**MINUTES**

**Business Meeting**

**Sanbornton Planning Board**

**Meeting Date and Time:** Thursday, April 19th, 2018 at 7:00 PM

**Meeting Place:** Meeting Room, Sanbornton Town Offices

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

**Roll Call**

Regular Members present: Don Bormes, Selectman John Olmstead, Will Ellis, Justin Barriault

Regular Members absent: Dick Gardner

Alternate Members present: Jody Slack, Debra Schneckloth (seated as voting member)

**Others present at the meeting:** Town Planning Assistant, Steve Laurin

**Approval of draft Planning Board minutes from 4/5**– Justin Barriault made a motion to approve the draft minutes of 4/5. Debra Schneckloth seconded the motion and the motion passed unanimously.

**New Business**

**a. Voluntary Merger request by Darryl and Susan Fogg, 104 Wadleigh Rd, Tax Map 14 Lots 37-38 –** Steve Laurin explained that he sees no issues with this request but it requires Planning Board approval. The Town Clerk reported that there are no overdue taxes on the lots and the mortgage lender has sent a letter stating that there are no issues on their end. The new lot number will be 38. Justin Barriault made a motion to approve the voluntary merger request. Debra Schneckloth seconded the motion and the motion passed unanimously. Will Ellis stated that he feels applicants should be present if they are making a request (they were not in this case).

**b.** **Minor subdivision request by John and Sheila Dodge, 30 Woodman Rd, Tax Map 10 Lot 60-** Surveyor Webb Stout explained that the Dodges would like to subdivide a 55.56 acre lot into one 42.66 acre lot and one 12.698 acre lot. A small section of the larger lot will be in the Forest Conservation zone with the rest being in General Agricultural. A 3.2 acre conservation set-aside is shown on the plan as required for a subdivision larger than 10 acres. Steve Laurin explained that a waiver is being requested for showing 20-foot contours for the entire remaining lot, but other waivers may want to be considered. He noted that there is no building being shown on the plan, and Webb Stout responded that he does not show them on plans because the location could change slightly. Sheila Dodge noted that a home would meet all setback requirements. Webb Stout stated that there is no PERC test needed on a subdivision over 5 acres so one has not been done. Will Ellis made a motion to accept the waiver of 20-foot contours shown on the plan. Selectman Olmstead seconded the motion and the motion passed unanimously.

Steve Laurin stated that granite bounds are not shown on the plan, and Webb Stout responded that he usually uses steel markers which would be harder to remove. Justin Barriault suggested granite for the front boundaries and steel markers in the back of the lot, which the applicants and board agreed on. Will Ellis made a motion to accept the application for subdivision as complete. Justin Barriault seconded the motion and the motion passed unanimously. The Board also noted that it does not have an issue with the topographic portion of the plan being removed for purposes of the surveyor registering the map with Belknap County. Justin Barriault made a motion to approve the subdivision application. Will Ellis seconded the motion and the motion passed unanimously.

**c. Subdivision Application for modification to a prior approved plan – Applicants Christopher and Mandie Hagan, Vail Road, Tax Map 10, Lot 92.002 and 003 -** Applicant Christopher Hagan and his attorney, Tim Sussler, explained that an original subdivision was approved for this property in 2005 by the Planning Board, but it did not have driveway easements shown on the plan. This lot is being sold and this is causing an issue for the potential buyer. The existing driveways have been surveyed and are shown on a corrected plan presented to the Planning Board tonight.

Justin Barriault made a motion to accept the application for this modification to a prior approved plan as complete. Debra Schneckloth seconded the motion and the motion passed unanimously.

Justin Barriault made a motion to approve the modification to the prior approved plan as presented. Selectman Olmstead seconded the motion and the motion passed unanimously.

**d. Discussion of retail sales at 258 Upper Bay Rd, Tax Map 10 Lot 92.002 and .0003 –** This topic was originally on the agenda as a Conceptual Consultation for Home Occupation Level 2, but the applicants were not present. Michael Poire stated that the ordinance stipulates that Home Occupations must sell products that are grown or manufactured on the property, and this store is not doing that and it is changing the atmosphere of the neighborhood. Steve Laurin stated that the ordinance states that “directly related” items are allowed, and that he thinks this store makes screen-printed t-shirts on site. Don Bormes explained that the Planning Board cannot enforce regulations, that would be the job of the Board of Selectmen and the Code Enforcement Officer.

**Old Business**

**a. Update on solar farm energy ordinance legal opinion –** Steve Laurin explained that he received a response from Christine Fillmore of Gardner Fulton & Waugh stated that she will be happy to answer the Board’s questions regarding solar energy. Steve Laurin will send questions and invite her to a meeting as well. Justin Barriault made a motion to recommend to the BOS that the PB to use the services of Christine Fillmore for answering questions related to the solar energy ordinance. Debra Schneckloth seconded the motion and the motion passed, with Selectman Olmstead abstaining.

**Other Business**

**a. Site Plan Review Regulations –** Will Ellis stated that he would like parking spaces defined in the site plan review regulations. He also noted that the BOS meeting minutes of last week stated that an issue about a greenhouse came before the Planning Board and this is false. Justin Barriault stated that regulations related to greenhouses and commercial agriculture need to be better defined in Sanbornton’s ordinances.

**b. Upcoming meetings –** The Planning Board will try to coordinate the annual Joint Land Use Boards meeting for August. There is no workshop meeting in July, only a business meeting on July 19th.

**Meeting adjourned at 9:10 pm. The next meeting is scheduled for Thursday, May 3rd.**

Respectfully submitted,

Audry Barriault