

TAMWORTH PLANNING BOARD

Minutes

January 24, 2024

6:00 P.M.

In-person: Town Office Building, 84 Main Street **or** Join Zoom Meeting:

<https://us06web.zoom.us/j/85216848886?pwd=ZzZ0ekY4TnNsRjBrTE03Vlg3TXRGdz09>

Meeting ID: 852 1684 8886

Passcode: 334104

- 1). Call Meeting to Order. – The meeting was called to order at 6 pm by Sheldon Perry. Present are: Sheldon Perry, Greg Hufford, Andy Fisher, Randall Dearborn, Ian Haskell, Nick Grant, Lianne Prentice – Select Board Rep. Anna Paddock and Melissa Donaldson are present via Zoom.
- 2). Approval of Minutes:
 - Special Public Hearing 12/27/23 – last bullet point – See Planning Board Minutes dated 12.27.23. Add “section” before M-. Sheldon made a motion to approve as amended, Andy seconded. APPROVED
 - Meeting minutes 12/27/23 – Clarification under item 2, after Andy made a motion.... APPROVED. Then the discussion switched to subdivision application. Add Discussion about application follows just before sentence about Paul. Sheldon made a motion to approve as amended, Nick seconded. APPROVED
- 3). Officer and Committee Reports:
 - Secretary’s Report – Andy – 2 public hearings tonight. One continuation and a new subdivision application. New Old business, and add the LRPC nomination position to discussion.
 - Treasurer’s Report – Ian – 2 checks were received this month. Both have been submitted. Budget hearing is February 7 at 5 pm at the Library.
 - Rep to Economic Development Commission (Greg) - met on Jan 9 to discuss next steps. The EDC will be dissolved. Lianne suggests - Check fee for website and add to budget for one year.
 - Lakes Regional Planning Commission (Lianne) – Does not meet in the winter. Executive Board met – the Executive Director is leaving. Meetings begin again in March. Tamworth is hosting the April meeting, April 22 at Runnell’s Hall at 6 pm.
 - Rep to Conservation Commission (Nick) – did not attend the last meeting. From the minutes – Holdens and Harry Cook have offered properties for easements.
 - Select Board Representative. – Lianne – Filing for Boards and Committees opens today, runs through Feb 2. Planning Board has two slots that are open. There was just over 50% turnout at the polls yesterday. The personnel policy updates are complete. A vote to accept will be held, then it will be distributed to town employees. Welfare Administrator has been hired – Paul Priestman. Ed was also hired as compliance agent.
 - GPO Committee – under New/Old Business – the conditional use permit application.
 - Education – webinars re: housing crisis from 12-1 pm on Thursday Feb. 15, Feb. 22, and Feb. 29.
- 4). Public Hearings:

- **T & B Investments, LLC Subdivision- Map 217 Lot 21, 425 White Mountain Highway.**
(Continued from 12/27/23 meeting).

Wes Smith is presenting. Plans and all approvals, etc. are available. Awaiting Board comments and comments from Josh (HEB). The Board will be receiving a digital copy. A waiver will be sought from the surety bond. Applicant requests a continuation of this hearing. Randall made a motion to continue this to the February 28 meeting, no earlier than 6:15. Andy seconded.

APPROVED

Wes asked who certifies the materials used in the road and utility standards. The contractor could take photos and send to the engineers. Wes states that they will be doing as-builts and they felt that the contractor would be writing a letter verifying that he used the materials listed. Lianne feels that the contractor would be the party that writes the certification letter. A letter from the contractor is acceptable for the Planning Board as long as HEB verifies that this is acceptable to them. The Board will ask HEB about this. (#24, 25 and 26 in the letter from Josh).

- **John and Michelle Cleveland Subdivision- Map 405 Lots 10 & 10.1, 113 Locke Falls Rd.**

Andy left the table. Anna is seated to the Board.

Sheldon read the Rules of Procedure.

Randall made a motion to accept the application as complete. Sheldon seconded. APPROVED

Andy is presenting the application, representing the Clevelands. 8 acres is being divided into 2-4 acre parcels. The 10 acre lot is being divided into 2 acre and 8 acre lot. Test pits are all good. State subdivision approval has been received. Everything meets Tamworth's requirements. It is a Class VI Town road. Driveway permits require Select Board approval. Randall mentioned a concern about future owners and the Class VI road. The Town Office sends out the form about the road. This information has to go into the deed.

Waivers requested regarding the house lot –

The public hearing was closed at 7:09 pm.

Randall read the requested waivers

Soil test and perc test waivers are requested.

Randall made a motion to approve the waivers as presented. Ian seconded. APPROVED

Sheldon made a motion to approve the application, Randall seconded. APPROVED

Sheldon asked if 2 cars can pass on the road. At what point does it become too crowded to be a Class VI road? Lianne spoke about the challenges of private roads without associations. Locke Falls Road is not maintained by the Town. Sheldon suggests that it may benefit the individuals to form an association. The Board has concern about the amount of development on this particular road because it is a Town road that will have more use but there is no association to govern it. That concern is not connected to any recommendation that the Town take over the road again.

The Board approves this application with concern about future development on this road.

Andy returned to the table.

- Timothy E. Brown Lot Merger- Map 206 Lots 39 & 39.1 – Andy made a motion to approve the merger, Randall seconded. APPROVED
- Approval of Groundwater Protection Ordinance Conditional Use Permit Application. – Andy commented about notification list – “or reason for notification” – remove that wording. Typos in the Bold section – line 4 applicants is spelled wrong, satisfy is spelled wrong. Page 3 – Storage should not be capitalized. Page 2 number 4– site information – are you looking for acres or square feet? Should be property size in acres. Number and size of buildings- what information are you looking for? Total number. (in square feet). Lianne wonders about why we need the information about the buildings and number of employees. She suggests eliminating site information. Remove item 4. Nick – bottom of page 2 – IV Access – principle/principal –. Should be principal. Last page – fees – remove apostrophes. Capital T when referring to Town.

Sheldon made a motion to approve the CUP application as amended, Andy seconded.
APPROVED

- Reminder of meeting with FB Environmental on 1/31, 4 PM. – noticed as a work session, public is welcome in person. We will be joining the Zoom link provided by FB Environmental.
- Sheldon nominated Lianne Prentice as the Commissioner for LRPC for the next four years, for recommendation to the Select Board. Andy seconded. APPROVED

6). Action Items

7). Adjournment –Andy made a motion to adjourn at 7:48 pm, Randall seconded. The meeting was adjourned.

Respectfully submitted,
Melissa Donaldson
Planning Board Clerk