

Tamworth Planning Board
Draft minutes
Public Hearing – Subdivision Regulations
November 8, 2023

The meeting was called to order at 6 pm by Sheldon Perry. Present are: Sheldon Perry, Andy Fisher, Lianne Prentice-Select Board Rep., Randall Dearborn, Ian Haskell, Greg Hufford, Nick Grant

Paul King, Gabrielle Watson, Richard Doucette are present. Sue Stowbridge, David Little, Heather Letarte are present via Zoom.

- Introduce the Planning Board (Sheldon) The Board introduced themselves. Sheldon gave an overview of the role of the Planning Board.
- Open the Public Hearing. (Sheldon) The hearing was opened at 6:04 pm.
 - Introduce the SRR Committee members. (Andy) Members of the committee were: Andy Fisher, Randall Dearborn, Ian Haskell
 - Initial remarks about the revision process. (Andy)
 - **The purpose of our Regulations and Ordinance:** Why do we have them? Periodically review and update regulations.
 - **Why the revisions:** To meet current needs, meet legal/state requirements, improve the process and efficiency, allow for higher density.
 - **The process:** Committee and Planning board meetings over the course of 2022 and 2023.
 - **Other comments by the SRR Committee.** A lot of questions went for legal input along the way.
 - **Public Comment – Questions/comments from the public, responses by the Planning Board –**

Sheldon gave a general overview. Newspaper noticing is being removed. Clarifying the application process was another part of the work. A lot of time was spent of definitions. The frontage reduction was a major change to the document. This was to make the document a more usable regulation.

David Little – Section 6.6 there are two sets of numbers that are hard to distinguish. Number them as 1a and 1b – suggested. Or as 1.1 and 2.1. Send to formatting person. Split up A1 and A2. Keep both tables together.

Delete Appendix A Soils

Sue Stowbridge – was there any substantive change other than frontage? Applications, frontage, plat requirements.

Subdivision is based on slopes, wetlands, soils, etc.

6.7 – requires State subdivision approval.

Paul King – summary of changes –

IX – had a change. 5 acre requirement was removed.

Appendix B – road design – 1st sentence was changed.

Kristel Faris posted a PDF comparison

III – definitions – 4 items are listed as changed. Boundary line adjustment was contracted.

Send a list of the inaccuracies to Sheldon. The document will be updated for as long as we are having hearings on the regulations.

Paul King - section 4 – deleted 1a requiring contiguous. Page 12 – formatting – numbering.

Frontage – reduced to 150'. Not allowing access strip to backland (flagpole or pork chop lot). This is the easiest way to allow more housing in town. Reconsider this. It should be included in the regulation. Legal advised that we can not create lots without frontage. Paul - Write access strip into the regulation. Discussion ensued regarding frontage requirements. Sheldon suggests that we run this by legal one more time.

Page 16 – subdivision #3 and BLA #2 – both say plat must meet all requirements in section 4. Waivers are granted for all sorts of things in Section 4. Encourages striking those sections. Subdivision #2 – says shall consist – waivers are granted. Strike that also. Gabrielle suggests shall comply subject to waiver. Richard suggests ending sentences with comma, unless a waiver is granted.

Change “shall” to “Must”

Page 19 – plat requirements – 1st section of clutter plan. #1 middle says address – should say street address. Label it lot address? Does owner address have to be on

there? This is the owner's mailing address that is being asked for. Reconsider this.
Tax map, lot number, street address. Name and mailing address of owner.

#2 – tax map numbers of the owner and the abutters.

#13 – (page 20) – clutter plan will not be approved, clear plan will be approved.

Delete #13

Sheldon – replace #13 with add groundwater protection zones on the clutter plan.

Paul -If you agree with street address, add street before address on #1.

Page 21 - #2 – tax map #s of abutters

Sheldon - #8 – add existing wells with 75' well radius. Paul disagrees. The circles cause confusion.

Paul - Page 20 - #6 – should be added to page 21 someplace.

Andy – 5&6 on page 21 were combined in 5 on page 20. Lianne - 5,6,7 and 9 are represented in #5 on the clutter. Group all into one. Consider adding concrete pads and foundations? Structures, including foundations.

- Closing of Public Hearing – The hearing was closed at 7:30 pm.

Next steps – Clean up the document as the Board sees fit. Clear up issue with access/frontage.

Page 7 – 3.1 abutter – small s for street

Page 11 – formatting #s

Page 12 – 2,3 and 4 should be 1,2,3

Table A – delete A.2

Appendix B will become Appendix A. Table of contents will need adjustment.

Page 13 – under group 6 – remove wording about appendix A

Page 16 – 1. Typo in paragraph – resubdivision. No space. #2 – change shall to must, unless a waiver is granted. Use “which consists” rather than must or shall. #3 is eliminated.

5.3.3 – unless a waiver is granted

5.4.2 and 5.4.3 – unless a waiver is granted

Both should say “completed application”

Page 19 – numbers need to be corrected. 6.6.1. Add tax map and lot number with street address to number 1. Add tax map and lot # to #2.

Delete 13 and add Groundwater Protection Zones.

Add street address to #1. Tax map and lot to 2.2

Add 6 from page 20 to page 21

Group 5,6,7 and 9 as they are grouped in #5 on page 20

11 – (pg 21) should read the same as #10 on page 20

Correct numbering

Drop s from dates

9 on 21 - Include existing buildings or structures, including foundations.

Waivers – pg 22. #1-V.1.f should be replaced by 6.6.1.10, for example

Research how other towns handle frontage.

Page 33 – spacing in guardrails.

- Adjournment. – Randall made a motion to adjourn at 8:08 pm, Andy seconded. The meeting was adjourned.

Respectfully submitted,
Melissa Donaldson
Planning Board Clerk