**MINUTES**

**Workshop Meeting**

**Sanbornton Planning Board**

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

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

The meeting was called to order by Dick Gardner at 7:05 PM

**Roll Call**

Regular Members present: Will Ellis, Dick Gardner, Justin Barriault

Regular Members absent: Don Bormes, Selectman John Olmstead

Alternate Members present: Debra Schneckloth (seated for Don Bormes)

Alternate Members absent: Jody Slack

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

**Approval of draft Planning Board minutes from 5/17** – Justin Barriault made a motion to approve the draft minutes of 5/17. Debra Schneckloth seconded the motion and the motion passed unanimously.

**New Business**

**a. Discussion of state statutes regarding permitting of driveways –** Highway Department Director Johnny Van Tassel explained that State statute gives authority to a Planning Board to delegate driveway permits to another department. Sanbornton Planning Board has always delegated this responsibility to the Highway Dept Director, and Johnny would like to work with the PB to create a driveway ordinance. He stated that there have been issues with asking some industries (like logging) to bond roads when doing timber cuts, but not all industries, and he would like regulations in place for all industries and put standards in place for driveways. He noted the Fire Chief would also want to have input on driveways to make sure emergency vehicles could reach a home. Johnny worked on a draft ordinance based on the town of Hancock’s.

Will Ellis asked if an entire driveway would need to meet the ordinance’s regulations if the owner wants to make one change, and Johnny responded no, only the part that is being worked on would need to meet regulations. Will stated that he thinks the homeowner’s insurance company would already have driveway regulations that would need to be met or else they wouldn’t insure the home. Justin Barriault suggested that Johnny talks to the Highway Department Director in Hancock regarding the pros and cons of the ordinance they created. Justin also noted that the ordinance seems too restrictive and Johnny suggested just starting with addressing regulations for driveway entrances which are one of his main concerns. Debra Schneckloth stated that it does not make sense for the Fire Department to have input on driveways if they do not have authority to grant driveway permits. Justin Barriault made a motion to work with the Highway Department Director on creating a driveway ordinance. Dick Gardner seconded the motion and the motion passed unanimously.

**b. Discussion of FY19 Planning Board priorities –** The Board discussed priorities that it would like to work on; the previous list included site plan review changes (already done), discussing allowing detached accessory apartments in the zoning ordinance and reviewing other parts of the zoning ordinance, and economic development.

Justin Barriault stated that editing the new solar energy ordinance should be the main priority as it should not take too long and the Board already knows what changes it would like to make. Debra Schneckloth stated that she would like to discuss creating a noise/light or “nuisance” ordinance as well. Dick Gardner made a motion for the Planning Board to work on the priority list in the following order:

**1.** Solar Energy Ordinance

**2.** Discussing the addition of detached accessory apartments in the Zoning Ordinance

**3.** Driveway ordinance

**4.** Light/noise ordinance

**5.** Other amendments to the Zoning Ordinance

Justin Barriault seconded the motion. The motion passed 3-1, with Will Ellis voting No as he does not want the list of items to be numbered.

**Meeting adjourned at 8:55 pm. The next meeting is scheduled for Thursday, July 21st. The Board will review an application for a solar energy installation.**

Respectfully submitted,

Audry Barriault