

Planning Board Meeting Minutes
May 2, 2023
6:30 PM
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Chairman Scott Burns called the meeting to order at 6:30 PM.

Members Present: Scott Burns – Chairman, Tim O’Neil, Alan Theodhor, Frank Lombardi, Shawn White – Selectmen’s Rep., Steve LaRoza – Alternate and Joyce McGee – Secretary.

Public Present: Robert Stiles

Minutes: A motion was made by Tim O’Neil to approve the April 11, 2023 minutes as written, seconded by Alan Theodhor. All in favor, motion carries. **APPROVED**

Chairman Burns appointed Steve LaRoza as a voting member as Tim O’Neil recused himself from the public hearing as he is an abutter with an interest in the subdivision.

Chairman Burns read the following:

Public Hearing(s): (continued from April 11, 2023 meeting)

2-Lot Subdivision:

#663 – Robert & Lois Stiles Trustees (Robert Stiles Sr. Revocable Trust) – 23 Freds Way, Tax Map 101 Lot 017: who is/are requesting a 2-Lot Subdivision, said lot is 12.57 acres. Lot 1 to be 1.97 acres and Lot 2 to be 10.60 acres. Land Surveyor Mark Vander-Heyden.

Secretary McGee advised the Board that at the April 11, 2023 meeting a motion was made stating the 2-Lot Subdivision Application was complete. Final approval for the subdivision was tabled as more information on the existing private water/sewer lines were needed as Mr. Stiles and DPW Robert Larson had to agree on the stipulations set forth in a letter dated 1/10/23 (see file).

Mr. Stiles stated that he did speak with DPW Robert Larson and they agreed on the following (see letter dated 4/17/23) Lot 1 of the subdivision has existing water/sewer infrastructure located within the easement that traverses the lot, that the Department of Public Works will approve connecting to such services as they presently exist. If further subdivision is requested additional review of such plans will need to be done at that time.

Based on the old plan it states water is 2” and sewer is 6”, Mr. Stiles confirmed and psi is 200. Shawn White was good with the letter provided by DPW. He felt the deed should indicate the private water/sewer easement running within the property and that the Town was not liable for any maintenance, repairs or upgrades to the existing private lines. All Board members were in agreement.

A motion was made by Shawn White to approve the 2-Lot Subdivision as submitted with the condition that within the deed it should state the water/sewer easement and that the Town is not liable for any maintenance, repairs or upgrades to the existing private lines, seconded by Steve LaRoza. No further discussion. All in favor, motion carries. APPROVED WITH CONDITIONS

Mr. Stiles wondered about a meter pit on Rte 3, this would help if there is a leak within the line. The Board advised to talk DPW or Water Department to get their thoughts.

Other Business:

Septic Design(s): Romano, Joseph – 97 Kimball Hill Road, Tax Map 241 Lot 004: Secretary notified the Board that a Notice of Compliance and Release of Recordation for Administrative Order #21-003WD had been received from NHDES. (see property file)

Driveway Permit(s):

Harris, Richard – Hall Road, Tax Map 218 Lot 051: To construct a driveway by using an old logging road for the purpose of a new residential home. This property has 763.58' of road frontage. Board member Tim O'Neil read from the "Driveway Permit Rules & Procedures" section 8 Driveway Limitations (c): Except as provided in subsection (d), when frontage on a single parcel of land or lot or record does exceed 500 feet, no more than 3 driveways or accesses shall be permitted..... Shawn White advised that if this parcel was ever subdivided the Board needs to keep in mind that this driveway counts as one of the three driveways allowed. So that when and if a subdivision is done, it doesn't start over based on the frontage. PWD Robert Larson has approved the application with no concerns. **A motion was made by Tim O'Neil to approve the Driveway Application with the condition that a maximum of 3 driveways are allowed along the 763.58' span of frontage on Hall Road. This Driveway Application counts a one therefore only two more are allowed. Seconded by Alan Theodhor. No further discussion. All in favor, motion carries. APPROVED WITH CONDITIONS**

Marro, Jason – 20 View Street, Tax Map 103 Lot 035: To construct a new parking area along View Street in front of house. PWD Robert Larson has approved the application with no concerns. Board had no concerns. **A motion was made by Frank Lombardi to approve the Driveway Application as submitted, seconded by Shawn White. No further discussion. All in favor, motion carries. APPROVED**

Page, Amos – Pierce Road, Tax Map 230 Lot 021: To construct a driveway for the purpose of a new residential home. PWD Robert Larson has approved application with no concerns. The Board had questions on the drainage requirement, as nothing was checked off. Shawn White advised that this area may be wet and cause road issues, he would like to see it tabled until the PWD completes the drainage section. **A motion was made by Tim O'Neil to table the Driveway Application until the PWD completes his section of the drainage, seconded by Alan Theodhor. All in favor, motion carries. TABLED**

RV Permit(s):

Golden, Thomas & Corbett, Bernadette – 20 Crane Road, Tax Map 231 Lot 072.1: To place a 2018 Springdale 2570RL on said lot for 180 days, from 4/29/2023 to 10/26/23. Disposal method will be private septic. Setbacks met. **A motion was made by Shawn White to approve the RV Application as submitted, seconded by Tim O'Neil. No further discussion. All in favor, motion carries. APPROVED**

Development Permit(s):

Gooden, Donald & Betty – 29 Harvest Drive, Tax Map 219 Lot 060: To construct a deck addition that connects the front and back decks together, 10'x46'. Setbacks met. **A motion was made Frank Lombardi to approve the Development Application as submitted, seconded by Alan Theodhor. No further discussion. All in favor, motion carries. APPROVED**

Hill, Barbara – 9 Hilltop Manor, Tax Map 212 Lot 013-M09: To place a 10'x12' storage shed on lot. No concerns. **A motion was made by Frank Lombardi to approve the Development Application as submitted, seconded by Tim O'Neil. No further discussion. All in favor, motion carries. APPROVED**

Betz, Edwin and Connie – 15 Forest Lake Road, Tax Map 245 Lot 018: To construct a stand-alone barn, one story on concrete sonotubes. Outside dimensions shall be 20'x22'. Setbacks greater than 25'. No concerns. **A motion was made by Frank Lombardi to approve the Development Application as submitted, seconded by Alan Theodhor. No further discussion. All in favor, motion carries. APPROVED**

Higgins, Michael – 256 Jefferson Road, Tax Map 226 Lot 076: To install a ground mounted dual-axis solar tracker, trenching to house for electrical interconnection. Frank Lombardi read from the Development Code - Appendix VIII – Solar Energy Collection Systems. The Board agreed that this section needs to be sent to Solaflect Energy to make sure requirements are met. No other concerns. **A motion was made by Frank Lombardi to approve the Development Application as submitted with the condition that the Solar Energy Collection section of the Development Code be sent with the approval and to advise the Fire Chief of the disconnect location, seconded by Shawn White. No further discussion. All in favor, motion carries. APPROVED WITH CONDITIONS**

Secretary McGee made a note to revise Development Application to include Solar as a box to check and state section in Development Code.

Howland, Tim & Ann – 121 Spencer Road, Tax Map 255 Lot 008: To tear down existing garage and replace with a 28'x32' garage in the same approximate location. All setbacks are met. No concerns. **A motion was made by Tim O'Neil to approve the Development Application as submitted, seconded by Alan Theodhor. No further discussion. All in favor, motion carries. APPROVED**

Tarantino, Robert & Janet – 16 Ellies Lane, Tax Map 241 Lot 034-M11: To place a 10'x20' metal pole hut on property. Setbacks met. **A motion was made by Shawn White to approve the Development Application as submitted, seconded by Tim O'Neil. No further discussion. All in favor with Scott Burns abstaining, motion carries. APPROVED**

At this time, Tim O'Neil recused himself.

O'Neil, Timothy – Freds Way, Tax Map 101 Lot 017.3-1: Note: This application is for Lot 1 of the Robert & Lois Stiles subdivision #663. To construct a 100'x40' single story garage/storage space on a slab. Building will have an office and one bathroom. All setbacks are met. Water/Sewer are private, town is not liable for maintenance, repairs or upgrades. **A motion was made by Shawn White to approve the Development Application as submitted upon signing a purchase and sales agreement, seconded by Steve LaRoza. No further discussion. All in favor, motion carries. APPROVED UPON SIGNING PURCHASE AND SALES AGREEMENT.**

Correspondence:

-Everett, Christopher & Crystal: 630 Littleton Road, Tax Map 244 Lot 002: The Planning Board is requesting the Board of Selectmen to take further action on violations at this location. (see property file)

-Dorr, James & Amy: 129 Jefferson Road, Tax Map 104-062: Concerns that this property is operating paid camping lots. Selectman Shawn White advised the Board that he was going to address the issue with the owners. He did see advertising on the Whitefield page for two lots on private field. The Development Code requires a Change of Use.

-Mowing brush: Town of Whitefield will be doing road side mowing on Hall Road which is a scenic road sometime in August. DPW Robert Larson is looking for guidance from the Board. Mr. Larson stated that any tree with a girth of 15 inches at the 4ft level, are protected and a public hearing is required. They don't plan on cutting anything with a girth of more than 3 inches, commonly known as brush.

Secretary McGee advised she had spoken with Mr. Larson, they agreed a public hearing wasn't necessary but a courtesy letter to the abutters would be a good idea. Everyone agreed a letter stating the RSA and how the Town falls under not having a public hearing. If anyone has concerns or questions they need to be directed to DPW Robert Larson.

-Email on an upcoming Road Stream Crossing Infrastructure Workshop: Board felt that the Conservation Commission and DPW Robert Larson should attend.

-Eversource: Line Rebuild Project –S136 (Looking for feedback)

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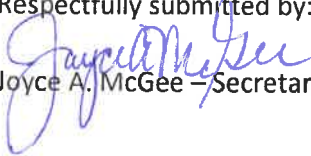
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**A motion was made by Tim O'Neil to adjourn the meeting at 7:51 PM, seconded by Alan Theodhor.
All in favor, meeting adjourned.**

Respectfully submitted by:


Joyce A. McGee - Secretary


Scott C. Burns - Chairman