

**TOWN OF TUFTONBORO
PLANNING BOARD
April 19, 2018
MINUTES**

Members Present: John Cameron, Chairman, Bill Marcussen, Selectmen's Representative, Kate Nesbit, Tony Triolo, Members.

Members Absent: Matt Young, Vice-Chairman, Jack Parsons, Russ Steensma, Members, Sue Wingate, Laureen Hadley, Alternates.

Staff Present: Lee Ann Hendrickson, Administrative Secretary.

Chairman Cameron opened the meeting at 7:00 PM.

I. Public Comment

No comment from public present.

II. Consideration of Minutes

April 5, 2018

Correction: Page 2, 1st paragraph; revise to read as follows; "Fenton Varney stated he was the chairman of the Planning Board during the 1989-1991 time period and noted the Board never addressed the issue."

It was moved by Bill Marcussen and seconded by Tony Triolo to approve the April 5, 2018 Tuftonboro Planning Board minutes as amended. All members voted in favor. The motion passed.

III. Scheduled Appointments/Public Hearings

YMCA of Greater Boston

Site Plan Review; Construct 2 tent and 1 Yurt Platforms

Tax Map #40-3-34

John Cameron stated the application has been deemed complete.

It was moved by Bill Marcussen and seconded by Tony Triolo to accept the application as complete. All members voted in favor.

Seth Kassels, YMCA Camp Belknap, stated two tent platforms and one yurt platform (both seasonal structures) is proposed to be constructed. He distributed photographs of the structures in the location to be built; noting the structures would overlook Clark Field and would house camp staff.

Bill Marcussen confirmed the Yurt would remain standing during the winter months.

Seth Kassels replied yes and noted that although the tents would be taken down, the platforms for the tents would remain.

Bill Marcussen asked if Adam Thompson, Fire Chief, has reviewed the proposal.

Seth Kassels replied no, however is meeting with the Chief on another matter tomorrow and would speak to him about the proposal then.

Chairman Cameron opened the public hearing.

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

Bill Marcussen confirmed there would be no running water or electricity.

It was moved by Tony Triolo and seconded by Bill Marcussen to approve the YMCA Greater Boston Site Plan Review application for the construction of two tent platforms and one Yurt platform, Tax Map #40-3-34, as submitted. All members voted in favor. The motion passed.

**Katy Grote
Site Plan Review; Dog Grooming Business
Tax Map #29-2-3**

John Cameron stated the application has been deemed complete.

It was moved by Tony Triolo and seconded by Kate Nesbit to accept the application as complete. All members voted in favor.

Katy Grote stated all structures currently exist; noting the studio (grooming area) is located in the back of the house and access would be via the barn. She noted there is a protected area in the barn so the dogs don't get loose. She stated she would be installing a tub and grooming table in the studio and service 3-4 dogs per day. She stated she intends to install a fence later for her own personal dogs. She stated she began her business in Beacon Hill, Boston and is relocating to Tuftonboro; noting she has been searching for a home that would allow for a commercial business. She stated she has signed a Purchase and Sales Agreement for 369 Middle Road.

Bill Marcussen questioned the number of parking spaces the driveway would allow.

A member of the public replied 6.

Katy Grote stated there would be no more than two cars parked at a time (other than her vehicle) in the driveway. She stated if necessary, she may be picking up and/or dropping off the dogs to her clients.

Chairman Cameron opened the public hearing.

John Cameron questioned lighting.

Katy Grote stated she is not proposing additional lighting.

John Cameron questioned signage.

Katy Grote stated she may place signage on the doors.

Staff recommended she speak with Jack Parsons regarding such. She also recommended contacting NHDOT to determine if an amendment to the driveway permit would be necessary given the change of use for the property.

John Cameron stated the site plan needs to be updated to reflect a signature block, north arrow, abutter information, name of applicant, project name, zoning district and delineation of parking.

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

John Cameron reviewed the following conditions of approval;

1. The applicant shall submit a detailed site plan to include the following information;
 - o Signature Block
 - o North Arrow
 - o Abutter information to include name and tax map number
 - o Zoning District
 - o Applicant name
 - o Project name
 - o Parking Delineation
2. The applicant shall contact NHDOT to determine if an amendment to the driveway permit would be necessary given the change of use for the property. If such is required, this approval is subject to receipt of a NHDOT Driveway Permit and any conditions attached thereto shall be incorporated into this approval.

It was moved by Bill Marcussen and seconded by Kate Nesbit to approve the Katy Grote Site Plan Review application for a dog grooming business, Tax Map #29-2-3. All members voted in favor. The motion passed.

IV. Action Items

N/A

V. Discussion Items

a. LRPC Master Plan Contract Extension

Staff informed the Board that the Board of Selectmen approved the contract extension and executed the contract.

b. Potential Lot Merger for Tax Map #44-1-53 and #45-1-14 (LFT Property Holdings/Albee)

Tony Triolo recused himself.

Staff informed the Board that she forwarded Planning Board Counsel's opinion to all parties (Albee and Attorney Reed Marbury representing LFT Property Holdings).

John Cameron stated there needs to be substantial development in order for the subdivision to be vested. He stated the road isn't even roughed in. He questioned the status of the potential sale of one of the lots from the subdivision.

Alana Albee stated the sellers do not want to proceed with adjusting the subdivision.

The Board discussed options with regard to the status of the subdivision which included the revocation of the subdivision or reapplying for subdivision approval; noting if the latter is pursued by the applicant that the subdivision would have to meet today's standards/zoning requirements.

Alana Albee stated the lots are being marketed for sale; noting that according to the performance guarantee that lots are not permitted to be sold without the posting of a bond.

c. Master Plan Natural Resources Chapter

The Board reviewed the revisions to Sections 3.3.3, 3.3.11 and Recommendations. The Board agreed to the following changes and that following these revisions, the rewrite of the Natural Resources Chapter is complete;

- o Section 3.3.3, 4th paragraph, 4th line; strike "sought" & replace with "seeks"
- o Section 3.3.3, 9th paragraph, 3rd line; strike "our" & replace with "are"
- o Section 3.3.11, 7th paragraph, 1st line; strike "massive" and insert "infestation" between "milfoil" and "observed"

VI. Informational Items

N/A

VII. Other Business

Steve Hunter Site Plan Review

Staff informed the Board she forwarded the Hunter ZBA Special Exception application, per the Board's request, to Planning Board Counsel for review. She stated she also submitted the 3/20/18 and 4/5/18 minutes outlining the Board's concern regarding the berm. She noted that while reviewing the ZBA file, she observed that Mr. Hunter's application proposed the construction of two storage units and noted his presentation to the ZBA also included two storage units/buildings (per the meeting minutes). That being said, she requested Planning Board Counsel review that as well given the fact that Mr. Hunter then presented the construction of three storage units to the Planning Board without having ZBA approval for three storage units. She stated Planning Board Counsel has now requested the Planning Board's Site Plan application file for review; noting she would deliver such tomorrow.

Expired Subdivisions

The Board discussed how to address previously approved and recorded subdivisions that have expired without vesting their rights. The Board agreed to seek Planning Board Counsel opinion as to the Board's options relative to such. The Board discussed compiling a list of expired subdivisions and preparing a letter to send to the property owners informing them of the expiration status and what options are available.

VIII. Public Comment

No comment from public present.

It was moved by Kate Nesbit and seconded by Bill Marcussen to adjourn the April 19, 2018 Tuftonboro Planning Board meeting. All members voted in favor.

There being no further business before the Board, the meeting adjourned at 8:20 PM.

Respectfully Submitted,

Lee Ann Hendrickson

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