

Town of Tamworth

Planning Board

*** draft WORK SESSION MINUTES ***

November 10, 2010

Meeting called to order at 7:04 pm.

Members Present: Dom Bergen Chairman, David Little, Steve Gray, Skip Nason, John Roberts
Selectmen's Rep (7:45 pm), Becca Boyden

Members Absent: Nicole Maher-Whiteside

Alternates Present: Pat Farley, Peter Vanderlaan

Alternates Absent: David Cluff, Tom Peters

Pat was seated for Nicole.

Rubel/Watkins Boundary Line Adjustment Map 407 Lot 112 and Map 402-4

David Little reports that the application was received on October 28, 2010 and has been re-noticed. Becca made a motion to accept the application as complete. Skip seconded. In discussion, Steve mentioned that a phone call was received from a concerned individual, indicating that this person felt they should have been noticed. Steve checked with the Planning Board secretary as well as the Agent, and it is felt that notices were sent to all appropriate parties. The motion was APPROVED.

Dom read the rules of the hearing.

The hearing was opened at 7:06 pm., with agent Paul King presenting. David noted that Chocorua Lake Road has been renamed. Fowlers Mill Road now goes to the Philbrick Neighborhood Road. There are no comments or questions from the public present. The hearing was closed at 7:12 pm.

David made a motion to accept the boundary line adjustment as presented. Becca seconded. APPROVED

Draft Applications Review

Dom reviewed changes that the Ordinance Committee has made to the applications.

On the subdivision application, Steve asked who decides what is not applicable, and if an applicant who is not a professional understand and make the determination. It is felt that a professional would need to be involved regardless, for drawing the plans. David feels that check boxes should on be placed on the lines that could be determined N/A (not applicable). Dom understands that this application needs to go back to the committee for some more work. David feels that some items are missing from the checklist. Paul King comments that there are several items on this application that are not in the ordinance as subdivision requirements. Examples listed are tax map, mailing labels and the \$25 L-chip fee. As these are not in the ordinance, the Planning Board can not ask for these.

David feels that the regulation needs to be amended. Paul comments that on the checklist, many items are lumped together, and should have individual lines.

Steve would like to know if someone has the responsibility to check for deed restrictions. It is said that this is not the responsibility of the Planning Board. Steve would like to know what other towns do.

SUBDIVISION DESIGN REVIEW APPLICATION

Dom states that this application has more detail than the previous version, and now requires signatures from property owners.

SUBDIVISION PRELIMINARY CONCEPTUAL CONSULTATION

This application is now 2 pages with more checklists, and a space for the agent, if applicable

CONDITIONAL APPROVAL:

This form was designed to help the secretary keep track of conditions of approvals. It is noted that the form name is noted incorrectly on the bottom of the form. Paul King suggests that conditions should be divided into two sections – prior to approval (eg state approvals and corner bounds) and after approval (eg mylar, L-chip fee, etc.)

WAIVER APPLICATION:

Not changed, just formatted to match other applications

Forms review is postponed-

PUBLIC HEARING - CAPITAL IMPROVEMENTS

The public hearing was opened at 8:00 pm. Steve Gray began by thanking the committee and all the departments for their work on this report. Steve distributed copies of an addendum to the report.

David Little reported that the CIP is advisory only. This is a townwide longterm view of capital expenses. The CIP recommends eliminating most capital reserves, to save in the following ways – money lost on inflation, staff time tracking expenses, and allowing more flexibility in spending.

John Wheeler comments that getting rid of capital reserves leaves town voters needing to support the CIP as well as the department heads.

Peter Vanderlaan asks if the department heads trust the ruling body to do the right thing when the time comes. This is for the betterment of the town.

John W. refers to the “Farnum Fund”...a line in the selectmen’s operating budget which would be \$150000 in emergency funds. This fund could not be spent without a public hearing, to be used for unforeseen emergency expenses.

Willie feels that this would be a great tool.

David Bowles would like a correction made to line 18, it should read 3000’, not 300’. He understands how departments could be gunshy about depending on the voters, or board changes.

Pete states that this would be an educational process for the voters. Willie comments that costs have been escalated for everything, and that he understands David's concerns. Steve states that this town has been supportive of its infrastructure, and does protect their investments.

Lloyd Hadden comments about this "donut" fund, and is afraid that the amount needed may be more than that which will be in there. He is concerned about Murphy's Law.

David made a motion to amend the report by including the errata sheet items and the correction on Page 18. Becca seconded. Suspended

Lloyd is nervous about the contingency fund amount not appearing in the CIP. It will be a line item on the Selectmen's budget.

The public hearing was closed at 8:40 pm.

David remotioned, with the addition to strike the italics on page 7. Becca seconded. APPROVED

Forms review, continued:

Boundary Line Adjustment Form – was 2 pages, is now 4 ¼ pages. It has checkboxes, with the same issues as commented on from the subdivision application.

Steve is concerned about the line asking for the reason for the boundary line adjustment. He wants to know if this is a requirement of the law. Dom states that no RSA is referenced. David would like it to read "description" instead of "reason"

Paul King would like to know why 5 copies of the application are required. Dom will check into this.

Dom notes that the Application for Lot Merger was overlooked and will be taken to the Ordinance Review Committee for discussion.

Zoning Ordinance discussion: Dom has some questions he would like to cover prior to the public hearing.

Steve asks if LURC will be there. The LURC will be at the public hearing. Steve asks if the Economic Development Committee has been active in this process. Pat comments that the EDC has been waiting to hear what this document contains, and does not have a stance on the proposed ordinance.

Nicole will be doing the presentation, article by article.

David Gaudet spoke, feeling that the hearing needs to be rescheduled as it was noticed in the Conway Daily Sun, not the Carroll County Independent. The Planning Board rules of procedure indicate that the Independent is the newspaper of general circulation.

The rules of procedure state that the Planning Board should be following usual parliamentary procedure.

John M states that parliamentary procedure should be followed, but not in a manner which would stifle public participation.

Bob Abraham requested an apology from Skip Nason for his comments to Mr. Gaudet. Skip apologized and Mr. Gaudet accepted.

David feels that the public should comment as soon as possible during the hearing. John agrees.

Paul King feels that the public speaks globally regarding zoning. Let them speak in general rather than on specifics first.

The procedure will be to listen to the comments, then decide where they belong in the document. David would still like to go through article by article, then open for general discussion. Steve, Willie and John M. agree.

Paul King suggests that the first meeting be for general comments, then article by article. The next meeting could be more specific. John M. disagrees with this, and would like discussion as the articles are in order.

Dom asks the selectmen approximately how many building notifications are issued each year. A concern for the Board, if the ordinance is adopted, and goes into effect immediately, what about forms? David comments that a prototype application was developed by the LURC, to be developed further between January and March if needed.

Dom asks about Site Plan regulation.. This is listed in the conservation subdivision section, and is enabling language. He also asks about article 4, #4 regarding non-conforming buildings – what if it is just rebuilding a building that is falling down.

David repeats that the Conservation Subdivision language is simply enabling language.

Dom would like to know if a fence is a structure.

IDEA – add a definition of structure to the definitions section.

Applicability – section 1.3 – do all uses come before the planning board?

Pat F notes a spelling correction needed in section 4.1 – correct spelling is archaeology

Old/New Business:

Dana Littlefield has set up a Hazard Mitigation Committee and would like a planning board member to attend. The meeting is scheduled for 10 am on November 16. Dom will try to attend, David will cover if there is no one else, and Steve will be the third backup.

Pat F. states that there is a meeting of the Brownfields Lake Region Planning on November 22, 6 pm, in Franklin.

Due to holidays, there should be NO planning board meeting on November 24th. December 15th will be the regular December meeting of the planning board. A work session is scheduled for December 8.

David made a motion to move the regular meeting of the Planning Board to November 17. Steve seconded. APPROVED

Steve made a motion to move the regular meeting of the Planning Board to December 15th, instead of December 22. Pat seconded. APPROVED

The deadline for December applications will be Wednesday, November 24 at 5 pm.

David made a motion to amend the rules of procedure section 4.d.3.a to say that notice of public hearing.....shall be posted in a newspaper of general circulation.... prior to the hearing. Becca seconded. APPROVED

Becca made a motion to adjourn at 10:_____?? PM. Pat seconded. APPROVED

Respectfully submitted,

Melissa Donaldson

Planning Board Clerk