

## **MINUTES**

### **Workshop Meeting**

#### **Sanbornton Planning Board**

**Meeting Date and Time:** Thursday, October 7<sup>th</sup>, 2021 at 7:00 PM

**Meeting Place:** Sanbornton Town Offices, 573 Sanborn Rd, Sanbornton

#### **Roll Call**

Regular Members present: Chair Andy Sanborn, Selectman John Olmstead, Don Bormes

Alternate Members present: Tom Lynch, Jamie Holland, Kalena Graham (Tom and Jamie seated as voting members)

Others present: Planning Board Assistant Stephen Laurin

**Minutes of 9-16** – Selectman Olmstead made a motion to approve the draft minutes of 9/16 with corrections. Tom Lynch seconded the motion and the motion passed unanimously.

#### **Old Business**

**a. Continued discussion of proposed Driveway Regulations** – The Board reviewed the draft ordinance and made several changes; Highway Department Director Johnny Van Tassel attended the meeting to answer questions. Johnny stated that he will be working on the actual permit document that is provided to the homeowner. Chair Sanborn asked if the Modifications and Waivers section needs to be added back in to provide the Highway Director with authority to change some of the regulations on an individual basis. Johnny will provide several sentences to add to this section and stated that he would like to have the discretion to make changes if needed once the Planning Board approves the homeowner's plan.

Chair Sanborn explained that the original draft of the driveway regulations prohibited shared driveways altogether but the Planning Board removed this as members agreed they should be allowed. Johnny responded that the Fire Chief would like to require private roads instead of shared driveways so that emergency services can locate the correct house.

Chair Sanborn asked if the 10-foot paved apron requirement would be required for most driveways; Johnny responded that in most cases it would not be needed. Johnny noted that as part of the driveway permitting process he would give permission for building a driveway along with a time limit, and then sign off on the permit once all requirements are met. Chair Sanborn asked if taking away the Highway Director's discretion for new driveways used only for agriculture would pose an issue; Johnny stated that he doesn't foresee there being many of these but he would like to have the authority to inspect these. He added that requiring a driveway permit will also mean that these will have to be bonded which protects the Town against damage done to the public roads.

Members agreed to allow the Highway Director to have discretion on depth of material needed for commercial use driveways, which will change depending on the type of use and amount of travel. Don Bormes stated that he thought there was a 1,000 foot maximum length for driveways; Steve explained that this is only in the subdivision regulations. Don added that the note stating that the 25 MPH default speed limit for unposted roads can be removed as that is not related to driveways. Members agreed to delete.

### **Other Business**

**a. NHMA communication regarding solar energy ordinance language** – All members should have received a forwarded email from NHMA with advice regarding this section. This will be discussed at a future meeting.

**b. Don Bormes resignation** – Don Bormes submitted his resignation from the Planning Board; he will be moving soon. The Board thanked him for his many years of service.

**Meeting adjourned at 8:50pm. The next meeting is scheduled for Thursday, October 21<sup>st</sup> at 7:00.**

Respectfully Submitted,

Audry Barriault