

Sandown Planning Board Minutes DRAFT
9/15/2026

Meeting Date: 9/15/2026

Meeting Location: Sandown Town Hall, 320 Main Street, Sandown, NH

Members Present: John White (Chairman), Matthew Devine (Secretary), Ed Mencis (Ex-Officio), Ernie Brown (Vice Chair), Liam Paul, Lisa Luongo, Brian Luongo (Alternate)

Members Absent: Doug Martin

Other attendees: Steve Keach (Town Engineer)

Opening: Mr. White opened the meeting at 6:35 p.m.

Mr. White led the Pledge of Allegiance

Mr. White performed the roll call.

Mr. White noted that the continued public hearing for an application for site plan review submitted by KRKR Trust for the property located at Tax Map 2, Lot 33, Bobcat Way, Sandown, NH. The application proposes an impact for construction of a roadway is 1,645 square feet of forested wetland for access to a 21-lot single-family residential subdivision called Noah Estates was being continued to 10/20/2026.

The continued public hearing for review of a site plan application submitted by The Sanctuary Estates, LLC for the property is located at Tax Map 14, Lot 3-1, 412 Main Street, Sandown, NH. The application proposes to develop the subject property to construct 32 recreational camping cabins with approximately 320-ft of driveway, 40 parking spaces, drainage facilities, and an onsite well and septic system was being continued to 10/20/2026.

The continued public hearing for review of a conditional use permit application submitted by The Sanctuary Estates, LLC for the property located at Tax Map 14, Lot 3-1, 412 Main Street, Sandown, NH. The application proposes an impact for construction of the driveway is 2,300-SF, and a 24' culvert is proposed to maintain flow under the driveway, was being continued to 10/20/2026.

Correspondence

- The board received a letter regarding the application submitted by KRKR Trust for the property located at Tax map 2, lot 33 requesting a continuance to the 10/20/26 meeting
- The board received a letter regarding the application for a site plan submitted by The Sanctuary Estates, LLC for the property located at tax map 14, lot 3-1 and the application for the conditional use permit for the same location requesting a continuance to the 10/20/26 meeting
- The board received a letter about a seminar on workforce housing opportunities in the greater seacoast area

With Doug Martin out, Brian Luongo was appointed as a voting member.

Review of the 8/18/26 Minutes

MOTION: Mr. Mencis made a motion to accept the 8/18/26 minutes as written. Ms. Luongo seconded the motion. All members voted in favor. The motion carried.

Continued Public Hearing for an application for Subdivision of Land submitted by NTV Builders, LLC. The property is located at Tax Map 2, Lot 26, 112 Little Mill Road, Sandown, NH. The application proposes to develop the subject property to construct 21 single-family dwelling units into a residential subdivision called Noah Estates.

Ryan Lavelle of Lavelle Associates presented the application. He noted the property has come a long way in various formats, but they are currently proposing a 21-unit open space subdivision using a zero-lot line condominium form of ownership. The parcel is 60.27 acres. Each dwelling will be served by a separate septic and well. They are proposing two private streets to serve the subdivision.

Mr. Lavelle added since the last meeting the drainage reports and supporting materials have been substantially revised. They worked through the town engineer and alteration of terrain comments. They received an updated letter from the town engineer today and should be able to fulfill all the comments. He was before the board to update them on the significant progress the project has taken. They still need to fulfill some items including final sign off from the town engineer, state subdivision approval, alternation of terrain permit, and gain a favorable recommendation from the conservation commission on the conditional use permit. They also need to have town council review the condominium documents.

Mr. Keach noted they need to define the limits of the shoreland protection area to ensure the project is outside the boundary of that. Showell Pond would be included in the shoreland protection area and he believes that a portion of the open space is within that boundary.

Mr. White confirmed that the project was never before zoning to ensure he was able to sit on the board. Mr. Lavelle confirmed the project was never before the zoning board.

Mr. Lavelle noted they are trying to schedule a site walk with the conservation commission prior to coming to before the planning board.

Mr. Keach reviewed his letter dated September 14, 2026. Some highlights included:

- State permits are still absent
- He outlined the bonding scenario for any motion of approval
- The project will have a 30,000 gallon cistern per Fire Chief Devine. Chief Devine has asked the board to put as a condition of approval that the cistern be installed and in service prior to the issuance of building permits.
- There is a platted ROW that is on the plan but will be part of the open space and not used by the development. There are existing homes that access Little Mill via that ROW. If there is not existing easement rights for the benefit of those two homes, he would want to see that added.

91 Mr. Keach added that by using the zero-lot line condominium format, it condenses the lot sizes
92 and effectively creates conservation land next to Showell Pond. But one of the requirements of
93 the open space ordinance is a 50' perimeter buffer around the open space. There are existing
94 homes that are within that buffer as well as proposed wells within that area. He would like Ryan
95 to give a detailed explanation of what work will need to be done within that buffer.

96
97 He has some issues with the location of some of the wells being within the protective 50' radii.
98 There are other locations for the wells too go, but it is ultimately up to NHDES to determine the
99 location. He would like for Ryan to see if there was a way to do something different. He does not
100 want to see the wells encroach on someone else's well.

101
102 Mr. Lavelle noted the current owners want the utilities to be unit specific and have no shared
103 wells or septic systems. They aren't single family lots but they want them to feel that way. There
104 are only so many locations for the septic systems and wells.

105
106 Mr. Paul noted it is a lot of wells. He had concerns about the impact to the land within the
107 protective buffer that may happen when getting equipment in to install the wells.

108
109 Mr. Lavelle noted a community well would be more costly and time-consuming getting
110 approvals.

111
112 Mr. Keach noted that NHDES will likely have issues with the plan and kick it back and they will
113 need to evaluate another option. The state will likely have issues with the well radii and buffers
114 not being met. He added that there will be no infrastructure in terms of roads and pavement being
115 added within that area.

116
117 Mr. Brown noted that in order to fit a community well, they would likely have to fill in wetlands
118 which would mean having to obtain a dredge and fill permit. Mr. Lavelle noted they may be able
119 to fit it near the retention pond.

120
121 Mr. Luongo questioned how the plans would change if they did not receive the waiver for onsite
122 recreation. He didn't see any areas indicated on the plans for onsite recreation.

123
124 Mr. Lavelle noted he would type up a formal waiver requested indicating they would provide a
125 voluntary \$1,000 per lot donation in lieu of onsite recreation. Mr. Luongo had concerns about
126 whether they could accept that money since he didn't see anywhere in the regulations to indicate
127 that is appropriate, he also didn't like the visuals of the board accepting money in order to grant a
128 waiver. Ms. Luongo agreed but also added she didn't believe \$1,000 was enough.

129
130 Mr. Keach noted that it is appropriate. The spirit of the ordinance was to provide recreation for
131 residents. By adding the facilities in the neighborhood, they would be private and only available
132 to those that lived in that neighborhood. The problem comes with costly liability insurance and
133 maintenance, and it becomes a burden to the residents. The board felt the voluntary donation
134 focused more on public recreation and created a benefit for the public.

Mr. White tabled the conversation about the donation and whether that process and or amount should change to a workshop meeting. He didn't want to interrupt a public hearing for internal board discussions.

The public hearing was continued to October 20, 2026 for further discussion.

Continued Public Hearing for a Conditional Use Permit application submitted by NTV Builders, LLC. The property is located at Tax Map 2, Lot 26, 112 Little Mill Road, Sandown, NH. The application proposes an impact for construction of a roadway is 1,645 square feet of forested wetland for access to a 21-lot single-family residential subdivision called Noah Estates.

Mr. Lavelle noted he is hoping to schedule a site walk with Conservation before the next meeting.

Mr. Paul added that he would like the conservation commission to weigh in on the vegetative buffers and what they would want to see there. Mr. Brown believed that it is supposed to be replaced with something similar to what is there.

The public hearing was continued to October 20, 2026 for further discussion.

Public Hearing for review of a Subdivision Application submitted by Mark Calledare. The property is location at Tax Map 12 Lot 8, 25 Hersey Road, Sandown, NH. The application proposes a two-lot subdivision.

Mr. White recused himself since he sat on the zoning board for the same application. Mr. Brown stepped in as Chair.

Mr. Lavelle presented the application. He indicated they are proposing a two-lot subdivision on a 6.02 acre lot. The proposal retains the existing dwelling and creates one new rear dwelling lot. They received the required variance for frontage on a Class VI from the zoning board. They have received state subdivision approval, and all monuments have been set.

The access is proposed over the existing private right of way known as Cronin's Landing. It alleviates the need for a dredge and fill permit. The proposed driveway is more than 450' long which means that it needs to meet NFPA Fire Code standards. The future dwelling unit will have a fire sprinkler system installed. Mr. Lavelle will connect with Chief Devine to determine the configuration of the turnaround. A waiver request for a \$1,000 voluntary donation in lieu of onsite recreation was provided.

Mr. Keach noted in his review letter dated September 15, 2026, NHDES subdivision approval was the only state permit required. All other comments were minor.

MOTION: Mr. Mencis made a motion to take jurisdiction of the subdivision application submitted by Mark Calledare for the property located at Tax Map 12 Lot 8, 25 Hersey Road,

Sandown, NH. The application proposes a two-lot subdivision. Mr. Luongo seconded the motion. All members voted in favor. The motion carried.

Mr. Lavelle read his letter requesting a waiver to subdivision regulation 9.23 into the record.

MOTION: Mr. Mencis made a motion to accept the waiver request to subdivision regulation 9.23 requiring onsite recreation and accept a \$1,000 voluntary donation to the Recreation Revolving Fund.

Discussion: Ms. Luongo questioned where the \$1,000 amount came from. Mr. Lavelle noted it has always been the number that was offered. Ms. Luongo added that it should possibly be more since \$1,000 doesn't cover a lot.

Mr. Luongo questioned where in the law it states they can accept the money. He added that optically it doesn't look good granting a waiver for money. He would prefer they not take any money.

John White – 8 David Lane

Mr. White would like the recreation donation discussion to be continued to a workshop and not debated in the middle of a public hearing. Since it is a small amount, the board should grant the waiver without the donation.

Ms. Luongo added that optically the visuals of granting a waiver for money doesn't look like it's voluntary. She also questions the amount of money and thinks maybe it should be more so it could be more beneficial to the town. It should be a worthwhile amount to add more to the revolving fund to make more a difference.

Mr. Paul seconded the motion. Members voted in favor. Mr. Luongo abstained. The motion carried.

Mr. Brown noted the fire chief would need to clarify the turnaround on the driveway. Mr. Lavelle noted it would be a factor prior to receiving the occupancy permit. The turnaround may change based on the final location of the home.

Mr. Keach noted that they are utilizing Cronin's Landing which is an existing woods road. It will alleviate the need for a future wetland crossing. The NFPA requirement for a driveway over 300' allows the fire chief to request a turnaround. The logical time for that review is when the building plans and building permit come into play.

Mr. Keach reviewed his recommended conditions of approval:

- Demonstration of availability of easement rights to permit driveway access to future lot 8-1 via Cronin's Landing a private Way
- Receipt of correspondence from town engineer confirming comments and recommendations offered in letter report dated September 15, 2026 have been resolved to his satisfaction

- Addition of a note to final plan acknowledging waiver of Section 9.23 granted on September 15, 2026
- Maintenance of a positive PREA account balance

Recommend approval granted based on the following findings of fact:

- Prior receipt of variance from terms and conditions of Article 2, Part B, Section 3B of the Sandown Zoning Ordinance to permit the subdivision without benefit of frontage on a qualifying street
- Apart from variance noted above, proposal conforms with applicable requirements of zoning ordinance and subdivision regulations as submitted
- Receipt of NHDEs subdivision approval

MOTION: Mr. Mencis made a motion to approve the application for a subdivision submitted by Mark Calledare. The property is location at Tax Map 12 Lot 8, 25 Hersey Road, Sandown, NH. The application proposes a two-lot subdivision. Mr. Devine seconded the motion. All members voted in favor. The motion carried.

Mr. White stepped back in at 8:05pm.

Preliminary Design Review for an open space subdivision plan application for Little Mill Rd., Sandown, NH, Located at Tax Map 3, Lot 12, known as Showell Pond Estates.

Ryan Lavelle was representing the owner of the property. He noted they were not seeking approval for anything. The property received multiple zoning board approvals and a planning board approval for a two-lot subdivision. He explained the subdivision allowed for 15 acres to be separated from the remaining lot that contained multiple small camps.

The preliminary design to subdivide the 15-acre lot proposes adding a road called Armand's Way. In the subdivision regulations there must be 200' of separation between roads. If Armand's Way was to access Little Mill there would only be 97' of frontage separating Armand's Way and the existing Showell Pond Road. They want to get the board's opinion on whether they would be granted a waiver to allow Armand's Way to be only 97' from Showell Pond Road.

Mr. Lavelle further explained that there is the potential that Showell Pond Road could intersect with Armand's Way providing a different access to Little Mill Road for the current residents of Showell Pond Road. They cannot legally compel the residents to change their existing access and abandon the current portion of Showell Pond Road they travel over but they can give them a secondary option. They have worked into the plan a combined bus stop so there wouldn't need to be two stops.

Mr. Keach added that Armand's Way will conform to our current regulations and will have adequate site distance on Little Mill Road. We would have appropriate infrastructure to sustain the additional traffic from the houses on Showell Pond Road. There would be a connection from Armands Way to Showell Pond Road. You can't close the other right of way, but it may become obsolete.

Mr. Lavelle added that it would be a safer option for those on Showell Pond Road to access their property. It would improve the access for fire, delivery drivers, etc.

Mr. Luongo questioned if the road would be private and maintained by the residents of Armand's Way. If that is the case, would the residents of Showell Pond Road have to contribute to maintain the portion they would be utilizing and how would that be enforced. Mr. Lavelle added he assumed the road would be maintained by the seven homes on Armand's Way and that would be put into the condominium documents.

Mr. Brown noted he would prefer to see Armand's Way be a public road to avoid that issue. Mr. White agreed and added it would be a huge improvement to the road in that area.

Mr. Lavelle thanked the board for their input.

Other Business

Mr. White noted that the board needed to review the budget at their next meeting. It needs to be submitted to the budget committee by October 26, 2026.

Mr. White also added that if the board were to propose any zoning amendments, then they would need to have those discussions now. Mr. Keach would circulate the legislative changes to the board so they could determine if there was anything they would be required to change as a result.

Mr. White notified them that he would be sitting in on the Hazardous Mitigation Plan meeting. He would update everyone on the content of that meeting. He also attended a Rockingham Planning Commission meeting for the state's 10-year transportation plan. He noted that any items currently on the plan need to be followed up on to remain on the plan. He would double check and see if there were any proposed projects for Sandown.

Mr. White asked board members to keep board business separate from the public hearings and added they can discuss during workshops or at the end of meetings.

Mr. Luongo noted he has no issue with the waiver for onsite recreation, his concern is that optically it doesn't look like a voluntary contribution. He also questioned why it was always \$1,000 per lot. Should we make it clear that they don't need to give any amount or it could be less. Mr. Mencis noted that in the past for single lots, the fee has been waived entirely. Mr. White added that the regulation is a state requirement to have onsite recreation. Onsite recreation isn't practical for homeowners to maintain and they become an eyesore. Builders were looking for an alternative and the donation became that alternative. He agrees the amount should be higher. Mr. Luongo questioned if it should be an application fee instead. Mr. Brown noted that it could not be an impact fee. Ms. Luongo noted that enforcement mechanisms for maintenance could be added to the condominium documents. She added that if they are making a donation it should be something meaningful to the town.

Mr. Paul suggested they have more workshops so they can work through more items like that.

317 **MOTION:** Mr. Mencis made a motion to adjourn. Mr. White seconded the motion. All members
318 voted in favor. The motion carried.

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320 The board adjourned at 9:05pm.

321
322 Respectfully Submitted,

323 *Andrea Cairns*

324 *Andrea Cairns*

325 *Assistant to the Town Administrator*