

Planning Board Meeting Minutes

March 21, 2017

6:30 PM

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

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

**Absent:** Frank Lombardi and Michael Carifio – Alternate.

**Public Present:** Richard Harris Sr.

Chairman Burns appointed alternate Alan Theodhor as a voting member since Frank Lombardi was not present.

**Minutes:** A motion was made by John Tholl Jr., to accept the minutes of March 7, 2017 as written, seconded by Peter Corey. All in favor, motion carries.

The Board had a discussion with member John Tholl Jr., regarding being the newly elected selectmen. Mr. Tholl will remain on the Board and Selectmen's Rep. Peter Corey would go off, leaving a spot vacant for a voting member. Alternate Alan Theodhor would move into that position leaving an alternate spot vacant. The Board needs to start looking for new members.

**Development Permit(s):**

**Fraser, Susan – 28 Earles Way, Tax Map 255 Lot 024:** To demo old trailer. Secretary McGee gave approval as Code Administrator on said permit. Asbestos Brochure was given to applicant. **APPROVED**

**Scalley, David – 11 Maple Street, Tax Map 104 Lot 020:** To complete interior renovations, replace doors, windows and siding. Remove barn on right hand side of house. **A motion was made by John Tholl Jr. to approve application as submitted, seconded by Alan Theodhor. Include an asbestos brochure with approval letter. All in favor, motion carries. APPROVED**

**Comeau, Stephen & Pamela – 19 Holiday Acres Road, Tax Map 241 Lot 077:** A letter of non-compliance was sent via certified mail, as of yet no reply. Selectman Peter Corey will try contacting them (See property file).

**Beane, Craig – 446 Lancaster Road, Tax Map 217 Lot 008:** Mr. Beane would like an extension on his development permit to construct a 48'x60' garage, PB #576-A. He also spoke with abutter Richard Beattie regarding putting up cedar trees instead of a fence, all were in agreement. Secretary McGee advised that Fire Chief Ross had made a site visit and advised Mr. Beane of fire/safety codes that need

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to be complied with. **A motion was made by Peter Corey to grant a 1 year extension on said development permit, seconded by Everett Kennedy. All in favor, motion carries.**

**Correspondence:**

- Peter Powel Real Estate e-mailed a question on a property off Mt. View Road for a ham radio tower. The Board wondered if it was a single tower or a beam tower? Peter Corey stated that there was nothing specific in the Development Code that addresses antennas or tower's, however aspects of the Code deal with character and could potentially be a conflict with neighbors. John Tholl Jr. wondered about the fall zone. Secretary McGee will advise Mr. Powell of the Boards thoughts.
- At the last meeting (3/7/17) Mr. Harris wondered if he could subdivide a lot in Phase II before Phase I of his project was complete, the Board advised that they would seek Town Counsel advise. Per her recommendation, Mr. Harris was told that if he wants to come in and do a full application for Phase II, he can, but he can't come for just one aspect of it. If he chooses to do Phase II now, he should seek legal advice from his attorney as Phase I is still in litigation. With that a Notice of Hearing on Phase I is scheduled for March 31, 2017 at 10:30, a hearing on the merits.
- Secretary McGee read RSA: 674:39-a Voluntary Merger in regards to new language that was added about mortgage holders being notified and written consent being a condition of approval (see RSA attached). An updated form needs to be generated Secretary McGee is working on this.
- Comprehensive Development Guide: As of last Tuesday, March 14, 2017 all the amendments were voted in therefore all changes are effective as of the 14<sup>th</sup> and should be used from now on. All members received a copy of the new Whitefield Development Code. Secretary McGee is making the necessary changes to all paperwork to adhere to all the amendments. A copy of the Development Permit Application was handed out, Secretary McGee went through changes that were made and asked for feedback from the Board. Need to remove Mobile Home as now it is part of Manufactured Home, add to Important Permit Phone Numbers list: 8. Manufactured Homes reference State phone number and compliance standards. 9. Asbestos/Lead Paint phone numbers. Last page of Development Permit Application new wording: The proposed development must commence within one year from the date of approval of the Development Permit and must be completed within three years. Everyone was in agreement of the changes.

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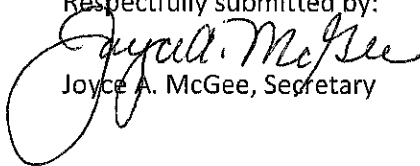
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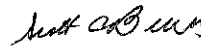
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- The Board started looking at Subdivisions that were approved in 2007, as that was when the Road Standards were adopted by the Town. The first question that came up was, does it meet the Road Standards and is the Road complete? After reviewing a few Subdivisions the Board agreed that Shawn White, Director of Public Works needed to be present. Secretary McGee will see if he can attend one of the meetings in April.
- **Housekeeping: Need all members to bring in their notebooks to make sure everyone has the most current Rules & Regulations for the Town of Whitefield.**
- Peter Corey asked that the Planning Board continue to pursue a fee schedule for Development Permits. Chairman Burns assured him that it would be.

**A motion was made by Peter Corey to adjourn the meeting at 7:57 PM, seconded by Everett Kennedy. All in favor, motion carries.**

Respectfully submitted by:

  
Joyce A. McGee, Secretary

  
Scott C. Burns, Chairman