

**TOWN OF TUFTONBORO
PLANNING BOARD
March 7, 2019
MINUTES**

Members Present: Matt Young, Chairman, Tony Triolo, Vice-Chairman, Bill Marcussen, Selectmen's Representative, Kate Nesbit, Laureen Hadley, Members, Gary Qua, Alternate.

Members Absent: Jack Parsons, John Cameron, Members, Russ Steensma, Alternate.

Staff Present: Lee Ann Hendrickson, Administrative Secretary.

Chairman Young opened the meeting at 7:00 PM.

I. Public Comment

None.

II. Consideration of Minutes

February 21, 2019

Corrections: Page 4, 6th paragraph, 4th bullet; replace "NHDOT" with "Town of Tuftonboro"
Page 5, Public Comment, 2nd paragraph; following "zoning" add "within their own town. That being said the property is not in their town (referring to the Town of Wolfeboro) and it is my belief it would be subject to Tuftonboro zoning."

It was moved by Tony Triolo and seconded by Bill Marcussen to approve the February 21, 2019 Tuftonboro Planning Board minutes as amended. All members voted in favor. The motion passed.

III. Scheduled Appointments/Public Hearings

YMCA Camp Belknap

Site Plan Review; Construct Staff Housing & Barn

Tax Map #40-3-34

Matt Young stated the application and public hearing was continued from February 21, 2019. He read the following items that were requested by the Board; copy of conservation easement, letter from the Society for the Protection of NH Forests approving Camp Belknap's Master Plan, drainage plans, copy of Town of Tuftonboro Driveway Permit, revise plan to include a signature block, provide explanation of double wall containment tanks. He asked if the road is a Town road or private road. He noted the public hearing is open and that the Board received the requested items.

Seth stated the Town plows the road; noting he submitted an email from Jack Parsons stating a driveway permit is not required. He reviewed the proposal for those Board members that were not present at the 2/21/19 meeting.

There being no questions or comments, Chairman Young closed the public hearing.

It was moved by Kate Nesbit and seconded by Tony Triolo to approve the YMCA Camp Belknap Site Plan Review application, Tax Map #40-3-34, as submitted. All members voted in favor. The motion passed.

Matt Young signed the plans and Notice of Decision and provided copies of each to Seth Kessels.

IV. Action Items

N/A

V. Discussion Items

a. Merrimack Valley Development Corp. Request for Final Approval

Matt Young stated the applicant has requested final approval; noting the Board received revised plans. He reviewed the following conditions noted in the Notice of Decision (outstanding items are highlighted in yellow);

1. The applicant shall set the boundary monuments and submit a Certificate of Monumentation.
2. The applicant shall submit a Mylar plan for recording at the Carroll County Registry of Deeds.
3. The applicant shall submit documentation of the release of the drainage/slope easement on the Ford property.
4. The applicant shall add a note to the plan stating the approval is subject to the original covenants per the 2006 Subdivision approval.
5. The applicant shall revise the plan to reflect a street sign and stop sign on Shaw View Road.
6. The easement for the Snyder property shall be removed.
7. A guardrail shall be installed or a larger slope be constructed.
8. The Right-of-Way accessing Town of Ossipee Tax Map #240-4 shall remain in the location as originally shown and approved on the 2006 Subdivision plan.
9. The applicant shall enter into a Construction Observation Agreement with the Town's consulting engineer, cost to be borne by the applicant.
10. The applicant shall provide a cost estimate for site improvements.
11. The applicant shall post a Performance Guarantee for site improvements.
12. The applicant shall submit payment of all recording fees prior to the signing and recording of the plan; two separate checks are required for such, both checks made payable to the Carroll County Registry of Deeds.
 - A check to include \$12.50 for recording the Notice of Decision in addition to the cost of the Mylar plan(s) (costs vary depending upon size of plan).
 - A check in the amount of \$25.00 (L-CHIP surcharge fee instituted by the State of NH, effective 7/1/08).

The Board agreed that due to the number of outstanding items that final approval would not be granted and requested Staff to submit a letter to the applicant regarding such.

b. Steve Hunter; Site Plan Review Compliance

Matt Young stated Staff left a message for Steve Hunter informing him that he has been placed on the agenda relative to the site plan for the self-storage facility. He stated the project is visible and people have spoken to him about the project, specifically that it appears that it has gone into use. He stated if a property goes into use a Certificate of Occupancy would be issued. He stated the Planning Board and ZBA approvals included a condition of gated access (limiting access to only tenants). He read the conditions and noted the minutes make quite a few notations of a key pad access/electric gate. He noted the Planning Board approval included the ZBA conditions and a final inspection of the screening (Notice of Decision reflects that the Code Officer would perform the final inspection). He stated the berm was replaced with a fence and questioned the use of the area where the berm was originally located; noting there could be an issue depending upon the use relative to lot coverage. He stated he spoke with Jack Parsons regarding the gate and noted that Mr. Parsons felt the language relative to the gate was vague.

Steve Hunter requested the matter be tabled until Jack Parsons is present and a camera is present.

Tony Triolo requested the language of the condition relative to the gate.

Matt Young read such.

Laureen Hadley questioned the need for a gate; noting a lot of facilities do not have gates.

Matt Young stated the ZBA reheard the application based on the proposal including a gate restricted access (significantly different from the previous heard application for a self-storage facility at that site). He reviewed the conditions noted on the Notice of Decision.

Bill Marcussen stated he recalls a discussion regarding getting power to the gate; noting there was no question as to what the gate would be like.

Matt Young expressed concern regarding screening; noting originally a large berm was proposed to screen the buildings. He stated Mr. Hunter asked the Board if he could remove the berm in lieu of a fence; noting the Board agreed to such. He stated he wants to ensure the buildings are properly screened and the screening is stabilized. He expressed concern for the Board setting a precedent to allow use prior to the completion of a project.

Tony Triolo asked if the Board knows if the property is in use.

Matt Young asked Steve Hunter if the property is in use.

Steve Hunter stated he didn't want to discuss the matter without Jack Parsons present and a camera present.

Matt Young asked Staff to inform Jack Parsons and Joe Kowalski of Mr. Hunter's request.

The Board agreed to continue the discussion to April 4, 2019.

VI. Informational Items

N/A

VII. Other Business

Staff informed the Board five Site Plan Review applications for Excavation Operations are scheduled for 3/21/19 and a Site Plan Review application for a 20-lot subdivision is scheduled for 4/4/19.

VIII. Public Comment

None.

It was moved by Tony Triolo and seconded by Laureen Hadley to adjourn the March 7, 2019 Tuftonboro Planning Board meeting. All members voted in favor.

There being no further business before the Board, the meeting adjourned at 8:15 PM.

Respectfully Submitted,

Lee Ann Hendrickson

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