



Town of Merrimack, New Hampshire

Community Development Department

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Planning - Zoning - Economic Development - Conservation

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MERRIMACK PLANNING BOARD

APPROVED MINUTES

TUESDAY, JULY 17, 2018

Planning Board members present: Robert Best, Alastair Millns, Tom Koenig and Alternate Nelson Disco.

Planning Board members absent: Michael Redding, Lynn Christensen, Dan Ricker, Neil Anketell, and Alternate Vincent Russo.

Staff present: Community Development Director Tim Thompson and Recording Secretary Zina Jordan.

1. Call to Order

Robert Best called the meeting to order at 7:00 p.m. and designated Nelson Disco to sit for Lynn Christensen.

2. Planning & Zoning Administrator's Report

The Board voted 4-0-0 to determine that NeighborWorks Southern NH and Merrimack Stone Industries projects are not of regional impact, on a motion made by Alastair Millns and seconded by Nelson Disco.

3. Workshop Discussion with NRPC - Route 3 Bicycle/Pedestrian Plan

Matt Waitkins, Planner, Nashua Regional Planning Commission, presented a progress report that included goals of the Corridor plan, study process, study methodology, public input, key issues, recommendations, project priorities, and an implementation and action plan. The purpose of the study is to map existing infrastructure and to develop a Corridor plan and base map. Based on voter surveys, priorities were ranked, key issues identified and preliminary recommendations offered. A draft report should be ready for Planning Board review in September 2018 and a final report in November 2018.

Since a project to widen Route 101A has just been announced, the Planning Board suggested adding continuation of the sidewalk to Madeline Bennett and Baboosic Lake and also to fill in gaps on Continental Boulevard. Discussion ensued about placing a surcharge on vehicle registrations for this project, however the Council has already adopted the fee for a different purpose. The Board suggested that NRPC align the seven focus areas on the map with the four on the Merrimack Master Plan (if possible) and the Town Center Plan. It expressed appreciation for the NRPC's work for Merrimack and for the area in general.

4. Bowers Landing of Merrimack, LLC. (applicant/owner) — Continued review for consideration of final approval for a site plan to construct 65 detached multi-family residential units in Phase VI of the Harris Pond Planned Unit Development. The parcel is located off Bowers Landing Drive in the I-1 (Industrial) and Aquifer Conservation Districts. Tax Map 1D, Lot 001-04. **This item is continued from the June 5, 2018 Planning Board Meeting.**

Tim Thompson said the applicant addressed the Planning Board's two issues. The sidewalk along Townsend Place was extended from its original terminus between Units 61 and 60 to its current proposed terminus between Units 58 and 57. Plan notes were updated to clarify that each of the proposed units would have two rather than three bedrooms. The current plans appear to address many peer review comments; the remaining items can be managed following conditional approval. The Fire Department's only comment is that it wants fire hydrants in accordance with their typical requirements.

Matt Peterson, Hillside Design Group, Inc., said that apartments in the next phase would be attached to the clubhouse. Townhouses and homes would use another clubhouse. There would be a trail/recreation area with parking spaces. In order to keep down homeowner association fees, there would be no pools. The developer will try to give this phase the same amenities as the other phase. There would be two homeowner associations: one for this phase and one for the previous one.

Public comment

Eric Schott, 6 Crown Point, asked who would own and maintain the sewer pump, and whether flood insurance would be required because of proximity to wetlands. Tim Thompson replied that none of the units would be in the flood zone. Eric Schott also asked about sight lines at the intersection of Bowers Landing and Manchester Street. Chairman Best replied that sight distance is peer reviewed by the Town's consultant to ensure compliance with the regulations. Eric Schott claimed that the Blanchard Point clubhouse is full and cannot absorb any more units.

Dean Hubbard, 1 Jared's Way, noting the four-way intersection at the entrance (Augustus Circle), suggested the new street enter at a different location farther east to improve the sight lines.

Matt Peterson said the pump station would be the homeowner association's responsibility. He has mapped all the wetlands and met all the setbacks. The project is not in the floodplain. He could check the sight distance at the Manchester Street intersection. He could build another clubhouse if the current one is full on the flat area on the southeast. Matt Peterson explained the rationale for the location of the intersection.

The Board advised the applicant to indicate a clubhouse for this phase of the development on the plans as applicable, with appropriate notes indicating that it is to be constructed if the homeowners association is unable to utilize the clubhouse that is part of the previous phase of the project

The Board voted 4-0-0 to grant conditional final approval, with the following conditions, to be fulfilled within six months and prior to signing of the plan, unless otherwise specified, on a motion made by Alastair Millns and seconded by Nelson Disco.

1. Final plans and mylars to be signed by all property owners. The appropriate professional endorsements and signatures shall also be added to the final plans and mylars;
2. The applicant shall obtain all required State approvals/permits, note the approvals/permits on the final plans and mylars and provide copies to the Community Development Department;
3. The applicant shall provide draft copies of any applicable legal documents for review, at the applicant's expense, by the Town's Legal Counsel;
4. The applicant shall address the comments from the town's peer review consultant, CLD/Fuss & O'Neill, as applicable;
5. The applicant shall indicate a clubhouse for this phase of the development on the plans as applicable, with appropriate notes indicating that it is to be constructed if the homeowners association is unable to utilize the clubhouse that is part of the previous phase of the project;
6. The applicant shall address any forthcoming comments from the Conservation Commission, as applicable;
7. The applicant shall address any forthcoming comments from the Fire Department, as applicable;
8. The applicant shall address the following comments from the Wastewater Department:
 - a. General Comment: Call out all drop manholes in profile as 5' diameter;
 - b. Sheet 13: Provide pump station details;
 - c. Sheet 15: Note #1 should end in the phrase "whichever is more restrictive";
 - d. Sheet 16: Call out detail of waterline crossing between SMH 8 and SMH 9;
 - e. Sheet 17: Pump station and valve chamber details required;
9. The applicant shall address any forthcoming comments from Pennichuck Water Works, as applicable;
10. The applicant shall address the following Planning Staff Technical Comments:
 - a. The water availability letters provided by the applicant are from 2003 and 2008, respectively, and pertain to the previous garden-style building design. The applicant shall provide an updated letter from Pennichuck Water Works that addresses the concerns and/or requirements outlined in the previous letters as may be applicable to the current design;

The following general and subsequent conditions are also placed on the approval:

1. The applicant is responsible for recording the plan (including recording fee and the \$25.00 LCHIP fee, check made payable to the Hillsborough County Treasurer) at the Hillsborough County Registry of Deeds. The applicant is also responsible for providing proof of said recording(s) to the Community Development Department;
2. The applicant shall submit an As-Built Plan prepared by a qualified professional (Professional Engineer or Licensed Land Surveyor, registered/licensed in New Hampshire) to the Community Development Department prior to the issuance of the final Certificate of Occupancy;
3. Any proposed easements and/or applicable legal documents shall be recorded at the Hillsborough County Registry of Deeds at the expense of the applicant;
4. The applicant shall address the following comments from the Wastewater Department:
 - a. Sewer connection permits will be issued for the new buildings individually and must be applied and paid for prior to construction of said building(s);
 - b. A flow allocation permit will be issued from the Town of Merrimack Wastewater Department prior to approval of said plans based on the flow to be provided by engineer
5. The applicant shall address the following comments from the Building Department:
 - a. The project shall comply with all ICC Building, Fire and Life Safety Codes adopted by the State of New Hampshire, including all amendments;
 - b. Submit a complete building permit application, provide the job location, indicate the scope of work, proposed use and estimated construction value;
 - c. All plans and construction documents shall be submitted with the application and available for code compliance review, prior to commencing construction;
6. The applicant shall address any comments from the Fire Department, as related to building fire code compliance, sprinkler systems, building addressing, etc., as applicable (that are not deemed precedent conditions).
- 5. Peter Olivier and Sherri Olivier (applicant) and Siam04 Realty (owner) —** Review for acceptance and consideration of a waiver of full site plan review to permit employee parking for an off-site landscaping business as well as employee and tractor trailer parking for an off-site moving business, both of which are in addition to the existing on-site restaurant use. The parcel is located at 75 Daniel Webster Highway in the I-1 (Industrial) and Aquifer Conservation Districts. Tax Map 2B, Lot 028. **This item is continued from the June 19, 2018 meeting.**

Tim Thompson said the application is the result of an enforcement action about parking of tractor-trailers on the site, which is the location of Luna Caprese restaurant. A revised application was submitted taking the moving business into account. Total required parking is 81 spaces (72 passenger cars and nine tractor trailers). Following the required revisions to the parking area, only 66 spaces (57 passenger cars and nine tractor trailers) will be available. The applicant proposes to allow the 17 spaces occupied by P&L Landscaping to double as parking for the restaurant, since the restaurant's busiest times are when P&L Landscaping is closed. The Fire Marshal has not commented.

Eric Brand, P&L Landscaping, said his employees park next door at the subject property. The businesses have different peak hours. Additional parking is needed for his business.

Sherri Olivier hired an engineer to redraw the plans, lined the parking, and measured for a turnaround. The restaurant may, in future, be open early afternoon or dinner time. Nobody parks in the area where the trucks park. There is enough parking on both sides of the restaurant.

Alastair Millns noted that, at noon on Monday, there were no spaces in back and a limited number in front. Trailers are staggered, leaving no place to park cars in the center. Sherri Olivier said there could be more space behind the trailer. Seventeen spaces were lined in back and more could be lined on the gravel surface. Eric Brand said he could pull spaces closer to the building to make room for spaces in back.

Chairman Best was not convinced that restaurant and truck parking uses are compatible. Restaurant patrons should not walk or park around trucks. There are not enough spaces for the restaurant.

Sherri Olivier said moving company customers (who are all family friends) do not come to this location. This is an industrial zone. It is rare that anyone goes beyond the parking spaces in front. Trailers could be put in the back row. If the lot is busy, trucks do not come in. The lot is one-way enter and one-way exit. The spaces are not too tight to pull in a truck. Some moving trucks store moving materials and equipment that is used daily. One trailer and 1-2 trucks go in and out daily. There is some loading and unloading, but most trucks stay put. It is neither a busy company nor a high volume location. Three trucks move regularly once or twice a day. They leave in the morning and return at night.

Tim Thompson noted that 66 spaces are 15 short of the required 81. It is hard to see how to access the truck spaces in the back.

Sherri Olivier said there are three light posts.

The applicants modified the existing plan rather than submit a new full site plan, but both staff and the Planning Board had trouble reading it. She explained the traffic flow. There has been no change in the gravel since prior approval in 1984.

Tim Thompson explained that the restaurant is the only approved use. Anything else is part of the enforcement action.

Chairman Best said the Board must determine whether there is sufficient lighting that does not shine on the neighbor's property. It makes no sense for restaurant patrons to park behind trucks. There must be no pedestrian traffic near trucks. There is not enough information for the Planning Board to accept the application for review. Tim Thompson added that the Board must determine if there is enough parking for the approved use. Alastair Millns suggested marking on paper the areas where trucks, trailers, employees and patrons park. Chairman Best said that restaurant traffic and parking must be distinct from trucks and proximate to the restaurant. Eric Brand suggested parking trailers in the rear with a chain in front of them, putting 12 spaces in front of the chain and limiting the hours when trucks pull in and out.

Sherri Olivier is considering buying the property in two years. Chairman Best said that would be acceptable if there were no restaurant use. He was skeptical about combining uses. Tom Koenig could foresee that in six months truck parking would still be approved and another company might park trucks there.

At the applicant's request, the Board voted 4-0-0 to continue the acceptance and the public hearing to September 4, 2018, at 7:00 p.m., in the Matthew Thornton Meeting Room, on a motion made by Alastair Millns and seconded by Tom Koenig.

6. Patriot's Car Wash (applicant/owner) — Review for acceptance and consideration of a waiver of full site plan review to permit an automobile service/repair station addition. The parcel is located at 376 Daniel Webster Highway in the C-2 (Commercial) and Aquifer Conservation Districts. Tax Map 4D-3, Lot 002.

The site has been used as a car wash facility since 1985. Tim Thompson informed the Board that, in March 2018, the Zoning Board of Adjustment granted a Special Exception to permit an automobile service and repair station addition on the property. The applicant proposes to add three service bays and a small office area including a bathroom; however it is unclear what the dimensions of the office space are, as none are provided in the plan the applicant submitted. The purpose of the garage bays is also unclear. There is no legend or label for proposed improvements. There are two "architectural" plans for the proposed addition. Staff is unable to determine if sufficient parking is provided due to the lack of information on the application. In order to determine the required parking, staff needs to know the number of employees, square footage of the office space, and/or any other additional use on the site. The previous plan indicated a large amount of stacking spaces that appear to be eliminated. A significant amount of items are either not provided or unclear to waive full site plan review.

Ronnie Ghannem, 6 Woodbury Street, said there would be a car wash, a two-bay garage and a three-bay addition for service and repair as well as a self-serve car wash. The property is 200' long with plenty of stacking area. One tunnel would be for the car wash, where there are never more than seven cars; 15-20 can be stacked. There would be only one lane rather than the current two lanes into the car wash. The other lane would be used as the exit for the self-serve car wash. The self-serve would have one customer every 15-20 minutes and would not generate a lot of traffic.

The island would move. The Planning Board instructed Ronnie Ghannem to show that on the plan as well as service doors, vacuum system, how traffic would enter from D.W. Highway, square footage for each use (in order to calculate the parking requirement), car wash entrance, three bays, how cars would exit the building, exterior features, lighting, floor plans, details about painting vehicles, and to delete elevations.

Ronnie Ghannem said the service bays would be used as the body shop (per the Special Exception). There would be no new floor drains except for the car wash, which would be connected to the existing oil/water separator. Painting was done off-site before; now NH Department of Environmental Services (DES) approval is necessary. There would be no change in the drainage and no traffic impact. Six cars could be held in the bays overnight, in the parking spaces or in back. There are currently 16 spaces.

When the Planning Board asked for a sidewalk, Tim Thompson explained that in order for it to be properly designed and constructed, it would require an engineered site plan and full site plan review.

Staff recommends that the Board continue both the acceptance and the public hearing to August 21, 2018 to allow the applicant to work with staff to provide appropriate plans and information that will allow the Board to make an informed and proper decision.

The Board voted 4-0-0 to continue the acceptance and public hearing to August 21, 2018, at 7:00 p.m., in the Matthew Thornton Meeting Room, on a motion made by Alastair Millns and seconded by Nelson Disco.

7. NeighborWorks Southern NH and The Granite YMCA (applicant/owner) — Review for acceptance and consideration of a lot line adjustment and site plan to construct a 45 unit multi-family development. The parcels are located at 315 Daniel Webster Highway in the R-4 (Residential) and Aquifer Conservation Districts and portions in the 100 and 500 year Flood Hazard Areas. Tax Map 4D-4, Lots 043-01 and 043.

Tim Thompson explained that the development was redesigned as a conventional 45-unit multi-family development in nine buildings rather than the previously approved 57-unit elderly housing development. Access would come from Angelo Drive; there is no access to Island Drive proposed. The purpose of the lot line adjustment is to swap an equal amount of land between Lots 43 and 43-1 in order to allow for the proper discharge of stormwater. The Public Works Department (DPW) is concerned about the Angelo Drive grade. The Fire Department wants a second access, preferably not gated, to Island Drive rather than to D.W. Highway.

Kevin Anderson, Meridian Land Services, Inc., said he would mitigate stormwater by sending it to a large infiltration basin. There is adequate parking. There would be a sidewalk on D.W. Highway and through the development. A landscape plan creates buffers for the abutters. Much of the State's stormwater drains from Greeley Street and Continental Boulevard and discharges onto the property. Kevin Anderson asked DPW for approval to design catch basins and culverts, which is the basis for the lot line adjustment. That would allow access to the wetland and moving the building away from the sewer easement. The YMCA owns both properties. The lot line adjustment gains the upper area and gives back the lower area. Kevin Anderson explained why he did not use Griffin Street for access. Tim Thompson added that it would not work financially. Kevin Anderson pushed the development away from the abutters on the west.

Discussion ensued about using Island Drive or Angelo Drive as the access. Kevin Anderson explained that DPW wants to extend Angelo Drive past the development in order to push snow onto the hammerhead.

Kevin Anderson will meet with Fire Marshal Manuele on July 18, 2018, about the location of a secondary/emergency access road and why a second access is needed with a cul-de-sac. Chairman Best said it would not be needed if the Fire Department did not want it. The neighbors would want gated access or full access onto D.W. Highway unless the access is for emergencies only.

Kevin Anderson will reconfigure to add a sidewalk to Angelo Drive with a hammerhead into which to push snow. The landscaping would make more buffers for the abutters. The lot line adjustment would allow the development to convey and discharge water, shift units for equal separation, make room for culverts and make a more uniform development. Kevin Anderson explained the drainage options. All units would be rental two- and three-bedroom townhouses.

The Board voted 4-0-0 to accept both the lot line adjustment and the site plan for review, on a motion made by Alastair Millns and seconded by Nelson Disco.

There was no public comment.

The Board voted 4-0-0 to grant conditional final approval to the lot line adjustment, subject to the following precedent conditions to be fulfilled within six months and prior to signing of the plan, unless otherwise specified, on a motion made by Alastair Millns and seconded by Nelson Disco.

1. Final plans and mylars to be signed by all property owners. The appropriate professional endorsements and signatures shall also be added to the final plans and mylars;
2. The applicant shall obtain all required State approvals/permits, note the approvals/permits on the final plans and mylars and provide copies to the Community Development Department;
3. The applicant shall provide draft copies of any applicable legal documents for review, at the applicant's expense, by the Town's Legal Counsel;

4. Applicant shall address any forthcoming comments from various municipal departments related to the Lot Line Adjustment, as applicable.

The following general and subsequent conditions are also placed on the approval:

1. The applicant is responsible for recording the plan (including recording fee and the \$25.00 LCHIP fee, check made payable to the Hillsborough County Treasurer) at the Hillsborough County Registry of Deeds. The applicant is also responsible for providing proof of said recording(s) to the Community Development Department

A waiver for the site plan is sought from the parking requirement. A requirement of 3.4 spaces per unit or 154 in total is excessive. Kevin Anderson would prefer to provide two spaces per unit and 10 visitor spaces for a total of 100. He could make 154, but there is no need for that many. He showed where he could put more spaces if 100 are insufficient. The 100 spaces would meet the needs of the client while allowing for additional green space and community area. His figures are based on information from existing NeighborWorks projects. Jennifer Vadney, NeighborWorks Southern NH, said there are always two assigned spaces per unit no matter how many bedrooms.

Chairman Best advised the applicant to keep public streets and areas clear of cars so fire trucks could get through.

Alastair Millns cited the criterion that specific circumstances relative to the site plan or conditions of the land in such site plan indicate that the waiver will properly carry out the spirit and intent of the regulations. Tim Thompson stressed that in addition to the statutory waiver criteria, the basis for the waiver is information from other projects managed by the same applicant.

The Board voted 4-0-0 to grant a waiver from the requirements of Section 7.03.E, Parking, on a motion made by Alastair Millns and seconded by Nelson Disco.

Rebecca Brown, Greenman-Pedersen, Inc., summarized the submitted Traffic Impact Analysis. In sum, there would be very little impact to the adjacent road network, no safety issues and no additional mitigation required.

Tom Koenig was concerned whether there would be enough room for someone turning left from D.W. Highway to be passed by another car on the left. Rebecca Brown described traffic making a left turn into Angelo Drive. Although Tom Koenig suggested restriping DW Highway, Tim Thompson said it is likely not necessary because there is plenty of room. Peer review would determine if there are any recommended improvements. Rebecca Brown said she could remove part of the painted median "island" at the driveway and put in a short turn pocket. Tim Thompson said that would be considered by the peer review. Any significant concern would return to the Planning Board. The initial design was already reviewed.

Chairman Best was concerned about the drainage. Kevin Anderson responded that he dealt with that on the previous application.

Chairman Best wanted the Board to see the plan before the second peer review. He opined that the Fire Department might not want the second access to be on D.W. Highway. Kevin Anderson countered that it might not want a second access. Tim Thompson said that this is no different from any other project review. He is confident the applicant's engineer and the Town's peer reviewer would handle it appropriately without the Planning Board seeing it first, as is the norm. Tonight's meeting is not to make a conditional final approval. The Community Development Department would not recommend approval at the next meeting if the plan is not ready.

Tom Koenig and Nelson Disco wanted an access for everyone on Island Drive. Chairman Best noted that Angelo Drive is difficult for exiting traffic and wanted another option. Kevin Anderson reminded the Board that the Traffic Impact Analysis indicates that Angelo Drive is adequate. The second access should be for emergencies only. Public traffic would have to cross a private development to get to Island Drive. Vehicles should not be made to back into traffic.

Staff recommends that the Board continue the site plan application to August 7, 2018, in order to address the review comments from departments and peer review.

The Board voted 4-0-0 to continue this item to August 7, 2018, at 7:00 p.m., in the Matthew Thornton Meeting Room, on a motion made by Alastair Millns and seconded by Nelson Disco.

8. Merrimack Stone Industries (applicant) and ADHIREX Inc. (owner) — Review for acceptance and consideration of a site plan to construct a 7,000 s.f. warehouse. The parcel is located at 7 Webb Drive in the I-1 (Industrial) District. Tax Map 2D, Lot 035.

Tim Thompson said the applicant proposes to construct a 7,000 s.f. metal warehouse along with associated improvements to be located on the east side and perpendicular to the existing building. The warehouse is intended to be used as a storage facility with 6,000 s.f. used for storage and 400 s.f. for office/bathroom space. The existing septic tank would be used for the bathroom space as it is located relatively close to the proposed warehouse.

Earl Sandford, Sandford Surveying and Engineering, said the proposed building would allow for materials and products to be stored safely indoors. The area around the building would be paved. Paving and stormwater would be mitigated with three catch basins. No additional water or sewer service is necessary except for the small corner bathroom that can be piped just a few feet to the existing septic tank and building. Grading would be minimal. Grass would be added. The trailers would be moved inside. The Board advised the applicant to show on the plan where the stone would be stored.

Staff recommends that the Board vote to accept the application, as it is substantially complete and contains sufficient information to invoke the Board's jurisdiction and to allow it to make an informed decision.

The Board voted 4-0-0 to accept the application for review, on a motion made by Alastair Millns and seconded by Nelson Disco.

There was no public comment.

A waiver is sought from the sidewalk requirement, since Webb Road is a cul-de-sac with no connectivity to other roads. In an industrial zone with few employees, the need for a sidewalk is negligible.

A waiver is sought from the architectural renderings requirement. The applicant submitted plans showing the basic elevations. Details are to be determined, but this structure is visible only from Webb Drive, which services only industrial uses.

Chairman Best suggested breaking up the façade or screening the building from Webb Drive with trees, since the waiver obviates the need to break up the façade.

The Board voted 4-0-0 to grant waivers from the requirements of Section 7.05.D.19, Sidewalks, and Section 12.05 – Building Design Submission Requirements, Architectural Renderings, on a motion made by Alastair Millns and seconded by Nelson Disco.

Tim Thompson said that a request for waivers from the landscaping and lighting plan requirements would come to the next meeting.

Staff recommends that the Board continue the application to August 7, 2018, (or a later date agreeable to the applicant) as the town's peer review consultant has not yet completed its review of the proposal.

The Board voted 4-0-0 to continue this item to August 21, 2018, at 7:00 p.m., in the Matthew Thornton Meeting Room, on a motion made by Alastair Millns and seconded by Nelson Disco.

9. Discussion/possible action regarding other items of concern

- Residential Development/School Aged Children presentation (as previously given to the School Board and School District Leadership team)

The purpose of the presentation (see https://www.merrimacknh.gov/sites/merrimacknh/files/news/pdf_version_schoolagedchildren_presentation_071718.pdf) is to provide estimates of the number of school age children that can be expected from various residential development projects that are in various stages of the approval process and construction. Tim Thompson discussed six projects with the School Board in 2015; since then five more have been approved and he updated his presentation. He told the School Board how many children to expect in each project and what resources he used to make his predictions. Of the proposed 1,012 new units, the low estimate is 231 school-age children and the high estimate is 294.

- Discussion of NH Municipal Association Services and recommendations to the Town Council for 2019/2020 Town Budget

Dues are \$20,000-\$25,000 annually. The Planning Board will consider recommendations to the Town Council at its next meeting when more recently appointed members are in attendance.

- Brett W. Vaughn (applicant) and Brett W. Vaughn Revocable Trust (owner) — Request for an extension of conditional approval of a 13 lot residential subdivision. The parcel is located at 123 Wilson Hill Road in the R-1(Residential) District. Tax Map 4A, Lot 023.

Since the February 2018 approval, the applicant has been working toward addressing the precedent conditions of approval; however the process for a State of NH Alteration of Terrain Permit has taken longer than expected.

The Board voted 4-0-0 to grant Black Oak Subdivision a six-month extension (to February 5, 2019), on a motion made by Alastair Millns and seconded by Nelson Disco.

10. Approval of Minutes — June 19, 2018

The minutes of June 19, 2018, were approved, with one change, by a vote of 4-0-0, on a motion made by Nelson Disco and seconded by Alastair Millns.

11. Adjourn

The meeting was adjourned at 11:00 pm., by a vote of 4-0-0, on a motion made by Alastair Millns and seconded by Nelson Disco.