

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

**Members Present:** Matt Young, Chairman, Gary Qua, Vice-Chairman, Bill Marcussen, Selectmen's Representative, Tony Triolo, Carol Bush, Members, George Maidhof, Alternate.

**Members Absent:** Kate Nesbit, Laureen Hadley, Members.

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

Chairman Young opened the meeting at 7:05 PM at the Tuftonboro Town House.

**I. Public Comment**

No public present.

**II. Approval of Minutes  
February 18, 2021**

**It was moved Bill Marcussen and seconded by Carol Bush to approve the February 18, 2021 Planning Board minutes as submitted. All members voted in favor. The motion passed (6-0).**

**III. Action Items**

**Robert J. Murphy Living Revocable Trust of 2009  
Lot Merger  
Tax Map #46-2-23 and 46-2-24**

Matt Young recused himself; noting he is an abutter.

Gary Qua reviewed the above noted lot merger request.

Staff informed the Board that there are no liens on the properties.

**It was moved by Tony Triolo and seconded by Carol Bush to approve the Robert J. Murphy Living Revocable Trust of 2009 Lot Merger application, Tax Map #46-2-23 and 46-2-24. All members voted in favor. The motion passed (5-0).**

**Alana Albee  
Lot Merger  
Tax Map #45-1-14, 44-1-54 and 44-1-53**

Staff informed the Board that there are no liens on the properties.

**It was moved by Tony Triolo and seconded by Gary Qua to approve the Alana Albee Lot Merger application, Tax Map #45-1-14, 44-1-54 and 44-1-53. All members voted in favor. The motion passed (6-0).**

**IV. Discussion Items**

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

Sean MacDonald stated the closing on the property is scheduled for March 31<sup>st</sup>. He stated he reviewed the file and stated there was nothing documenting AG approval and asked if the Board is aware if there was an AG approval for the subdivision.

Matt Young recommended speaking with Susan Weeks (and provided Ms. Weeks' contact information to Mr. MacDonald).

Sean MacDonald stated he contacted White Mountain Survey & Engineering and received an inspection report from January 1991 and provided said report to Staff. He stated the reports states that all storm drainage and gravel was installed and the disturbed areas were loamed and seeded. He stated it appears that the roadways were constructed in excess of the Town's current standards and noted the roadways are 24' wide.

Matt Young stated there has been erosion, logging and ATV traffic throughout the property since the approval.

Sean MacDonald questioned how to proceed and what inspections would be required. He noted he would like to leave the option open of having the road be public.

Matt Young recommended a site walk by the Board and a site inspection by an engineer to determine the current condition of the improvements that had been done.

Sean MacDonald stated he spoke to the Fire Chief; noting the second entrance is required. He stated he questioned the need for a cistern and stated the Fire Chief is ok with a dry hydrant system.

Matt Young stated that if the project is phased the Board could work with the phasing of the financial surety. Referencing the dry hydrant, he asked questioned whether such would be year round and if the Fire Department intends to classify the dry hydrant; noting that such is built differently and lowers insurance rates).

Referencing the lots within the subdivision purchased by Alana Albee (and merged this evening at the Planning Board meeting), Sean MacDonald stated the entire drive associated with those lots will be eliminated and the remaining lot is proposed to be accessed off of Ledge Hill Road. He stated a wetlands scientist has begun a preliminary site review and will complete the review following snowmelt. He stated Lot 21 is very large and consideration is being given to split the lot however, the original 24 lots would be maintained.

Matt Young recommended staying close to the approved configuration of the lots.

Gary Qua asked if the reconfiguration is to make the lots more desirable.

Sean MacDonald replied yes and to work around the current location of the wetlands. He stated there is no intent to add lots and a determination would be made following the completion of the wetlands delineation. He asked if there was any formal written decision of the approval or whether the minutes were used for such.

Staff stated there were no formal written approvals in 1991 however, based on the minutes a formal Notice of Decision could be created.

Bill Marcussen asked if the monuments have been set.

Sean MacDonald replied no. He asked if the acceptance of a Town road is by Town vote.

Matt Young replied yes.

Sean MacDonald reviewed the existing storm drainage.

The applicant and Board continued to discuss the matter and agreed to the following requests;

- Site walk by the Planning Board

- Existing conditions plan to include the location of the drainage and road beds
- Letter of intent
- Fire Department signoff
- Attorney General approval
- Engineer review and report of existing conditions including infrastructure
- Deed revision for Lot 6 (relative to access of lot off of Ledge Hill Road)
- Covenants & Restrictions (previously reviewed by Planning Board counsel however, if changes are made the revised Covenants & Restrictions would need additional review by counsel)
- Phasing Plan
- Wetland delineation
- White Mountain Survey & Engineering inspection reports (submitted a report dated January 7, 1991)
- Boundary monumentation & submittal of Certificate of Monumentation

**b. Master Plan Steering Committee Update**

Gary Qua distributed and reviewed the draft survey for the Vision Chapter; noting such consists of ten questions. He discussed with the Board ways to distribute the survey to the Town; noting Municipal Resources will be creating a single flyer.

Bill Marcussen recommended speaking with Dan Barnard, Moderator, regarding distribution at Town Meeting.

Carol Bush stated she would contact Mr. Barnard.

**V. Other Business**

**Zoning Ordinance Amendment re: Driveway Permits**

Bill Marcussen requested an opinion from counsel regarding the numbering of the proposed zoning amendment. He stated the Zoning Ordinance currently has a section numbered 16.2.5 and questioned whether the amendment is valid if the number is changed.

**Planning and Zoning Annual Conference**

Bill Marcussen stated the conference is scheduled for May 15<sup>th</sup>; noting such is Town Elections.

**Airbnb Rentals**

Bill Marcussen recommended the Board re-engage in the discussion of such.

Gary Qua stated he would contact Justin Pasay.

**McWhirter v. Town of Tuftonboro**

Bill Marcussen stated the appeal to the ZBA was denied.

**VI. Public Comment**

No public present.

**It was moved by Tony Triolo and seconded by Gary Qua to adjourn the March 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 8:22 PM.*

Respectfully Submitted,

*Lee Ann Hendrickson*

Lee Ann Hendrickson

Tuftonboro Planning Board

March 4, 2021 minutes