

Town of Tamworth

Planning Board

*** draft PLANNING BOARD Work Session MINUTES ***

October 9, 2013

Meeting was called to order at 7:05 pm.

Members Present: Dom Bergen Chairman, David Little, Pat Farley, Jim Hidden, Selectmen's Representative, Becca Boyden

Members Absent: Dave Cluff, Tom Peters

Alternates Present:

Alternates Absent: Nicole Maher-Whiteside

Public Hearing – Subdivision Regulations

Section V.D.2 – rule # needs to be replaced, with NH DES rule Env-Wq 1000 Subdivision and Individual Sewage Disposal System Design Rules

Paul King feels that this section should not make a reference to the entire chapter, but to a specific portion of the rule.

Becca suggests tabling this item until Dave Cluff is present to explain what part of the rule he was looking for when he proposed to insert this.

David suggests striking the rule reference or inserting Env-Wq 1000. Becca would like to include it.

Pat made a motion to insert Section VI.F and NH DES # with a blank space to be filled in later. Jim seconded. David feels that he cannot support a blank space. Pat amended the motion to end the sentence with a period at the end of Section VI.F. Jim amended his second. APPROVED, with Becca abstaining.

Section VI.F – Plat Requirements

David made a motion that the second paragraph should read "Plats must meet all requirements of RSA 478:1-a. Plats must meet all requirements of the Carroll County Registry of Deeds, including a 1 ½" by 3 ½" white space in the upper right hand corner, for the registry plan number and recording information." Becca seconded. APPROVED

Section VI.F.1 – David made a motion to strike the final comment. Becca seconded. APPROVED

Section VI.F.2 – David made a motion to insert "of" between record and abutting. Becca seconded. APPROVED

Becca made a motion to strike ", and similar facts regarding abutting property, as deemed appropriate by the Board". David seconded. APPROVED

Becca made a motion to insert section VI.F.14 – “A signature box for approval by the Planning Board, with room for two signatures and dates”. David seconded, APPROVED

Section VII.E - David made a motion to insert “Once submitted, an application cannot be substantively amended without the changes being reviewed and accepted by the Board after notice to all Abutters, or submittal of a revised application.” Becca seconded. APPROVED

David made a motion to amend Section VI.F.13 to read “Location of percolation tests and test results; soil test pits and results; location of 75-foot well radius and 4,000 square-foot septic area.” Becca seconded. APPROVED

The hearing was closed at 7:38 pm.

Paul King is concerned that the checklist refers to road regulations that are 20 years old. David states that we will need to amend the checklist to refer to the version that is 10 years old. He will get that fixed for the next meeting.

Planning Board Rules of Administrative Procedure

The Chairman read the following amendment (second reading) to Section III, 1-5.

III. APPLICATION, SUBMISSION AND REVIEW PROCEDURES

1. Applications for hearings before the Board shall be made on forms provided by the Board and shall be presented to the Secretary of the Board or the Town Clerk who shall sign and record the date of receipt.
2. Applications should be returned by the close of business on the 1st day of the month for consideration at that month’s meeting.
3. Completed applications shall be accepted by majority vote of the Board and shall be scheduled for consideration with thirty days of acceptance.
4. The Board shall reject all applications not properly submitted.
5. The Board shall consider all accepted applications at a properly noticed Public Hearing, as described in Section V.3.

Becca made a motion to adopt. Pat seconded. APPROVED

SUBDIVISION APPLICATION REVIEWS

Preliminary Conceptual Consultation

David made a motion to accept proposed changes to the footer, including revision and date. Becca seconded, APPROVED

Becca made a motion to approve the proposed change to the submission line. David seconded. APPROVED

Design Review Phase Application

Becca made a motion to accept all proposed changes to the application and to correct the footers. Pat seconded. APPROVED

Subdivision Application

Pat made a motion to correct the footers. Becca seconded. APPROVED

Pat made a motion to do the renumbering to match the new subdivision regulations. Becca seconded. APPROVED

Changes to checklist:

VI.B.1.b - Add N/A box - Jim/Pat approved. David feels that type of survey needs to be inserted in the regulations.

VI.B.1.f - strike. Pat/David APPROVED

VI.B.2.a - strike (and addresses), insert "of" between record and abutting. David/Becca APPROVED

VI.B.2.b - strike David/Becca APPROVED

VI.B.2.e & VI.B.2.f - strike both David/Becca APPROVED

VI.B.2.i - strike David/Jim APPROVED

VI.B.4.a - strike ", including" David/Becca APPROVED

VI.B.5.a-f - add N/A/ boxes. Pat/David APPROVED

VI.B.5.g - Leave statement as is and add N/A box. Becca/David APPROVED.

VI.B.6.b-c&c - Correct the type on the second line labeled 6.c, should be 6.d . Leave all other items alone, but strike "and proposed" from line 6.d David/Becca APPROVED

VI.B.7.e - strike David/Becca APPROVED

VI.B.8.a - add N/A box. Pat/Jim APPROVED. David notes that we have never had a waiver request for this

VI.B.8.c - Change line to read "Ledge Outcrops" Pat/Jim, Pat and Jim voted in favor, Becca and David opposed. Dom voted in favor. APPROVED

VI.B.8.f-g - delete both lines. David/Becca APPROVED

VI.B.10.a-d - Delete all four lines. Pat/Jim - Pat and Jim voted in favor, Becca and David opposed. Dom voted against. NOT APPROVED

VI.B.11.a - strike. David/Becca APPROVED

VI.C.3.c-e - Paul King notes that the "metes and bounds" is not in the regulations. A motion is made to strike this language. Pat/Jim APPROVED

Road Design Plan Requirements - needs updates to match most recent standards

Submission - motion to accept proposed changes - David/Becca APPROVED

Boundary Line Adjustment Application

David made a motion to approve all changes to checklist that we approved for the checklist in the Subdivision Application. Becca seconded. APPROVE

Pat made a motion to change the footers as proposed. Becca seconded. APPROVED

List of Abutters - make proposed change to RSA. David/Becca APPROVED

Pg. 3 - Make proposed changes to to lettering, as well as the correction needed on page 5. Becca/David APPROVED

Submission - make proposed change. David/Becca APPROVED

Subdivision Waiver Request

Lengthy discussion about the proposed changes to the form. Paul feels that this form will bog down the Planning Board and the Applicant. David suggests that this item be reviewed at a future meeting. A motion is made to leave the waiver request form as it is. David/Pat APPROVED

The public hearing was reopened at 9:22 pm.

Insert "type of survey" in section VI.F.1 – David/Becca APPROVED

Amend VI.F.6 by inserting "existing" before buildings. David/Becca APPROVED

Amend VI.F.8 by replacing rock outcrop with "Ledge outcrop" David/Becca APPROVED

Amend VI.F.13 to read "location of perc test, date, and test results" David/Becca APPROVED

The hearing was closed at 9:24 pm.

Paul would like to know when this will be adopted and effective.

The hearing was reopened at 9:29 pm.

Becca made a motion to adopt the subdivision regulations as revised, amended and updated including the changes made tonight, effective as of 10/9/13. David seconded. APPROVED

A motion to adjourn was made at 9:34 pm by Becca. Jim seconded. APPROVED

Respectfully submitted,

Melissa Donaldson