

MINUTES
Workshop Meeting
Sanbornton Planning Board

Meeting Date and Time: Thursday, May 6th, 2021 at 7:00 PM

Meeting Place: By Teleconference/Old Town Hall, 19 Meeting House Hill Rd, Sanbornton

The meeting was called to order by Chair Andy Sanborn at 7:00 PM

Roll Call

Regular Members present: Chair Andy Sanborn, Jody Slack, Will Ellis, Selectman John Olmstead, Don Bormes

Alternate Members present: Tom Lynch, Kalena Graham

Others Present: Town Planning Assistant, Stephen Laurin

Minutes of 3/18 – Don Bormes made a motion to approve the draft minutes of 4/15 with corrections. Will Ellis seconded the motion and the motion passed unanimously with votes as follows: Slack/Yes; Sanborn/Yes; Olmstead/Yes; Bormes/Yes; Ellis/Yes

New Business

a. Continued Site Plan Application from 4/15/2021

Property Owners/Applicants: Colm Brophy

Subject Address/Tax Map & Lot: 195 Knox Mountain Road; Tax Map 14, Lot 24.

Description: Proposed modification of an approved site plan to add ten tent sites and a bath house to the existing wedding venue operation. The property lies within the Forest Conservation and General Agricultural Zoning Districts.

Attorney Ethan Wood noted that this site plan was already accepted at the previous PB meeting. His clients propose ten tent sites at their existing wedding venue. A new bathhouse and septic system will be constructed, there will be an access lane constructed around the sites but this is only for emergencies and will not be driven on normally. Low lighting around the sites will be unobtrusive to neighbors. The tents will be elevated on platforms and already have beds, linens, etc. and only available for guest use at the wedding, not any other time. There is an existing tourist home which sleeps 16 people and the addition tents will sleep 20 for a total of 36 guests on the property during wedding weekends. His clients anticipate the tents being mainly used on Saturday nights after weddings but could possibly be used Thursday through Sunday depending on the event.

Jody Slack asked how many events total are held at Longlook Farm; Katy Brophy responded that there are between 20 and 24, held from Memorial Day through October. Attorney Wood explained that there will be more signage added to prevent guests from missing the turn for the venue. Chair Andy Sanborn asked if trash generated from weddings and the tourist home are sent to the local transfer station; Katy responded No, they have a private contractor for trash. Chair Sanborn asked if there may be water run-off issues with guests doing dishes; Attorney Wood responded that these are not typical campsites and guests would not be doing dishes, but there is a full kitchen in the tourist home already if needed. Chair Sanborn asked how many people to a tent; Attorney Wood responded that there is a queen bed in each tent and anticipates a maximum of two adults per tent. Chair Sanborn asked if people will be leaving the property often throughout the weekend causing added traffic. Attorney Wood responded that his clients do not anticipate added traffic and in fact traffic would be lessened the night of the wedding since guests would now be leaving the following day.

Kalena Graham asked who is on site during the events. Attorney Wood stated that the same wedding planner is on site during each wedding and the police already have her contact information in case there are any complaints. Chair Sanborn asked if the road agent has been contacted about the project; Attorney Wood stated that there is no public road, only an access lane in case of emergency and the fire chief has already been contacted and provided requirements for construction which the Brophys will meet.

Selectman Olmstead asked if there is a noise curfew in the camping area; Attorney Wood explained that weddings are over by 10:00pm and there is no disruptive noise anticipated after that. Steve Laurin noted that there is a new septic plan; Attorney Wood explained that a new system will be constructed that will have a larger capacity. He also noted that the well has been tested and there is more than sufficient water for the existing home plus the ten campsites. Karen Bordeau commented that she has provided information to the Brophys about best management practices for containing food and trash to prevent issues with bears and other wildlife.

Jody Slack made a motion to approve the site plan. Will Ellis seconded the motion and the motion passed unanimously with votes as follows: Slack/Yes; Sanborn/Yes; Olmstead/Yes; Bormes/Yes; Ellis/Yes

Other Business

a. Setting granite bounds – Steve explained that Tim Bernier, engineering for the Poplar Rd subdivision approved at the last meeting, asked if granite monuments can be set after site work is complete. Steve asked if the PB wants to formalize the process for signing subdivision plans before granite monuments are set in cases like these. Kalena stated that this should be in the zoning enforcement officer's purview; members agreed.

b. Future meetings in-person – Chair Sanborn stated that he would like to have future PB meetings in-person only with no call-in option; the Town does not have a good set-up for virtual participation. Members agreed to do in-person meetings only at Old Town Hall so that social distancing guidelines can still be adhered to.

c. Meeting recordings – Steve asked if members feel strongly about keeping old meeting recordings; the BOS has a policy to keep only one year of recordings but there are some that are 25 years old. Members were okay with getting rid of the old recordings as State statute mandates that approved written minutes serve as the formal record of a meeting. Will Ellis noted that Steve should check with the Historical Society to see if they have any interest in the old recordings.

d. Aquifer map – Chair Sanborn stated that there is now an updated aquifer map from 2014. Referring to this aquifer map in the ordinance will require a formal ordinance change at voting next year.

e. PB Membership – Resident Jamie Holland is interested in being an alternate member. Will Ellis made a motion to recommend that the BOS appoint Jamie as alternate. Don Bormes seconded the motion and the motion passed with votes as follows:

Olmstead/Abstain; Sanborn/Yes; Bormes/Yes; Slack/Yes; Ellis/Yes

Meeting adjourned at 8:25. The next meeting is scheduled for Thursday, May 20th 2021 at 7:00pm.

Respectfully submitted,
Audry Barriault