

MINUTES
Business Meeting
Sanbornton Planning Board

Meeting Date and Time: Thursday, May 19, 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: Don Bormes, Will Ellis, Planning Board Chair Evelyn Auger, Selectman John Olmstead, Dick Gardner

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

Others present at the meeting: Town Planner, Bob Ward

Review and Approval of draft PB minutes of 4/21 – Don Bormes made a **motion** to approve the minutes from 5/5/16. Dick Gardner requested a change be made to the description of a motion he made on 5/5/16. The draft has since been corrected. Dick Gardner **seconded** the motion to approve the minutes and the **motion passed unanimously**.

New Business

- a. **PUBLIC HEARING: Application (P16-S02) submitted by Odilon Cormier Trust for 2-lot subdivision and boundary line adjustment for property identified as Tax Map 16 Lot 51 located at 5 Leavitt Rd in the General Residential zone** – Surveyor Ron Johnson showed the Planning Board the proposed subdivision and boundary line adjustment which will create an approximate 46-acre lot. Mr. Johnson stated that approval for this subdivision has already been granted by DES. The waivers being requested with this application are numbers 15, 16, 17, 19 and 25.

Town Planner Bob Ward stated that a neighbor that could not be present, Thomas Balint, asked the Planner to find out the legality of Upper Smith Road and whether it is a Class 5 or Class 6 Road. Mr. Johnson stated that the part of the road that borders this proposed subdivision is Class 6. Abutter Ivan Newton stated that he would also like to know the legality of the road, and said that the Town notified him that the road is actually his driveway which he must maintain himself and has been doing so for six years. Town Planner Ward said he would check and get back to abutters with an answer. Dick Gardner stated that the classification of road should not have any bearing on this application.

Don Bormes made a **motion** to grant the requested waivers 15, 16, 17, 19, and 25. Dick Gardner **seconded** the motion and the **motion passed unanimously**.

Dick Gardner made a **motion** to accept the proposed application as complete. Don Bormes **seconded** the motion. The motion **passed** with John Olmstead abstaining.

Dick Gardner made a **motion** to approve the request for subdivision and boundary line adjustment. Don Bormes **seconded** the motion and the **motion passed unanimously**.

- b. **Application for approval of Home Occupation/Level One requested by Heidi Whittemore. Proposed Home Occupation located at 3 Pine Stump Road in the General Residential Zoning District** – Heidi Whittemore showed the Planning Board samples of hats that she will be making from her home and selling online, with the possibility of expanding to craft fairs and markets later on. Dick Gardner stated that this is a good example of the economic development that the Planning Board is starting to advocate for. Dick Gardner made a **motion** to approve the application. Will Ellis **seconded** the motion and the **motion passed unanimously**.
- c. **Review Hold Harmless Waiver request from John Vitali re property located at 29 Hemlock Avenue (Tax Map 12, Lot 054). Property is located in the Recreational Zoning District** – Selectman John Olmstead recused himself from this matter. John Vitali is applying for a building

permit to create a 12x12 screen room on his already existing 20x12 deck to replace a previous screen room. Because the building is located on a private road, Mr. Vitali will need to sign a Hold Harmless waiver. Will Ellis stated that he doesn't feel a waiver should be needed for an existing structure with a minor addition. Town Planner Ward stated that Attorney Bolt has advised that these waivers should be regardless of size of construction.

Will Ellis made a **motion** to recommend that the Select Board allow the permitting officer to issue a building permit to Mr. Vitali. Don Bormes **seconded** the motion and the **motion passed unanimously**.

7-21-16 – Will Ellis has revised his vote to No. Motion still passes.

- d. **Discussion regarding how to proceed with Planning Board operations in view of actions taken at Town Meeting 2016** – Town Planner Ward stated that he has spoken with the Town Administrator and there appears to be enough in the FY16 budget for the Planner position to increase to 26 hours per week. Dick Gardner asked Selectman John Olmstead if the Select Board has given any input about the economic development plan discussed by the Planning Board and appointing the Town Planner its point person, and he responded No but stated that the Select Board has not seen the final draft of the plan either so he will present it to them. Jody Slack mentioned that if the Town Planner is continuing to complete tasks for multiple boards and economic development that funds need to come out of appropriate boards' budgets. Chair Evelyn Auger stated that she went before the Select Board and asked again for the Town Administrator to not be the department head for the Town Planner and they said that they will discuss the issue.
- e. **Review of information regarding new building permits** – Per Will Ellis' request at the previous meeting, Town Planner Ward shared with the Planning Board a listing of issued building permits. There have been 24 permits issued this calendar year including 5 new houses, and approximately \$4,000 in permit fees have been collected. This shows an increase of new homes compared with last year.

Old Business

- a. **Update regarding Downes application for approval of lot mergers at Park View Drive** – Dan Downes came before the Planning Board and stated that he was unhappy that the Town Assessor had written in book and page numbers for deeds on the merger applications after Mr. Downes and his wife had already signed them. Mr. Downes stated that this will lead to mistakes at the Registry of Deeds if not fact-checked, as well as being wrong because the application was a signed legal document and therefore cannot be amended afterwards without his knowledge. Chair Evelyn Auger suggested that Mr. Downes meet with the Assessor to make sure the information on the applications is correct. Mr. Downes said he may do that but will consult with his attorney first.
- b. **Update regarding Bull Fish Investments LLC request for special exception for commercial gravel pit on Johnson Rd** – Town Planner Ward stated that no response has been received from Bull Fish regarding paying a six-month old \$1959 invoice from Keach-Nordstrom Associates for engineering services. Bull Fish's tabled hearing with the ZBA will not be continued until an ESCROW account is set up to pay this.

Other Business

Will Ellis asked Town Planner Ward about SB146 related to accessory apartments. Town Planner Ward responded that this RSA (674:73) puts responsibility on municipalities regarding accessory apartments and that Sanbornton is in compliance.

Meeting adjourned at 9:10 pm. The next meeting is scheduled for Thursday, June 2, 2016 at 7:00 p.m. to be held at the Sanbornton Town Offices.

Respectfully Submitted,

Audry Barriault