

**TOWN OF TUFTONBORO  
PLANNING BOARD  
February 4, 2021  
APPROVED MINUTES**

**Members Present:** Matt Young, Chairman, Gary Qua, Vice-Chairman, Tony Triolo, Carol Bush, Members.

**Members Absent:** Bill Marcussen, Selectmen's Representative, Kate Nesbit, Laureen Hadley, Members, George Maidhof, Alternate.

**Staff Present:** Lee Ann Hendrickson, Administrative Secretary.

*Chairman Young opened the meeting at 7:00 PM at the Tuftonboro Town House.*

**I. Public Comment**

Marilyn Stacy stated she wanted to update the Board; noting she was informed of a court case in Wakefield, NH that included an association similar to North Country Village that won the court case. She stated the Pine River Association could remain an Association and the only item owned by the co-op was the roads. She stated wells could be installed. She stated the Town may not have to hire an engineer because it is already being done – a company has installed wells for that Association. She stated she spoke with a person from the State regarding the Planning Board's concerns relative to North Country Village being a higher density. She stated the park is a medium density. She stated there is no hurry for the Town to update its rules.

**II. Action Item**

**8 Millstone Point, LLC  
Lot Merger  
Tax Map #61-1-5 & 61-1-6**

Staff informed the Board that there are no liens on the properties and the lot merger complies with zoning.

**It was moved by Tony Triolo and seconded by Gary Qua to approve the 8 Millstone Point, LLC Lot Merger application, Tax Map #61-1-5 and 61-1-6. All members voted in favor. The motion passed.**

**III. Discussion Items**

**a. Ridgefield Corner Subdivision – Informal Consultation**

Sean MacDonald, Lakeview Development stated the subdivision was approved in 1986; noting the lots and roadway plans were recorded. He asked what would be required to complete the subdivision.

He stated there was substantial investment/improvements done regarding the roads including the installation of the conduit. He stated he reviewed the file and noted the subdivision could be completed as approved however, an engineer would be required to inspect the road gravel bed and determine whether it was built to the originally approved road specifications or whether it needs to be brought to the original specifications. He stated there are no third party engineer reports in the file that state when the road was constructed. He noted the Town's road standards have changed since the approval of the subdivision therefore, the Town cannot accept the roads as Town roads unless the road design is re-engineered to current standards which could require additional State permits.

Sean MacDonald verified the change in the road width standards from 18' to 22' paved.

Matt Young stated the Board would require a third party engineer, paid by the applicant, to perform an inspection of the roads. He recommended that although the lots were previously perc tested, the

engineer also review such. He stated the Board would require the confirmation of the common land, covenants, Fire Department review and signoff and status of State permits.

Sean MacDonald stated there are several cul-de-sacs within the subdivision and questioned whether a cistern is required.

Matt Young stated the Fire Department would determine such. He stated NH CO-op would be required to inspect the conduit and vaults.

Sean MacDonald he stated he and his partners would review the file and determine whether to upgrade the road to 22' or to keep the road as originally approved. He stated two lots located on one of the cul-de-sacs were sold to an abutter therefore, that cul-de-sac has been eliminated. However, he stated the remaining lot on the cul-de-sac would require a driveway permit for access from Ledge Hill Road. He questioned what would need to be done with regard to such.

Matt Young stated a driveway permit would be required and the deed would need to be revised to reflect access from Ledge Hill Road rather than within the subdivision.

Sean MacDonald questioned phasing; noting him and his partners may phase the project due to financing reasons and questioned whether the lot lines could be adjusted slightly.

Staff stated a financial security would be required in addition to a Construction Observation Agreement security.

Sean MacDonald asked who the third party engineer would be.

Staff replied either Norway Plains Associates or White Mountain Survey & Engineering, depending upon if there is a conflict of interest.

Sean MacDonald stated he has a question regarding access however, would speak to the Fire Department regarding such.

Matt Young recommended speaking with the Codes Officer as well.

Sean MacDonald asked if there is a building moratorium.

Matt Young replied no.

Sean MacDonald asked if there are impact fees.

Matt Young replied no.

**b. Steve Hunter – Site Plan Review Compliance**

The Board tabled such until receipt of an opinion from Planning Board Counsel.

**c. Master Plan Steering Committee**

Gary Qua stated the BOS approved the appointment of Carol Bush, Barbara Maidof, Sue Wingate, Lauren Hadley and himself to the Master Plan Steering Committee.

**IV. Other Business**

**Town of Meredith Lot Merger Application**

Matt Young reviewed the Town of Meredith's Lot Merger application form; noting that such addresses the lien/mortgage issue. He recommended adopting the format of the application for the Town of Tuftonboro, except for Part 5 of the application. He also recommended adding language requesting the first and last page of the trust documents if the property is held in a trust.

It was moved by Gary Qua and seconded by Carol Bush to adopt the Town of Meredith's Lot Merger application form except for Part 5 of the application and inserting language relative to trust documents. All members voted in favor. The motion passed.

V. **Public Comment**

None.

It was moved by Tony Triolo and seconded by Gary Qua to adjourn the February 4, 2021 Tuftonboro Planning Board meeting. All members voted in favor. The motion passed.

There being no further business before the Board, the meeting adjourned at 7:43 PM.

Respectfully Submitted,

*Lee Ann Hendrickson*

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