

**TOWN OF TUFTONBORO  
PLANNING BOARD  
May 17, 2018  
MINUTES**

**Members Present:** John Cameron, Chairman, Bill Marcussen, Selectmen's Representative, Jack Parsons, Russ Steensma, Tony Triolo, Kate Nesbit, Members.

**Members Absent:** Matt Young, Vice-Chairman, Sue Wingate, Laureen Hadley, Alternates.

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

*Chairman Cameron opened the meeting at 7:01 PM.*

**I. Public Comment**

No comment from public present.

**II. Consideration of Minutes**

**May 3, 2018**

**It was moved by Jack Parsons and seconded by Russ Steensma to approve the May 3, 2018 Tuftonboro Planning Board minutes as submitted. All members voted in favor. The motion passed.**

**III. Scheduled Appointments/Public Hearings**

**YMCA Greater Boston (Camp Belknap)**

**Pre-application Discussion; Site Plan Review**

**Tax Map #40-3-34**

Referencing the First Division of the camp, Seth Kassels, Executive Director, Camp Belknap, noted 6 cabins, 1 lodge, 1 bath house, tennis court and basketball courts currently exist. He stated the structures are open studded structures on sonor tubes and the courts are 45 years old and need to be replaced. He reviewed the existing conditions and proposed conditions for that area; noting the proposed conditions affects the driveway location. He stated the proposed driveway layout provides a softer grade and better site distance and the basketball court has been relocated; noting the structure has been pulled further away from the wetlands. He questioned whether the proposal would trigger site plan review.

Tony Triolo asked if there is a change of use proposed.

Jack Parsons replied no. He stated only a building permit would be required.

The Board informed Mr. Kassels that a Site Plan Review application would not be required.

Staff requested an As-built plan be required as part of the building permit approval following the completion of the construction.

Seth Kassels stated a second project is proposed which includes the enhancement and expansion of the driveway off of Chase Point Road. He noted the long term plan is to relocate the shop building and construct additional housing however, the intent is to construct the driveway now. He stated Camp Belknap is currently working with the State to convert the lagoons and spray fields to septic; noting that modifying the driveway now would help with accessing the septic system.

Jack Parsons stated site plan review is not necessary for the proposed changes to the driveway because the driveway currently exists and is only being modified. However, site plan review will be required for the proposed structures.

John Cameron questioned whether the applicant should review the proposal with the Fire Department.

Jack Parsons replied no, because it a driveway and not a road.

Seth Kassels stated he would submit a site plan review application for the buildings/structures.

**IV. Action Item**

**Merrimack Valley Development Corp.**

**Extension of Conditional Approval (Shaw View Subdivision)**

**Tax Map #60-1-28**

The Board reviewed a letter from Leonard Thomas, Merrimack Valley Development Corp., requesting an extension of the conditional approval for Shaw View Subdivision, dated 4/20/18, for a period of one year.

Jack Parsons recommended the Board approve an extension to April 2, 2019; noting said date is the expiration date of the NHDES Alteration of Terrain permit.

**It was moved by Tony Triolo and seconded by Jack Parsons to approve an extension of the Merrimack Valley Development Corp./Shaw View Subdivision conditional approval to April 2, 2019. All members voted in favor. The motion passed.**

**V. Discussion Items**

N/A

**VI. Informational Items**

N/A

**VII. Other Business**

**Fenton Varney/Mountain Shadows Subdivision**

**Release of Financial Security**

Fenton Varney requested a final inspection of the Mountain Shadows Subdivision (Phase II) and the release of the remaining financial security following the final inspection. He stated HE Bergeron performed several inspections. He stated he believes there is a lien on the back lots.

The Board reviewed the file and requested Staff contact Jack Widmer to determine the remaining balance of the financial security and contact HE Bergeron for a final inspection.

**VIII. Public Comment**

No comment from public present.

**It was moved by Tony Triolo and seconded by Jack Parsons to adjourn the May 17, 2018 Tuftonboro Planning Board meeting. All members voted in favor.**

There being no further business before the Board, the meeting adjourned at 7:27 PM.

Respectfully Submitted,

*Lee Ann Hendrickson*

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