

**Town of Tamworth - Planning Board**  
**Subdivision Regulation Review Committee**  
**June 8, 2022**

DRAFT MINUTES

The meeting was called to order at 6:02 pm by Andy Fisher. Present are: Andy Fisher, Ian and Randall Dearborn. Ian Haskell is absent. Paul King is also present.

Section 6E –

Signatures – recommendation is to delete #1. The State does not require a signature. Delete E1 and alter part 2? Something authorizing the application is necessary - acknowledgement/notification.

E2 – this is becoming more common as many parcels are now in trust. Trustees typically do not know where the documents are. Paul suggests deleting this section as well. Andy has deleted this section with a note that something is required showing that the person signing is legally able to sign for the trust.

Page 13 – suggestion is to regroup F1-4. Previous discussion involved having a mylar with less information and the plan for the Board to have all the information on it. This section should have input from the entire board. Vicinity map is needed, what does relationship to the rest of the town mean? The scale of said map is discussed. Strike everything after vicinity map showing the subdivision. Most towns do not require a specific scale for this.

F1 – Delete mailing address of owner, change to street address of the subdivision.

Require tax map and lot numbers to be included on the plan.

F2 – delete streets (duplicate)

F3 – vicinity map showing location of subdivision (delete the rest)

F4 – remove “to be set” because they will be shown on the final plan. Strike the last sentence.

F5 – delete the whole section is suggested. Not required on the plat.

F6 – insert “existing” before driveways. Proposed driveways on cluttered plan.

F7 – delete square feet is suggested. ???

F8 – transfer items to the cluttered plan list (stone walls, etc.)

F9 – change to existing and proposed roads with names. (street vs. road) Street has a definition, road does not. Private road does have a definition. Use road, not street. Check entire document and replace the text.

Remove classification, travel surface and right of way widths. Add in classification of class VI road if applicable.

F10 – road stuff – not wanted on plat.

F11 – add and/or Lidar data

F12 – add web soil survey (NRCS) update date to March 2016 – most recent revision of Tamworth’s Floodplain Ordinance

G6 – suggestion is to delete all after “approval number is required”. Leave the last sentence in.

H1&2 – suggestion is to delete these items. A boundary line adjustment needs signatures that show all parties are in support. Signature or letter of authorization needs to be received from the parties involved.

1 is redundant, see E Signatures above.

This section is not necessary, it is covered in Section E.

I1 – waiver application forms – change to “submitted for up to 3 numbered paragraphs of these regulations” Work on wording of this to show that up to three waivers can be requested on one page, but that additional pages may be used. (to be wordsmithed to group items more clearly)

I 2-6 merge with F. F is on page 11. J is one page 18. There are three sections that speak about waivers, these need to be looked at, decisions made, and the regulation and waiver form to be redone to be consistent with what you want.

VII.B.1 – some changes have been made. Verified mail.

D – page 16 – State building code review – leave out the codes wording and just say that the plans shall be reviewed by the Tamworth Fire Chief.

J and K belong between I 2 and 3. This is another waiver section that needs to be reviewed.

Include the conditional approval section in the Board action. Move item K.

Pg 19 IX

Base flood elevation data – flood hazard areas.  
Remove the 50 lots wording

Keep number 1 and strike all of number 2.

APPENDIX B – Paul has some comments on this section. These will be addressed at a later time.

There are some decisions that need to be discussed and decided with the entire Board.

Andy will send the draft copy with the tracked changes for distribution to the Board and to Paul. It should be included on the agenda for this month's planning board meeting.

Randall made a motion to adjourn at 7:27 pm, Andy seconded. The meeting was adjourned.

Respectfully submitted,  
Melissa Donaldson  
Planning Board Clerk