

Planning Board Meeting

Location: Strafford Town Hall Conference Room

Date & Time: October 6, 2022 7:00PM

Voting Members Present:

Charlie Moreno – Chairman
Phil Auger – Vice Chairman
Terry Hyland
Tim Reed
Lynn Sweet – Selectman Representative

Non-Voting Members Present:

Don Clifford – Alternate

Others Present:

Blair Haney, Strafford Regional Planning Commission, Regional Planner
Autumn Scott, Strafford Regional Planning Commission, Regional Planner

The Chairman, Charlie Moreno, called the meeting to order at 7:03PM, recognized Board members Phil Auger, Terry Hyland, Tim Reed, Lynn Sweet and Don Clifford as present. He also recognized as present Blair Haney and Autumn Scott.

The Chairman announce that the closing date for new applications to be filed for the agenda for the regular November 3, 2022 meeting will be 5:00PM Tuesday, October 11, 2022. Revised applications for projects already under review must be submitted by Tuesday, October 25, 2022, for the November meeting.

Continuing Business

Design Review – Bertha L. Huckins Revocable Trust, proposed subdivision of an additional lot, 22 Hillside Drive (Tax Map 11, Lot 4)

The Chairman recognized Corey Colwell of T.F. Moran and asked him to address the Design Review. Mr. Colwell indicated he was representing the Bertha L. Huckins Revocable Trust. He was not able to attend the previous meeting and was not privy to the Board's concerns and questions. Mr. Colwell offered to provide a brief history regarding the property and the proposed subdivision. He indicated that in 2008 he was involved in the subdivision of the farm property into three lots where a private right-of-way was created to provide frontage for two additional lots. The family is proposing another lot on the farm property served by the right-of-way. He is seeking guidance from the Board regarding the construction standard under current Ordinance requirements for the driveway to provide access to the additional lot.

The Board considered and discussed the following:

- Entry to the driveway in the right-of-way is from Hillside Drive, a Class V Road.
- Frontage to remainder of the property is along the Class VI section of Old Ridge Road.
- Proposed lot addition to three current lots is a major subdivision.

- The lot line of an existing lot would be modified to accommodate a 50 ft wide right-of-way to the additional lot.
- There would be a minor encroachment on the 4,000 square foot septic system area associated with an existing lot.
- Portions of the current driveways are outside the boundaries of the right-of-way.
- Driveway slope meets current road construction requirements.
- Electrical service path to the existing lots is above ground and within the right-of-way.

The Board provided the following guidance with respect to the Design Review:

- Indicate Hillside Drive as a Class V Road on the plan.
- Provide a letter from the Road Agent stating the Town has maintained Hillside Drive in excess of five years
- Construct a private road to town subdivision road standards within the boundaries of the right-of-way to access all three lots.
- Submit a waiver request for the pavement, and the Board will consider it.
- Provide a turnaround for fire/emergency vehicles on private road serving the additional lot.
- Consider underground utility service to the additional lot.

2002 Master Plan Review

During the September 1, 2022 Planning Board Work Session, the Board continued, but did not complete the review of the results of Board member responses with respect to the 2002 Master Plan content completion, no progress, on-going, or not relevant. Autumn Scott completed presentation of the remaining 2002 Master Plan content and responses, which the Board discussed at length. This review was essential in identifying prior Master Plan items for consideration in the Master Plan update.

Other Business

The Board agreed to post Shoreline Protection Act Summary of Standards on the Town website. The Town adopted these standards in March 2003 and should be enforcing them when considering plans or projects affecting protected streams, rivers, ponds, and lakes.

The Board reviewed the minutes of the September 21, 2022 Planning Board Work Session. Phil Auger made a motion to accept the minutes as written, which was seconded by Tim Reed and voted upon verbally in the affirmative by all voting Board members.

There being no further business before the Board, Phil Auger made a motion to adjourn the meeting, which was seconded by Tim Reed. The Board voted unanimously in favor, and the meeting adjourned at 7:58PM.