

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

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

Members Absent: John Cameron, Chairman, Russ Steensma, Alternate.

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

June 21, 2018

It was moved by Tony Triolo and seconded by Kate Nesbit to approve the June 21, 2018 Tuftonboro Planning Board minutes as submitted. All members voted in favor. The motion passed.

III. Scheduled Appointments/Public Hearings

William Lawrence Camp

Site Plan Review; Construct a nonresidential building with bathrooms

Tax Map #69-1-1

Jim Hambrook, Hambrook Land Surveying, stated the proposal includes the 34'x36' construction of a nonresidential structure by the shorefront; noting the plan depicts all development on the shorefront for the property. He stated the proposal also includes two additional improvements; construction of a leach field and gravel access drives. He requested the following waivers; Section 4.3.2.A and Section 4.3.3.A. He stated the improvements involve approximately 1.25 acres of the 99 acre parcel. He noted a boundary plan of the entire parcel exists on record at the Carroll County Registry of Deeds and the request for the finished grade waiver is for acceptance purposes as he is waiting on the septic design so that the site can be graded to incorporate a new leach field. He noted that Lakes Region Survey developed the original plan.

Jack Parsons asked if well water or lake water would be servicing the pump house.

Jim Hambrook replied lake water.

Jack Parsons confirmed there is no exterior utility room.

Matt Young stated the application is complete.

Laureen Hadley recused herself stating she is an abutter.

It was moved by Laureen Hadley and seconded by Tony Triolo to grant waivers to Section 4.3.2.A and Section 4.3.3.A. All members voted in favor. The motion passed.

It was moved by Jack Parsons and seconded by Tony Triolo to accept the application as complete. All members voted in favor. The motion passed.

Vice-Chairman Young opened the public hearing.

Matt Young asked if there are any rights-of-way or easements.

Jim Hambrook replied no.

Jack Parsons questioned exterior lighting; noting such is required to be down directed and dark sky compliant.

Jim Hambrook stated there would be lighting over the doorways.

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

Jack Parsons noted NHDES permits are required (shorefront and septic approval).

Matt Young reviewed the following condition of approval;

1. The approval is subject to receipt of the following State permits and any conditions attached thereto;
 - a. NHDES Septic Approval
 - b. NHDES Wetlands Permit

It was moved by Tony Triolo and seconded by Kate Nesbit to approve the Camp William Lawrence Site Plan Review application, Tax Map #69-1-1, subject to the recommended condition of approval. All members voted in favor. The motion passed.

**Patrick & Adrienne Ritchey
2-Lot Subdivision
Tax Map #42-1-12**

Bryan Berling, Land Technical Service Corp., stated the 2-Lot subdivision would consist of Lot 1 being 2.35 acres with 250' of frontage and Lot 2 being 6.5 acres with 116' of frontage on Union Wharf Road. He stated there are wetlands on the property however, upland areas are available on the lot. He stated the applicant has received Subdivision approval for Lot 1 and submitted the NHDES approved plan.

Matt Young asked if there are any rights-of-way or easements.

Bryan Berling stated none that currently exist however, a 30' right-of-way or utility easement is proposed through Lot 1 to access Lot 2.

Matt Young asked if the driveway would require a change of use.

Jack Parsons stated a drivecut currently exists; noting that when a building permit is filed a driveway permit would also be filed at that time.

Brian Berling stated the driveway actually exists.

Matt Young stated the application is complete.

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

Vice-Chairman Young opened the public hearing.

Jamie Joubert stated he is representing Cheryl Carleton. He questioned the right-of-way and verified the location of the access.

Brian Berlind located such on the plan.

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

Laureen Hadley asked if there are existing houses on the property.

Jack Parsons stated the land is vacant. He asked that the right-of-way easement be placed on the plan.

Brian Black stated it is depicted on the plan for Lot 2.

Matt Young reviewed the following condition of approval;

1. The applicant shall set the boundary monuments and submit a Certificate of Monumentation relative to such.
2. The applicant shall revise the plan to include the signature of a wetland scientist.
3. The applicant submit a Mylar plan.

It was moved by Tony Triolo and seconded by Jack Parsons to approve the Patrick and Adrienne Ritchey2-Lot Subdivision application, Tax Map #42-1-12, subject to the recommended condition of approval. All members voted in favor. The motion passed.

IV. Action Items

N/A

V. Discussion Items

a. Member Appointments

Staff informed the Board the BOS reappointed Kate Nesbit for a three year term, appointed Laureen Hadley as a member for a three year term and appointed Russ Steensma as an alternate for a one year term.

b. Sue Wingate Resignation

Staff informed the Board that Sue Wingate submitted a letter of resignation due to continued scheduling conflicts.

c. Subdivision Application Revisions

Staff reviewed the proposed changes to the Subdivision application.

The Board agreed to accept the proposed changes.

d. Groundwater Protection Ordinance

Staff stated she received an email from Susan Slack, LRPC, regarding such; noting that each year LRPC receives funding from the NHDES to work with municipalities on groundwater protection. She stated Ms. Slack has asked whether the Board would be interested in working on such a project. She stated Ms. Slack is meeting with the BOS on 7/23/18 to discuss the matter.

The Board reviewed Ms. Slack's email, dated 7/2/18.

Matt Young stated the Town could be taking areas that are useful for development and potentially devalue property value in order to protect the aquifer.

Bill Marcussen stated that protecting groundwater is important and that part of the process of adopting an ordinance is doing so that makes sense for the Town of Tuftonboro.

Steve Hunter asked if the Town is required to adopt such a policy.

Jack Parsons replied no.

Laureen Hadley recommended tabling discussion until after the BOS meeting.

Bill Marcussen stated Susan Slack and Steve Wingate will be discussing the matter with the BOS on 7/23/18; noting such is being driven by available funding through NHDES for groundwater protection.

Jack Parsons stated the ordinance could create additional cost to the landowner.

Kate Nesbit stated the Great Meadow is being considered.

Steve Hunter stated he feels the Town is going to get over-regulated.

VI. Informational Items

Letter from Chris Sawyer

The Board reviewed a letter submitted by Chris Sawyer to John Chairman, dated July 3, 2018.

Matt Young noted that Ms. Sawyer is challenging the legality of the Planning Board. He noted the BOS have been conferring with their Town Counsel regarding Ms. Sawyer's allegations.

Bill Marcussen stated the BOS sent a letter to Ms. Sawyer.

Steve Hunter stated it sounds like there was a different interpretation of the RSA.

VII. Other Business

Christine & Scott Bailey

Pre-application Discussion

The Board reviewed a sketch and letter received from Christine and Scott Bailey, dated 7/11/18, asking if they are required to submit a Site Plan Review application for a home occupation located at 405 Governor Wentworth Highway. The letter states the applicants own two small excavators, trailer and a 3-ton dump body truck that is used for an engineering business. The sketch depicts the proposed parking area on the property where the equipment and vehicles are currently being parked; noting the area is existing open space. The letter notes the equipment and vehicles cannot be parked in the driveway because there is a dry hydrant on the property that has to be kept open for public safety.

Jack Parsons stated the property is located in the Neighborhood Business District and the equipment and vehicles constitute an outdoor display of product therefore, such requires site plan review. He stated the owners applied for a sign permit and were advised to speak to the Planning Board. He noted a Change of Use permit will be required through NHDOT.

The Board further reviewed the sketch and agreed that a larger scale version of such would be acceptable. The Board also requested photographs of the site and requested Staff to send a letter relaying such to the property owners.

VIII. Public Comment

No comment from public present.

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

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

Respectfully Submitted,

Lee Ann Hendrickson

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