

Planning Board Meeting Minutes

June 13, 2017

6:30 PM

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Chairman Scott Burns called the meeting to order at 6:38 PM.

Roll call was taken:

**Members Present:** Scott Burns – Chairman, Alan Theodhor, Everett Kennedy, John Tholl Jr. – Selectman, Tim O’Neil – Alternate and Joyce McGee – Secretary.

**Members Absent:** Frank Lombardi

**Public Present:** None

Chairman Burns appointed alternate Tim O’Neil as a voting member in the absence of Frank Lombardi.

**Minutes:** June 6<sup>th</sup> minutes were not available.

**Other Business:**

**Stiles, Robert – Tax Map 219 Lot 059/Gooden, Donald & Elizabeth – Tax Map 219 Lot 060:** The Board reviewed the road situation that has been pending from the May 9<sup>th</sup> & 16<sup>th</sup> meetings. After reviewing RSA 674:41(d) the Board had requested that Robert Stiles name the private road that is off Lancaster Road. Secretary McGee called Mr. Stiles to request that he come in and see her, to give 3 names to choose from. As of yet this has not happened. The Board felt once this was done they saw no reason not to approve the Development Application and Septic Design as all the criteria from the Development Code for a Single Family home had been met. **A motion was made by Everett Kennedy to have the road (off Lancaster Road) owned by Robert Stiles named, once name is approved by the Board of Selectmen pursuant to RSA 674:41(d) it will allow the access to Tax Map 219 Lot 060 which was ordered by Coos County Superior Court #314-2015-CV-57 and the assessor will be able to give a 911 address. Then the Planning Board will be able to issue a Development Permit as it has tentatively met all of the criteria for a Single Family Home pursuant to the Whitefield Development Code. A Private Road Agreement would also need to be signed by the Gooden’s. If said private access road to the Gooden Property is further development and used to access more than the property in question then the Town of Whitefield Road Standards would need to be adhered to, seconded by Alan Theodhor. No further discussion. All in favor with John Tholl Jr. abstaining, motion carries.**

**Septic Design(s):**

The Board guided alternate Tim O’Neil on what to look for in a septic plan.

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**Gooden, Donald & Elizabeth – Tax Map 219 Lot 060:** The Board reviewed the septic plan nothing stood out. **A motion was made by Everett Kennedy to approve the septic design as presented pending roadway approval (see above discussion), seconded by Alan Theodhor. No further discussion. All in favor, motion carries. APPROVAL PENDING**

**Burke, Joshua & Melissa – 64 Mirror Lake Estates Drive, Tax Map 218 Lot 034:** The Board reviewed the septic design and only noted that the address of the town was incorrect should read Whitefield not Bethlehem. Secretary McGee will contact designer. **A motion was made by John Tholl Jr. to approve the septic design as presented pending correction of town name, seconded by Everett Kennedy. No further discussion. All in favor, motion carries. APPROVED**

**Development Permit(s):**

**Burke, Joshua & Melissa – 64 Mirror Lake Estates Drive, Tax Map 218 Lot 034:** To construct a 4 bedroom, 3 bath, 1400 sq. ft. single family home on poured concrete foundation with a garage underneath. It was noted that the application stated height of 30' AVG, Board wanted to make sure it complied with Section 6.33 Height which states not to exceed 35', Secretary McGee will inquire. Other documents pending are the septic design (see above – need correction) and driveway permit. **A motion was made by John Tholl Jr. to approve the Development Application as submitted with verification on the height. Septic and Driveway permits are pending, seconded by Alan Theodhor. All in favor, motion carries. APPROVED**

**Skinner, David & Janet – 60 Brown Street, Tax Map 102 Lot 027:** To construct an 8'x22' deck off front of house. Board had concerns regarding town plowing and building closer than the 25' setbacks. Board would like to get feedback from Public Works Director Shawn White and a letter from abutter stating they are okay with the deck being closer than the 25'. **PENDING**

**Correspondence:**

- Secretary McGee stated she was sending out letters on expired Development Permits from 2014.

**Master Plan:** A committee needs to be formed and an RFP created. Secretary McGee will work on this. The summer is a busy time so looking at the fall to get started.

**Development Application Fees:** The Board agreed that the sq. ft. was not necessary to calculate into the fee, added fee for Renewal and added Private Road Agreement Fee. Secretary McGee will retype.

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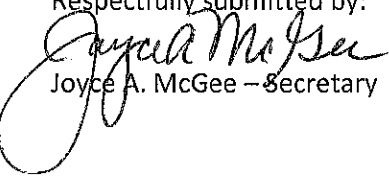
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**A motion was made by John Tholl Jr. to adjourn at 8:04 PM, seconded by Everett Kennedy. All in favor, motion carries.**

Respectfully submitted by:

  
Joyce A. McGee – Secretary

Scott C. Burns - Chairman

