

## Minutes

### Planning Board Meeting

January 3, 2019

Members of the Planning Board in attendance were Charles Moreno, Chairman, Don Clifford, Scott Young, ex-officio member, and Donald Coker, Alternate member. The Chairman opened the meeting at 7:35 PM and announced the members present. Noting that two members were absent, the Chairman designated Donald Coker as a voting member this evening. It was noted that since there are only four members, any applicant would have the option of postponing consideration of their application to the next meeting in order to avoid the possibility of a tie vote. The closing date for applications to appear on the agenda for the February 2019 regular meeting is 5 P.M. Tuesday, January 15, 2019. The Chairman advised that the Board has a policy setting time limits for meetings and that the Board will not consider any new business after 10:30 PM and that the meeting will adjourn by 11:00 PM. Jim Andersen, Eric Almanzan, and Alan Williams were present for the meeting.

The Chairman then briefly reviewed the agenda for the evening. The first item of continuing business was the application of CECIL C. ABELS II for Non-Residential Site Plan Review for a Concert and Outdoor Event Venue to be located at his property at 664 First Crown Point Road (Tax Map 19, Lot 73A). The Chairman noted that the Board had asked Mr. Abels to appear this evening and that it had been about six months since Mr. Abels had attended a meeting. Mr. Abels said that the Board had ruled against his proposal for an agreement with his neighbors, the Tottens, regarding access, which left just the option of upgrading the driveway to a two-lane road. He said that he is trying to find funding for that, which is the only update to the status of his application. Board members noted that they continue to hear about events. Mr. Abels said that there was no commercial activity at this venue this past summer. Don Clifford said that it was not verified but that the Board had heard that there was a commercial promoter involved, and he said that the Board would like to see the site plan application finished up and that he would hate to see Mr. Abels have to start over. He said that it cannot be years before the situation is resolved. Mr. Abels said that he had said in his letter that he planned to come back before the Board before the coming summer season, and again said that he had hosted no commercial activities the past summer. The Chairman asked if he was heading for coming back to the Board before the busy season. Mr. Abels said that the road would not be done but he hoped to finish the plans and asked if there was a deadline. Board members again indicated that the application cannot stay open for years on end. Mr. Abels said that his plan is to return to the Board before he hosts another event. Scott Young then asked if there were any scheduled events, and Mr. Abels indicated that there are not. Mr. Abels was reminded that abutter notification will be required before Mr. Abels comes back with updated information, and that notice fees will be required. It was noted that the application deadline for the May 2019 meeting will be April 9<sup>th</sup>.

The next order of continuing business was the application of MICHAEL CARTER for Non-Residential Site Plan Review for a Wedding/Event Venue (PARKER MOUNTAIN LODGE) to be located at his property at 496 Parker Mountain Road (Tax Map 10, Lot 3). It was noted that the Board had received an email communication from Carey Garneau saying that they would not be attending this evening and continuing the application forward.

The first of new business was the application of DAVID and PAMELA PERKINS (Tax Map 1, Lot 18) and BLUE HILLS FOUNDATION, INC (Tax Map 1, Lot 17) for a boundary adjustment between their two properties located on Province Road near the Barnstead town line. The Perkins propose to transfer about 25 acres at the rear of their 160 ± acre property to the abutting Blue Hills Foundation lot of approximately 106 acres. Neither lot is developed and both are in current use. David and Pamela Perkins were present; Ken Super, an abutter, was also present. Scott Frankiewicz of Brown Surveying and Engineering presented the application. Mr. Frankiewicz advised that the plan set includes three sheets and that the main sheet for recording will be Sheet 2. The proposal is to transfer 24.76 acres; the acreage is mostly uplands with a pocket of wetlands. David Perkins advised Board members that the Blue Hills Foundation is looking for a wildlife corridor toward Waldron Road and moving toward Evans Mountain. He noted that the Foundation is also talking to the Pitmans, who own the land to the north. He said that the land they proposed to transfer to the Foundation is difficult to access, there are no roads, and the land will stay in conservation, which is what he wants. They are simply extending a current boundary line but proposing no other changes. Mr. Frankiewicz had submitted a request for several waivers to the plan requirements.

The Chairman then explained the Board's review process, noting that the Board will review the plan against the Board's checklist and then if sufficiently complete, will accept the plans as complete for consideration. The waivers can be addressed after the plan has been accepted. A public hearing could then be opened and the final step would be to see if there was a motion for approval of the plan. Dave Perkins noted that George Lovejoy had not received the certified letter notice due to a mix-up with the Exeter post office and could not be here this evening but will be available by telephone during this meeting in case of any questions from the Board. Board members then reviewed the plans with the checklist. Board members discussed boundary lines and corners with Mr. Frankiewicz and finally agreed that the Board would like to see a monument set at the easterly corner at the intersection of the two stone walls shown on the plan. In addition, the following items need clarifications: current use note, buildings within 100 feet (the Perkins home on Tax Map 1, Lot 19), driveways within 200 feet (the Perkins driveway on Lot 19), culverts under Province Road, and correct the title block to read only Blue Hills Foundation. Topography and elevations from the LIDAR database are shown on the detail plan. Waivers have been requested regarding the requirements to show wetlands, watercourses, shoreland zones, ledge, test pits, and perc test data. It was agreed that the plan is substantially complete and that the missing items would not affect consideration of the project. The lot would not fall under state's Shoreland requirements. Scott Young then made a motion to accept the plans as complete for consideration, conditional upon the completion of the five items noted above and contingent upon the approval of the waivers to be addressed. Donald Coker seconded the motion, there was no further discussion, and the vote was unanimous in the affirmative. The Chairman then opened the application for discussion. Mr. Frankiewicz addressed the first waiver request and said that the topography and wetlands shown on the plan are taken from the GRANIT database, and said that they are asking for a waiver to the requirement that the wetlands be identified by a certified wetlands scientist due to the size of the parcels and the fact that the land will not be developed and is going into conservation. The Chairman noted the location of the parcel being transferred, which is far from roads and will be added to a 106 acre parcel in permanent conservation. He also noted that test pits/state subdivision approval is not required for parcels over 5 acres in area. Noting this unique circumstance, Donald Coker then made a motion to grant the first waiver as described in the waiver request letter. Donald Clifford seconded the motion. The Chairman noted that motion and second and opened the floor to public comment. There were no comments. The Chairman then called the vote on the first motion; the vote was unanimous in the affirmative. The Chairman then turned to the second waiver request for a waiver of the requirement for delineation of the wetlands by a certified wetlands scientist. Noting the size of the parcels and the nature of the adjustment, Donald Coker then made a motion to grant the second waiver as described. Scott Young seconded the motion, there was no further discussion, and the vote was unanimous in the affirmative. Both waiver requests were granted. The Chairman then opened the public hearing on the application. Ken Super, and abutter, asked if he could get a copy of the plan. There were no other comments. The Chairman then closed the hearing. Don Clifford then made a motion to accept and approve the plans for boundary adjustment, conditional upon the completion of the five clarifications noted above; the easterly corner monument, the Perkins home and driveway, culverts, and the current use note. Donald Coker seconded the motion, there was no further discussion, and the vote was unanimous in the affirmative. The applicants were directed to bring corrected plans showing set monuments to the office for signatures, accompanied by checks for recording at the Registry of Deeds. It was noted that there is a 30 day appeal period.

The next item of business was to open the initial presentation of items to be considered on Thursday, February 7, 2019 at a Public Hearing in accordance with NH RSA 675:6 and 675:7 to present and discuss proposed amendments to the Strafford Subdivision Regulations to update regulations to include the following proposals:

To update Section 2.5.1 and 2.5.2 *Applications* of the Strafford Subdivision Regulations and Section 3.2.1 *Application* of the Strafford Non-Residential Site Plan Regulations to bring them into conformance with current state statutes and with previous updates to Section 2.7 and to add deadlines for the submission of revised plans, and to update Section 2.8.1 *Final Plat* by adding a requirement for the submission of an electronic copy of final approved plans as submitted for signatures.

The full text of these proposed amendments will be available at the Town Offices during normal business hours. Board members advised that the Board agreed at the previous meeting to set a firm time for receipt of revised plans so that Board members have a chance to look over the plans before the meeting. After discussion, it was agreed to set the date for initial applications for subdivision or site plan as no later than required under state statutes and preferably by the posted application deadline, and to set the date for receipt of revised plans for applications already in progress as no less than 9 days prior to the date of the next scheduled Planning Board meeting. It was agreed that both electronic and hard-copy paper plans will be required for revised applications. This would allow Board members to access the paper copies at the Planning and Zoning office if desired. It was agreed that the formal

Public Hearing on these proposals will be held at the February meeting. Scott Young said that it would speed meetings, allowing the Board adequate time to review revisions before the meeting night. It was also noted that the Board will require electronic copies of final subdivision plans going forward, as this will assist with tax mapping and will reduce tax mapping costs.

Board members then turned to informal business. Rick Turner had requested an opportunity to meet with the Board regarding Scribner Road, but was not present. It was noted that Scribner Road is an open town road in the section where Mr. Turner is believed to be proposing the development of several lots. There followed a spirited discussion about the number of informal meetings that should be held on a proposed project.

Board members then turned to the plans for 3-lot subdivision of the Witcher property on Drake Hill Road (Tax Map 4, Lot 31). The Board had reviewed the final plans at the last meeting and found several items that needed correction. The corrected plans have now been submitted for signatures. Board members reviewed the corrected plans and the Chairman signed the plans. There was some discussion of the fact that the Board had not asked Mr. Witcher for bonding for construction of the shared driveway serving the lots. Don Clifford suggested that the Town ask Mr. Witcher if he would be willing to voluntarily post bonding. Board members all agreed that the Board has missed this item when reviewing the plans, but that they should have asked for the bond, as is the Board's usual practice. There was a lengthy discussion of the situation. The Chairman noted that even without the bonding, the shared driveway must pass inspection by the Fire Chief before any certificates of occupancy can be granted, which provides some protection.

The Board then turned to the minutes of the previous meeting. The Chairman and Don Clifford then each suggested a correction to the last page of the December 2018 draft minutes. There was no further discussion and Don Clifford then made a motion to accept the minutes with the two corrections. Donald Coker seconded the motion, there was no further discussion, and the vote on the motion was unanimous in the affirmative. Don Clifford then noted that he has seen continuing auto repair activity at Tax Map 11, Lot 45, and noted his concern that the property owner has yet to meet with the Planning Board. He remains concerned about whether the shop is set up to prevent automotive fluids and other hazardous materials from contaminating ground water and wells near the school.

There being no further business before the Board, Scott Young made a motion to adjourn. Donald Coker seconded the motion. There was no further discussion and the vote was unanimous in the affirmative and the meeting adjourned at 9:15 PM.