

**MINUTES**  
**Workshop Meeting**  
**Sanbornton Planning Board**

**Meeting Date and Time:** Thursday, November 17, 2016 at 7:00 PM

**Meeting Place:** Town Offices, 573 Sanborn Road, Sanbornton, N.H.

The meeting was called to order by Chair Evelyn Auger at 7:00 PM

**Roll Call**

Regular Members present: Will Ellis, Dick Gardner, Chair Evelyn Auger, Don Bormes, Selectman John Olmstead

Alternate Members present: Jody Slack, Justin Barriault

Alternate Members absent: Gail Morrison

**Others present at the meeting:** Town Planner, Bob Ward

**New Business**

- a. Cancelled meeting for landowners interested in Pete & Gerry's Organic Eggs** – The Planning Board reviewed the minutes of the previous Select Board meeting where the Town Planner was advised to cancel this upcoming meeting. The Selectmen received complaints that only select residents were invited to the meeting. Selectman John Olmstead stated that this letter was also mailed to residents before the Planning Board adopted the Economic Development chapter into the Master Plan, and that the Planning Board had previously been advised to not move forward with economic development until that was adopted formally. Dick Gardner stated that this may have been a misstep but the Select Board had previously been in favor of economic development.

Chair Auger stated that if the Select Board wants to have power over all Planning Board activities then she will resign as Planning Board Chair and still be a regular member. The Planning Board members urged Chair Auger not to resign. Selectman Olmstead stated that his goal as Selectmen's Representative is to help the Planning Board and Select Boards work together to make Sanbornton better. Dick Gardner made a motion to allow the Town Planner to post a new meeting notice tomorrow for the Pete & Gerry's presentation, which will now be held on November 29<sup>th</sup> at 7:00 at the Town Offices. Don Bormes seconded the motion and the motion passed unanimously. Chair Evelyn Auger is still the Planning Board Chair.

- b. Discussion of proposed Town Planner job description** – The review of the Town Planner job description was on the agenda for this Planning Board meeting. Chair Auger explained that she received a call from a Selectman earlier in the day who stated that this job description has not been finalized yet and would come from the Select Board so it should not be reviewed by the Planning Board. Don Bormes feels that it would be a courtesy of the Select Board to allow the Planning Board to at least look at the job description before it's voted on, as the Planning Board knows what is required of the Planner. Will Ellis asked if a revised copy can be emailed to Planning Board members and if they have any concerns they can go to the next Select Board meeting to voice those. Don Bormes made a motion for Chair Evelyn Auger to draft a letter to Town Administrator Katie Ambrose requesting an emailed copy of the job description before it is voted on by the Select Board. Will Ellis seconded the motion and the motion passed, with Selectman Olmstead abstaining.

## **Old Business**

- a. **Update on KREBS Farm event venue proposal** – Will Ellis asked Town Planner Ward for an update on the KREBS farm proposal from the last meeting. Town Planner Ward explained that the Applicants have requested an appeal of the administrative decision of the Planning Board to classify the proposal as Commercial rather than Level 2 Home Occupancy. They will be coming before the ZBA next Tuesday for a Use Variance as well.
- b. **Site Plan Review Regulations** – Town Planner Bob Ward reviewed his proposed changes to the current Site Plan Regulations, mainly amending the sections about landscaping and visual buffering. He also added a new section on Landscape Design Standards. Dick Gardner stated that he has reviewed the Concord Site Plan Regulations and stated that Sanbornton's current regulations could leave room for a developer to find loopholes and take advantage of the Town. He suggested possibly starting with a more detailed plan, such as that of Concord, and removing certain parts if needed, rather than adding to Sanbornton's current plan. Town Planner Bob Ward stated that he has revised Sanbornton's regulations based on the town of Hanover because their plan demonstrates a high level of planning but on a small scale. He will look more at their plan for the next meeting.
- c. **Update on proposed Bull Fish gravel pit on Johnson Rd** – Town Planner Ward explained that the ZBA is awaiting new test borings drilled to bedrock at the proposed gravel pit site as discussed at the last Planning Board meeting. The other ZBA decision from their last public hearing, hiring a licensed appraiser to do a value assessment of homes surrounding a gravel pit, is still in the works. Many appraisers specializing in this are already booked, but he is awaiting a proposal back from the Stanhope Group, headquartered in Portsmouth.

**Meeting adjourned at 9:00pm. The next meeting is scheduled for Thursday, December 1<sup>st</sup> at 7:00pm to be held at the town offices.**

Respectfully submitted,

Audry Barriault