

MINUTES
Business Meeting
Sanbornton Planning Board

Meeting Date and Time: Thursday, September 15, 2016 at 7:00 PM

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

The meeting was called to order by Don Bormes at 7:00 PM

Roll Call

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

Regular Members absent: Chair Evelyn Auger

Alternate Members present: Justin Barriault seated for Evelyn Auger

Alternate Members absent: Jody Slack, Gail Morrison

Others present at the meeting: Town Planner, Bob Ward

Review of draft PB minutes of 9/1/16 – Dick Gardner made a **motion** to approve the minutes of 9/1. Justin Barriault **seconded** the motion. **The motion passed** with Selectman John Olmstead abstaining from voting.

New Business

- a. **Pre-Application discussion regarding request by Daniel Kelley to build a commercial garage/workshop on Mountain Road on property identified as Tax Map 9, Lot 3** – Mr. Kelley proposes to build a 30 x 60 foot garage to work on trucks and trailers used in his trash hauling business. He has not purchased this land yet and wants to know if the project would be feasible before doing so. Dick Gardner asked what zoning district this land is located in, and Town Planner Bob Ward responded that it's located in the Forest Conservation zone, and in order to build this type of structure the application would have to go through the ZBA for a Use Variance as it is not permitted in this zone. Don Bormes stated that the fact that Mr. Kelley has not purchased the land yet means that the ZBA would probably not find a hardship being done to Mr. Kelley if they did not grant the Use Variance. Mr. Kelley stated that there are similar buildings in the area on Mountain Road. It was explained to Mr. Kelley that his next step would be coming before the ZBA if he wishes to proceed.
- b. **Update on Economic Development** – Town Planner Ward stated that he visited a Pete & Gerry's Organic Eggs partner farm in Boscawen NH. The owner of that farm would be willing to speak to landowners in Sanbornton that may be interested in becoming partner farms. A landowner would need to have a minimum of 10 flat acres and construct a \$750,000 building to house hens. Will Ellis stated that the Site Plan Review Regulations still need to be adjusted given this type of business, such as setback requirements being increased. Town Planner Ward also stated that another type of Economic Development he has researched is the processing/canning operation in Meredith, Genuine Local. A Sanbornton landowner with the ability to grow produce that could then be canned may be a form of economic development in the future.
- c. **Review of request for approval of Home Occupation/Level One as requested by Keri Dunn for a yoga instruction business proposed for 26 Collieson Rd. Property is identified as Tax Map 10/Lot 118-6**- Jack Robinson, father of Applicant, explained to the Planning Board that Ms. Dunn would like to construct a yoga studio named Faithfull Yoga on the second floor of a newly built garage. Yoga classes would be limited to about

4 students. The Applicant has a letter from the Fire Chief stating that approval will be granted pending an inspection by the Fire Chief after construction is finished. Mr. Robinson stated that there are other home-based businesses close to this proposed business already. Dick Gardner made a **motion** to approve the application for Home Occupation/Level One conditional upon approval of the Fire Chief and letters of approval from the Health Inspector and Police. Will Ellis **seconded** the motion and the motion passed unanimously.

- d. **Discussion on Planning Board budget for FY18** – Town Planner Bob Ward presented the PB FY18 budget with added line items for \$5,000 for Economic Development Officer (EDO) hours plus \$5,000 for Economic Development operational costs such as advertising, mailings, etc. Dick Gardner stated that the \$5,000 figure for hours needs to figure in hours plus benefits. Selectman John Olmstead agreed. Justin Barriault asked why there is a \$0 line item for FY17 for the PB secretary. It appears this is an error and the Town Planner will check on it.

Town Planner Ward asked Selectman Olmstead if the operational costs included in the budget should only include tax-funded dollars and not possible grants. Selectman Olmstead stated that this is correct. Town Planner Ward stated that, in that case, the line item for operation costs could be \$2,000. Dick Gardner made a **motion** to accept the budget for FY18 with a change to the EDO operational line item being lowered to \$2,000. Justin Barriault **seconded** the motion but the motion did not pass.

Will Ellis stated that he does not believe that he has seen enough evidence of what the EDO will specifically do to bring economic development to Sanbornton. Dick Gardner stated that \$5,000 for an EDO is a very small amount compared with other towns. Selectman John Olmstead stated that the dollar figure presented to the BOS and Budget Committee may in fact get cut, so a higher figure may be better to start. Justin Barriault made a **motion** to approve the budget with a \$5,000 line item for EDO hours plus \$1,500 for operational costs for a total budget of **\$51,389**. Will Ellis **seconded** the motion and the **motion passed** with Selectman Olmstead abstaining.

- e. **Voluntary merger request by David and Jean Swanay, property located at 65 Hermit Lake Rd and identified as Tax Map 3/Lots 127 and 128** – Town Planner Ward presented a merger request to merge two previously subdivided lots into one. Dick Gardner asked what the benefit would be to doing this, and Town Planner Ward replied that there would be a slightly lower tax bill for the owners. Selectman John Olmstead made a **motion** to approve the merger request as presented and Justin Barriault **seconded** the motion. The **motion passed unanimously**.
- f. **Preparation for BOS/PB joint meeting on 9/26** – Town Planner Ward reminded the Planning Board of the joint meeting on the 26th. All members should make an effort to attend. The purpose of the meeting will be to get direction and clarity from the BOS on Economic Development activities of the EDO and PB moving forward.

Old Business

- a. **Review of aquifer report from Terracon for proposed gravel pit operation on Johnson Rd** – Town Planner Ward stated that the invoice for the hydrogeology study mentioned at the previous meeting has been paid by the escrow account established by Bull Fish. Don Bormes stated he is disappointed with the fact that Terracon used only existing borings of the land rather than drilling new borings and therefore the results are definitive enough. This matter will be on the agenda of the ZBA for their next September meeting.

Other Business

- a. **Hold harmless agreements on minor additions** – Will Ellis mentioned at the last meeting that he would try to get clarity on the necessity of hold harmless agreements for minor additions. He was not able to reach New Hampshire Municipal Association and would like the Town Administrator and Planner to help. The Town Planner will ask under what conditions a hold harmless agreement is required.

Meeting adjourned at 9:20

The next meeting is scheduled for Thursday, October 6th, 2016 at 7:00 p.m. to be held at the Sanbornton Town Offices.

Respectfully Submitted,

Audry Barriault