "To form a subcommittee to draft language to update Section 400.6.3."

Motion: A. Francesco

Second: C. Lehner

Discussion: D. Bunnell and B. Neshiem were appointed to the sub-committee.

Motion Passes: 6-Yes 0-No 0-Abstention 1-Absent

2. Next Meeting - Tuesday, July 21, 2020 at 6:30PM

CORRESPONDENCE: None

ADJOURNMENT:

The following motion was made at 9:00pm.

MOTION: "To adjourn."

Motion: A. Francesco

Second: D. Bunnell

Discussion: None

Motion Passes: 6-Yes 0-No 0-Abstention 1-Absent

Respectfully submitted,

Nancy Decoteau, Land Use Boards Assistant