

Planning Board Meeting Minutes (Teleconference via Zoom)
May 5, 2020
6:30 PM
Page 1 of 5

Chairman Scott Burns called the meeting to order at 6:34 PM.

Members Present: Scott Burns – Chairman, Alan Theodhor, Peter Corey – Selectmen’s Rep., Frank Lombardi, Tim O’Neil and Joyce McGee – Secretary.

Members Absent: Steve LaRoza – Alternate

Public Present: Joseph & Janice Mercieri

Minutes: A motion was made by Alan Theodhor to approve the April 14, 2020 meeting minutes as written, seconded by Tim O’Neil. All in favor, motion carries. **APPROVED**

Since the Mercieri were present the Board reviewed their applications.

Demolition Application(s): Mercieri, Joseph & Janice – 595 Kimball Hill Road, Tax Map 253 Lot 001: Mr. Mercieri stated that he would like to demolish the garage and an enclosed porch, Board had no concerns. **A motion was made by Frank Lombardi to approve the Demolition Application as presented, seconded by Peter Corey. All in favor, motion carries. APPROVED**

Development Application(s): Mercieri, Joseph & Janice – 595 Kimball Hill Road, Tax Map 253 Lot 001: Mr. Mercieri stated that a new addition for a bedroom is to be built where enclosed porch is to be removed. Adding a new porch/deck on front and side of house. Application does state that one upstairs bedroom is to be converted to a den/study to comply with 3- bedroom septic. No concerns from the Board. **A motion was made by Frank Lombardi to approve the Development Application as submitted, seconded by Alan Theodhor. All in favor, motion carries. APPROVED**

The Board thanked the Mercieri for attending.

Septic Design(s): Trempe, Richard – Liberty Drive, Tax Map 226 Lot 065.1: The Board wondered if any other permits had been filed. Peter Corey spoke that PWD Robert Larson who had looked at the driveway permit, the location crosses a wetlands area, the owner was advised to contact DES. Frank Lombardi stated that the Conservation Commission did receive a Wetlands Application and it was approved/signed by the Commission, a culvert needs to be installed. The Septic Design does reference hooking onto Town water. No concerns from the Board. **A motion was made by Peter Corey to approve the Septic Design as presented, seconded by Tim O’Neil. All in favor, motion carries. APPROVED**

Driveway Application(s): Secretary McGee advised that she had e-mailed the State to let them know the Town has a 10' setback from property lines for new driveways. The State will make note of this requirement and will start sending her a copy of the approved State driveway permits.

RV Application(s): Ferrara, Daniel & Rosalba – South Whitefield Road, Tax Map 249 Lot 004 (Lots 1 & 2): Secretary McGee advised that Lots 1 & 2 are part of the Janet Savage subdivision. Peter Corey stated that the timber has been harvested and logging roads are throughout, no formal road has been done but you could get a vehicle up there but emergency vehicles wouldn't have good access. Frank Lombardi had concerns with the location and access, not safe. Tim O'Neil asked about an approved driveway, Peter advised that two driveway entrances were approved, one for each lot. The Board wondered if the owners intend to merge the lots and does temporary residence trigger the Current Use status? Setbacks were given but Peter Corey wondered if they understood that even if they own the other lot they have to comply with the 25' Setbacks. **A motion was made by Tim O'Neil to approve the RV Application with the conditions that 1. RV must be 25' setback from property line even if owner owns the abutting lot and 2. Due to the lack of maintenance or repair of driveway the Town may be unable to provide the same type or degree of town services as may be provided to other properties in Whitefield, including but not limited to police services, fire protection service, and ambulance service, seconded by Peter Corey. All in favor, motion carries. APPROVED WITH CONDITIONS**

Cruz, Edwin & Nolette, Peter – 17 Park Street, Tax Map 104 Lot 39: To add a 25'x80' wood awning to side porch, to divert rain/snow. Board had no concerns. **A motion was made by Peter Corey to approve the Development Application as submitted, seconded by Frank Lombardi. All in favor, motion carries. APPROVED**

Maykut, Roger – 35 Stickney Road, Tax Map 214 Lot 020: To build an attached 6'x10' shed to existing barn. Board had no concerns. **A motion was made by Frank Lombardi to approve the Development Application as submitted, seconded by Alan Theodhor. All in favor, motion carries. APPROVED**

Brown, Cassady – 43 Elm Street, Tax Map 102 Lot 062: Ms. Brown posed a question to the Board regarding filling in her backyard with soil. Frank Lombardi stated that up the street is a culvert and drainage from this could be an issue. Both Frank Lombardi and Peter Corey agreed that PWD Robert Larson should look at it and contact the State of NH as they maintain the road and drainage in that area. Secretary McGee will advise the PWD of the request and to follow up with Ms. Brown.

Ms. Brown also submitted a Development Application to place a 10'x12' wooden shed on said property. Right setback is 11' which now complies with in-town setbacks as they are 10'. Tim O'Neil wondered about runoff from roof, the Board felt it wouldn't be an issue. **A motion was made by Tim O'Neil to approve the Development Application as submitted, seconded by Alan Theodhor. All in favor, motion carries. APPROVED**

Chen, Colleen & Andrew – 83 Pierce Road, Tax Map 241 Lot 057: To construct a new 32'x50' home within the footprint of existing structure to be demolished. The Board had concerns with the height as it stated 26', the Development Code states: Height limitations within 200 feet of Mirror Lake, Forest Lake and Burns Lake shall be 25' vertical distance measured from the highest part of the roof to the average finished grade of the building. Since the home will be within the 200' it doesn't meet the height standards. The application also shows two proposed driveway areas but currently nothing has been filed with the Town, the Board has concerns with this not being done. **A motion was made by Peter Corey to TABLE the Development Application until driveway areas are consulted with Public Works Director and the building height is adjusted to 25', seconded by Frank Lombardi. All in favor, motion carries. TABLED**

Santoro, Mark & Jennifer – 6 Woodthrush Acres Road, Tax Map 215 Lot 038: Secretary McGee advised that the application is incomplete as more setback information is needed. **A motion was made by Tim O'Neil to TABLE the application, seconded by Alan Theodhor. All in favor, motion carries. TABLED**

LaBonte, Angela – 510 Jefferson Road, Tax Map 221 Lot 027 & 028: To construct a 28'x32' garage and move current driveway. A Driveway Permit from the State of NH has been obtained and was part of the application. The plan for the new driveway entrance cuts through both lots as shown on the map provided by the owner. Chairman Burns felt the lots either need to be merged together or a boundary line adjustment encompassing the new driveway. Tim O'Neil wondered what their long term plans were. Peter Corey stated the rules say they have to be 10' from a boundary line, it doesn't state anything about crossing over a parcel owned by the same person. The Board had concerns with the layout and would the applicant be willing to merge the lots or do a boundary line adjustment, it would just make it cleaner for now and the future. Secretary McGee will advise the owner of the concern. **A motion was made by Tim O'Neil to TABLE the application until a conversation is had with the owner, seconded by Frank Lombardi. All in favor, motion carries. TABLED**

Barton, Josephine – 34 Elm Street, Tax Map 103 Lot 130: To place a 12'x20'x8' canvas garage at top of existing driveway. Based on the setbacks, the left side will be 3' from the property line. Concerns with how the garage would be anchored was brought up. The new setbacks for in-town is 10' the 3' doesn't meet the requirements. **A motion was made by Frank Lombardi to DENY the Development Application as the setback of 3' doesn't meet the required 10' setbacks, seconded by Tim O'Neil. All in favor, motion carries. DENIED**

Wright, Stephen & Tina – 395 Old East Road, Tax Map 207 Lot 16: Owner would like to revise Permit #2019-064 to increase back deck from 12'x24 to 12'x30' and front deck from 4'x8' to 8'x10'. No concerns. **A motion was made by Peter Corey to approve the revised dimensions for the two decks, seconded by Frank Lombardi. All in favor, motion carries. APPROVED**

Planning Board Meeting Minutes (Teleconference via Zoom)

May 5, 2020

6:30 PM

Page 4 of 5

Correspondence:

- **Rennell, Maryanne – 466 Lancaster Road:** Ms. Rennell sent a letter asking the Board about putting a mobile ice cream trailer at this location and what would be the steps. Peter Corey stated that this would require a Change of Use application; since this is a State road an approved driveway permit would need to be gotten as a new use; what are they doing about Water/Sewer for sanitary conditions, are they offering porta-johns; where is parking going to be; Fire Chief needs to be contacted regarding health and safety codes. It was noted that a large piece of land in front of the property was being filled in. This property already has a business on it so now they are requesting two commercial entities on one lot. Secretary McGee will reach out to Ms. Rennell with the steps.

-**Proctor, Luke – 8 Jefferson Road:** Mr. Proctor sent a letter asking the Board about putting a gunsmithing workshop at this location and what would be the steps. Peter Corey stated that this would require a Change of Use application as it's open to the public; since this is off a State road an approved driveway permit would need to be gotten as new use; Fire Chief needs to be contacted regarding health and safety codes. Secretary McGee will reach out to Mr. Proctor with the steps.

-**Cox, Kadi – 45 Partridge Lane:** Ms. Cox sent a letter asking the Board about putting a salon in her home and what would be the steps. It was stated that this would require a Change of Use application and she would need to contact the Fire Chief regarding health and safety codes. Secretary McGee will reach out to Ms. Cox with the steps.

-**Peabody & Smith RE:** A letter asking about Marjorie Lane and if a building permit could be obtained as the road within the subdivision doesn't have adequate access for emergency services. Peter Corey stated that it was an approved road and plat in the 90's, any homeowner on this road would have to sign a Private Road Agreement with the Town. Frank Lombardi asked if a lot sold would the road need to be built up to Town specs? Peter Corey advised no, it's too late to enforce and who are you going to make do it? It's just another mess we have on our hands. Several of the lots show campers existing on them.

Peter Corey stated that the lots meet State regulations as buildable lots but would need the Private Road Agreement, if they have running water then an approved Septic would need to be done. If a camper is placed on the lots an RV Permit is needed as well as if any type of structure would need a Town permit as well. Secretary McGee will reach out to the realtor.

-Letter from Public Works Director to Janet Savage re: Subdivision road and building to Town specs (See Property File, Tax Map 249 Lot 004).

-Webinar re: The Workings of a Planning Board - Tim O'Neil would like to participate.

Planning Board Meeting Minutes (Teleconference via Zoom)

May 5, 2020

6:30 PM

Page 5 of 5

-Webinar re: Floodplain Administrator 101 - Tim O'Neil and Joyce McGee will participate.

-Frank Lombardi had concerns of a new cleanout and parking area located on Elm Street at a residence. What was it being used for, RV? Board advised to keep an eye on it.

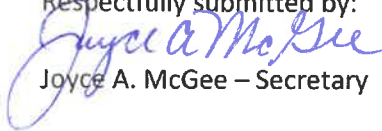
-Letter from Conservation Commission re: Concerns of parking of box trailers and tankers off Airport Road and what the effects would be into the nearby wetlands. Peter Corey advised that this was already reviewed by the prior Board of Selectmen and nothing was indicating that a violation was occurring so no further action was taken. The current Board hasn't talked about it but both myself and Stan Holz were on the prior Board. No washing is taking place just parking overnight and then they leave the next day. No action taken by the Planning Board at this time. (See Property File)

-Letter from the Conservation Commission on reply to NHDES – Wetlands application permit #2020-00442 re: Docks (See Property File) Frank Lombardi Chairman of the Conservation Commission also advised they received a letter back from NHDES which he shared with the Board. (See Property File) Chairman Burns wanted it to be understood that the Conservation Commission should not be referencing any concerns of the Planning Board within any documents of theirs as they don't represent them.

-The Board would like to see something in the Code regarding Dark Skies – lighting requirements. Peter Corey stated that we should get started on it, and if there is things we want to put into place for Airbnds as well.

A motion was made by Tim O'Neil to adjourn the meeting at 8:32 PM, seconded by Alan Theodhor. All in favor, meeting adjourned.

Respectfully submitted by:


Joyce A. McGee – Secretary


Scott C. Burns – Chairman