

MINUTES
Workshop Meeting
Sanbornton Planning Board

Meeting Date and Time: Thursday, September 1, 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, Planning Board Chair Evelyn Auger,
Selectman Karen Ober, Dick Gardner

Regular Members absent: Don Bormes

Alternate Members absent: Jody Slack, Justin Barriault, Gail Morrison

Others present at the meeting: Town Planner, Bob Ward

Review of draft PB minutes of 8/18/16 – Dick Gardner made a **motion** to approve the minutes of 8/18. Will Ellis **seconded** the motion and the **motion passed unanimously**.

New Business

- a. **Update regarding Economic Development** – Town Planner Bob Ward attended an open house event at Pete & Gerry's Organic Eggs in Monroe NH last week. He made contact with the company's marketing director who stated he would be available to present to interested landowners in Sanbornton who may want to become partner farmers contracted by Pete & Gerry's. The Town Planner is working on collecting a list of residents that may be interested. He is also working on developing a list of commercial properties in town with the Town Assessor, Robb Jutton, but putting the list of commercial properties on the town's website will require authorization from the Select Board.
- b. **Planning Board budget for FY18** – Town Planner Ward stated that he would like to meet with the Select Board at their next meeting, September 7th, for their input on Economic Development. Selectman Karen Ober stated that this would be a good step for providing input on the Economic Development Chapter for the town's Master Plan which has not yet been adopted yet, only accepted during a regular Planning Board meeting. She also stated that a proposal needs to be made regarding what exact steps need to be taken and what additional funds that will require, if the Planning Board will be asking for another line item for Economic Development for FY18.

Will Ellis stated that he does not feel the Planning Board has enough information to present yet, and that the Site Plan Review and further revisions to the Economic Development chapter should be worked on first. Chair Evelyn Auger stated that multiple assignments can be worked on at once in order to make headway with Economic Development. Dick Gardner stated that a conversation rather than a formal meeting with the Select Board would be a good idea, so the Town Planner will meet first with the Select Board at their regular meeting and then a special joint Select Board/Planning Board meeting will be scheduled for a later date.

- c. **Discussion on possible amendments to Sanbornton's Site Plan Review Regulations** – Town Planner Ward presented the Planning Board with a draft of a Site Plan Review Regulations document, derived mainly from the town of Hanover. Town Planner Ward presented this because the document emphasizes a builder maintaining the natural integrity and features of the existing land, which would be desirable for Sanbornton as well. Dick Gardner mentioned that he has researched the City of Concord's Site Plan Review as well, which is far more detailed than that of Hanover. The Planning Board will discuss ideas for amendments to the current Site Plan Review at a future meeting.

- d. **Planning Board Representative for the CIP Committee** – Planning Board member Don Bormes was previously the Planning Board Rep on the CIP Committee. Dick Gardner volunteered to be the next Planning Board rep in Don Bormes' place. Selectman Karen Ober nominated Dick Gardner, seconded by Will Ellis. The motion to recommend the Select Board to nominate Dick Gardner as rep for the CIP Committee **passed unanimously**.
- e. **Review of CZC permits granted since 1/1/16** – Per Will Ellis' request, Town Planner Ward presented a list of all building permits granted since the beginning of the calendar year. The Town Planner mentioned again that the fee structure for building permits should be revised as Sanbornton's fees are drastically lower than neighboring communities. New home constructions have a flat fee of \$215 regardless of size. The Town Planner recommends \$.30 per square foot of proposed building, but the Select Board has to approve any fee increases.

Old Business

- a. **Review of aquifer report from Terracon for proposed gravel pit operation on Johnson Rd** – The Planning Board was presented with copies of the final hydrogeology study report from Terracon, subcontractor for Keach-Nordstrom Associates. The report states that test borings, that were previously used for soil quality tests as well, show that a medium to high yield aquifer is unlikely present on the site of the proposed gravel pit. Chair Evelyn Auger stated that new borings should have been collected and that abutters will want to know for certain if a medium to high yield aquifer is present. Dick Gardner stated that an RFP should have been submitted for this project rather than automatically using the go-to subcontractor of KNA. This matter will be on the agenda of the ZBA for their September meeting.

Other Business

- a. **Upcoming UNH Cooperative Extension program** – Town Planner Bob Ward stated that an upcoming program of the UNHCE will provide direction and education to new agricultural businesses, which would be of interest for him to attend. The cost of the program is \$200 and would be three hours a week from September to December. Selectman Karen Ober stated that this money could be used for actual Economic Development work by the Town Planner. Will Ellis agreed that this is not a good use of Planning Board budget at this time.

Meeting adjourned at 9:30

The next meeting is scheduled for Thursday, September 15th, 2016 at 7:00 p.m. to be held at the Sanbornton Town Offices.

Respectfully Submitted,

Audry Barriault