

Town of Tamworth

Planning Board

*** draft PLANNING BOARD WORK SESSION MINUTES ***

February 13, 2013

Meeting was called to order at 7:00 pm

Members Present: Dom Bergen Chairman, David Little , Steve Gray, Pat Farley, Skip Nason, Becca Boyden and Jim Hidden, Selectmen's Representative,

Members Absent:

Alternates Present: David Cluff

Alternates Absent: Nicole Maher-Whiteside, Peter Vanderlaan, Tom Peters

Pat Farley spoke about meetings that are being held by the Lakes Region Planning Board. The meetings are about economic development funding opportunities. One is being held in Ossipee on 2/26 from 8-9 am at the Ossipee Public Library. The other is being held in Laconia on 2/20.

The hearing for changes to the Subdivision Regulations was continued to tonight's work session.

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Section V.A - Paul King feels that this phase should not be encouraged.

Section V.B.3 - Paul would like 15 days. David would like this removed and be placed in Procedures. He prefers using by the 1st of the month for the deadline.

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C.1 - same as above

C.2 - Pat would like to remove the last sentence. Paul K would like to drop the 15 days before meeting, and feels that if there is a desire for review for completeness, the app must be submitted earlier (10 days). Becca would like to put all of this in procedures.

D - Jim would like to add the RSA reference. Steve notes that a Boundary Line Adjustment is not effective until signed copies of the deed are submitted per RSA. David would like a 120 day limit.

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G - David would like to add that subsequent conditions require public hearings

H - per David - insert *or boundary line adjustment* between subdivision and a public hearing in the first line

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I.1 – Change *Hall* to *Office*

Paul questions business days or calendar days (RSA information presented later in meeting determines that it is 10 Calendar Days)

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Section B – Steve notes that these requirements were established for a specific project. For many projects, this does not apply,

Paul commented tha the planning board used to have 2 reviews, which allowed the planning board to plan.

He recommends the following:

B.1 - scratch north point

B.2 – scratch *and addresses* also scratch everything after the *easements*

B.3 – scratch everything after *vicinity map*

B.4 – insert *at least* after bearings to

B.5 – edit to read *Location of wells, septic, drainage structures*

B.7 – scratch *square feet* and *and building setback lines*

Dave C would change it to read *If applicable, show sewers, drains...*

Jim would like to add where applicable and add n/a boxes on the application

Paul –

B.8 – scratch *standing water, rock ledges, existing and proposed foliage lines, and open space to be preserved.* Dave C suggests changing the *and* to *any*

B.9 – (PK) scratch *classification, travel surface widths*

B.11 – (PK) scratch entire section

Paul suggested a 3 part submission requirement table:

Submission	Approval	Recording
Municipality	Municipality	Municipality
Owner	Owner	Owner
Subdivider	Subdivider	Subdivider
Date	Date	Date

Scale	Scale	Scale
North Arrow	North Arrow	North Arrow
Surveyors Name	Surveyors Name	Surveyors Name
Abutter Names	Abutter Names	Abutter Names
Abutter Tax Map #s	Abutter Tax Map #s	Abutter Tax Map #s
Abutting Subdivisions	Abutting Subdivisions	Abutting Subdivisions
Streets	Streets	Streets
Easements	Easements	Easements
Driveways	Driveways	Driveways
Vicinity Map	Vicinity Map	Vicinity Map
Approximate Bearings	Approximate Bearings	Approximate Bearings
Approximate Distance to Wells	Approximate Distance to Wells	Approximate Distance to Wells
	Bar Scale	Bar Scale
	Surveyor Stamp	Surveyor Stamp
	Bearings – accurate	Bearings – accurate
	Distances – accurate	Distances – accurate
	Monuments	Monuments
	Certifications - LAN500	Certifications - LAN500
	Wells	
Drainage Structures	Drainage Structures	
Approximate Property Lines and area	Property Lines and Area	Property Lines and Area
Water, Swales, streets, ROW widths	Water, Swales, streets, ROW widths	Water, Swales, streets, ROW widths
Approx road design	Road Design	
5' topo	5' topo	
Soils	Soils	
Wetlands and Floodplain	Wetlands and Floodplain	Wetlands and Floodplain

Test pits, perc test, 4K area, well radius	Test pits, perc test, 4K area, well radius	
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A discussion was held about how each area of Paul's plan would work. A decision on waivers would be expected at the submission stage

Section C.

Dave C would like to add *6. Approval of this plan by the Planning Board is only contingent on the plan submitted by the applicant. Oversight or incorrect information does not relieve the applicant from complete compliance with the Town of Tamworth Subdivision Regulations.

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X. Paul mentions that there is more information about the performance guaranty on Page 10 - it should be combined in one place.

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Paul asks if this chart is being changed to reflect State DES #'s

APPENDIX C

- Suggest adding form #'s
- Paul feels that the Planning Board Procedures should be included in Appedix C

Steve asks each member to consider the suggested changes noted in the minutes from the hearings, and bring opinions back to the next meeting.

David Little distributed a draft that he had worked on, which incorporated some of the changes that had been previously suggested, some of his recommended changes, and some reformatting. It was requested that he email a version that reflects his changes in a manner that can be easily distinguished.

Becca made a motion to continue this hearing to the February 27th meeting, no earlier than 7:15 pm. Pat seconded APPROVED

Under old business, Steve read the following proposed amendment to the Procedures.

"III: Application, submission and review procedures

B. Lot Merger

An application/Notice of Merger is approved by the Planning Board. Copies are filed with the Carroll County Registry of Deeds and with the Town of Tamworth Assessor's Office.

Application/Notification Form (including fees) is available at the Town Offices, by Mail (84 Main Street., Tamworth, NH 03886), and downloadable at the Town website: <http://www.tamworthnh.org/ord.html> (see "Applications For Town-Issued Permits, etc"). "

And renumber ff. sections

SB 19 is the bill that may affect Conservation Commissions. Research prime wetlands to see if there is a change in their classification."

This was read for the third time. Steve made a motion to approve the amendment. David seconded.
APPROVED

Becca made a motion to adjourn at 9:24 pm. Pat seconded. APPROVED

Respectfully submitted,

Melissa Donaldson
Planning Board Clerk