

Planning Board Meeting Minutes

April 4, 2017

6:30 PM

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Chairman Burns called the meeting to order at 6:30 PM.

At this time Secretary McGee swore in Alan Theodhor as a voting member. The Planning Board is need of alternates as Mr. Theodhor was previously an alternate.

Members Present: Scott Burns – Chairman, Alan Theodhor, Everett Kennedy, Joyce McGee – Secretary and John Tholl Jr., Selectmen's Rep.

Absent: Frank Lombardi and Alternate Michael Carifio.

Public Present: Richard Harris Sr & Jr., Public Works Director Shawn White and Robert Stiles.

Review Town Road Standards with PWD Shawn White –

Secretary McGee asked if the members had up to date regulations on the following:

- Policy for the permitting of driveways and other accesses to the town roadway system- Adopted by the Planning Board on October 8, 2008.
- Whitefield Planning Board preface to the recommended (UNH) technical standards for new subdivision roads – Adopted by the Planning Board October 9, 2007.

Copies were given out.

Secretary McGee advised the Board that at the March 21, 2017 meeting they had requested that Mr. White be invited to the meeting to discuss the Town Road Standards and see if he is aware if any subdivisions meet the requirements. Mr. White advised that a subdivision off of Old East Road met the requirements as he was involved with it, he didn't remember who it was but did remember a sugar shack was located at the end.

Mr. White stated that when the Planning Board approves a subdivision the road standards need to be followed and to require the applicant to hire someone to inspect the road and sign off stating it complies. This needs to be added to the Subdivision Packet.

Mr. White attended a training session on roads put on by NHMA and felt it would be very beneficial for the Planning Board to hold a session. The cost would be \$475.00 for two hours. The Board would like to look into this. RSA 674:41 was brought up where the law prohibits the issuance of a building permit to a lot accessible only by a right of way.

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The UNH technical standards for new subdivision roads are still the same Mr. White stated. He would also like to see the Driveway Permit updated to reflect what is in the Development Code, as that over rules the driveway policy adopted.

Any big subdivisions that come before the Board, Mr. White would like to be involved in.

Concerns of drainage coming from the Morrison project was brought up by Mr. White. He wondered about signing off on projects that were brought forward to the Planning Board. Board needs to make sure all departments sign off regardless if it affects them or not. Mr. White was advised that he should talk with the Selectmen on this issue.

The Board thanked Mr. White for coming in.

Minutes: A motion was made by Everett Kennedy to approve the minutes of March 21, 2017 as written, seconded by Alan Theodhor. All in favor, motion carries.

Other Business:

Septic Design: Scott, Mona Lee – Jefferson Road, Tax Map 221 Lot 030: Letter from NHDES regarding expiration of construction approval for subsurface system. (See Property File)

Laramie, Michael – Forest Lake Road, Tax Map 242 Lot 001: Septic Design was submitted by Mark Vander-Heyden, only concern was the 50' radius for well protection area. Secretary McGee will mention it to Mark Vander-Heyden. **A motion was made by Everett Kennedy to approve the septic design as submitted, seconded by John Tholl Jr. No further discussion. All in favor, motion carries.**

Development Permit(s): Stiles, Robert – 36 King Square, Tax Map 103 Lot 048: Looking to put an 8'x32' deck on back of building that overlooks the Johns River. Mr. Stiles wanted to make sure before he went through NHDES requirements with plans that the Board was okay with what he was proposing. The deck will not go over the water but he is looking to use the old dam abutment. Secretary McGee wondered if the Town still owned the abutment, she will look to see who owns it. At this point the Board saw no problems as long as Mr. Stiles follows NHDES requirements.

Betz, Edwin – 15 Forest Lake Road, Tax Map 245 Lot 018: The application gave a general description of constructing an 8'x8' storage shed. Alteration to include fiberglass insulation, finish walls and ceilings, and flooring of the existing home. The Board had no issues. **A motion was made by John Tholl Jr. to approve the application as submitted, seconded by Everett Kennedy. No further discussion. All in favor, motion carries.**

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Whelan, Denim – Lancaster Road, Tax Map 212 Lot 009: The application gave a general description of placing a 40'x8.5'x8.5' steel shipping container, a 14'x40' modular wooden structure. Area will be used for camping. A self contained RV will accompany these structures to provide bathroom/kitchen facilities. Waster/Gray water from RV will be disposed of properly off-site. Everett Kennedy felt that more information was needed. John Tholl Jr. wondered about what the intentions were along with the other Board members. What was the modular going to be used for, ie: living quarters, if so how many can it accommodate? Is the RV solely going to be used for kitchen/bathroom facilities or is that going to be used as sleeping area as well? Board would like an up to date driveway approval as old approval is dated back in 2005. Chairman Burns didn't want it turned into a campground. Secretary McGee will contact the applicant. **PENDING**

Comeau, Stephen & Pamela – 19 Holiday Acres Road, Tax Map 241 Lot 077: Two letters were sent to the Comeau's as no building permit application had been filed for development that had started at said location. (See Property File) The application gave a general description of adding a living room with full cellar to install new heating system; adding bedroom with frost walls; adding mud room 8'x10'; exterior deck off great room 12'x20'; deck 10'x10' off proposed bedroom. The Board was concerned with the setbacks as the lot is only 100' wide but drawing shows that the proposed development meets 25' setbacks. **A motion was made by John Tholl Jr. to approve the application as submitted with the conditions that all development must meet the 25' setbacks requirements, seconded by Alan Theodhor. No further discussion. All in favor, motion carries.**

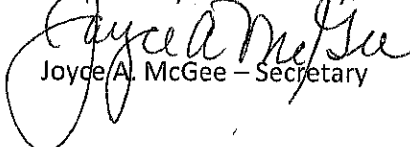
Other Business:


- Board is still interested in implementing fees for after the fact permits and other fees for development. This will help with legal expenses and other expenses generated by the Assessing Department. Thoughts were brought up about a building inspector/enforcement, possibly sharing with another town.
- Each member was given up to date material on Town regulations and ordinances.

A motion was made by Everett Kennedy to adjourn at 8:15 PM, seconded by John Tholl Jr. All in favor, motion carries.

Next meeting to vote on Chairman, Vice Chairman and Secretary.

Respectfully submitted by:


Joyce A. McGee – Secretary


Scott C. Burns – Chairman