

Minutes approved 5-5-08

**Call to Order:** by Vice-Chairman, Bruce Holmes at 6:26 p.m.

**Present:** Bruce Holmes, Bill Curtin, Timothy Roy, David Hussey,

**Others Present:** Sharon Penney-Town Planner, Stacey Ames-Planning Assistant, Jennifer Fortin-Recording Secretary

**Appointment of Alternates:** David Hussey for Scott Williams and if there are no objections Tim Roy for Cindy Balcius.

Melissa Gulbrandsen – There are no objections.

**Approval of Minutes:** None at this time

**Approval of Agenda: Motion made by B. Curtin to approve the agenda as written, seconded by D. Hussey. Motion passed with all in favor.**

**Case #P08-04**

**Map 34, Lot 33**

**Site Plan**

**Alton Bay Campmeeting Association**

**Beacon Avenue**

Application submitted by J.L. Green Enterprises on behalf of applicant Alton Bay Campmeeting Association for Site Plan to raze a 2 bedroom cottage and replace it with a duplex complete with meeting rooms. This parcel is located in the Residential Zone. Continued from the February 28, 2008 meeting.

Present for this case: Melissa Gulbrandsen and David Schaeffner

M. Gulbrandsen – Last meeting the way we left it was modifying the proposal from a duplex to a single family structure and before you are the revised plans showing a single family. At last weeks meeting the Board had suggested we talk to the Brian Boyers the Building Inspector just to run by him whether he could approve this as a building permit, which having previous conversations with him I anticipated that he would still want site plan approval given the type of property this is. Dave and I met with Brian this morning and he wanted us to proceed with site plan approval for this project but he was also, and he did put this in writing, “comfortable with the concept of the ABCCC building what is more of a conforming structure but it is a single family residential structure, which is what is being replaced. I can make the representation to you and Brian will be happy to hear this as well. We have communicated back to the applicant that the next step would be to do a site plan of the entire parcel which is a large lot with just under 200 cottages and they are willing to go forward with that in good faith.

B. Curtin – Is there going to be a time frame set on that?

M. Gulbrandsen – It is an expensive project and I am not saying that for you to give us an approval, I am hesitant to say a specific date. The sense I have is that it would happen either this spring or early summer.

B. Holmes – It is pretty safe to say that over time and it might be several years that they are going to upgrade.

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M. Guldbrandsen – The intention is to upgrade the structures that are in there and make them safer. The Association has a Board of Directors that have to approve anything that happens on every individual structure and they have their own set of rules that are more conservative than even the local building codes, such as fire protective siding.

B. Curtin – The four cottages that burned were those done with Fire protective siding?

D. Schaeffner – Yes they were.

D. Hussey – The bottom floor it says game room, shouldn't there be another door exit for fire protection.

D. Schaeffner – We can add one.

B. Curtin – So you will have a walk-out in the back?

D. Schaeffner – We are going to try and maximize it as much as possible.

B. Curtin – The porch, is that going to be heated or unheated?

D. Schaeffner – It will be heated. The clearance from the other cottages will be increased to 21'.

B. Holmes – Were there any waivers requested?

S. Penney – I don't know off hand.

D. Schaeffner – We noticed all of the abutters to the entire parcel.

S. Penney – Waivers requested, according to the application it says "No".

D. Hussey – I feel it is a lot better than the other project.

B. Holmes – Open to public, seeing none public closed.

**Motion made by B. Curtin to approve Case P#08-04 Map 34 Lot 33 Site Plan for Beacon Avenue of the Alton Bay Camp Meeting Association with the following conditions:**

- **A copy of any necessary local permits must be received by the Planning Department**
- **A note must be added to the plan prior to plan signing stating that Best Management Practices must be utilized during any timber cutting on the site.**
- **A note must be added to the plat prior to plan signing stating that all erosion control measures must be in place prior to any soil disturbance and stump removal if any.**
- **An additional egress door to be added to the basement level**
- **Fire retardant siding will be used on the exterior of the building.**

**Seconded by T. Roy. Motion passed with all in favor.**

5 Minute Break

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J. Fortin – Finnegan – Art Hoover sent over a letter addressing the road bond and cistern issues. (Part of the letter read, which is being requested).

1. Condition #13 – This condition deals with a letter of credit or cash bond with respect to the installation and maintenance of the cistern. It is unclear to me whether or no the Planning Board has the authority to insist upon that in its regulations and it is unclear to me in what form such security or other credit must be established and also what amount the Town is requesting. The Planning Department was unable to provide clarification on this question and requested that I submit this in writing to the board for its review.

2. Condition #14 – This addresses the Road Bond. In this particular case we are requesting that the Board consider granting a conditional waiver of this requirement. Three of the lots which have been approved as part of the subdivision have frontage on Valley Road. No access to these three lots will be off of the proposed road location in the subdivision. The applicant is hopeful that he will be able to obtain building permits on these three lots prior to posting a road bond and prior to beginning the construction of the road. The Planning Department indicated that building permits could be obtained for the three lots which have frontage on Valley Road provided the subdivision plan is recorded. Since the Subdivision cannot be recorded until such time as a road bond is posted, the Planning Department recommended I request of the Board that it consider waiving the road bond requirement until such time as road construction has actually begun which would allow and permit the applicant to obtain building permits on the three lots with frontage on Valley Road.

3. Condition 15A – This requires posting of a bond necessary for the cistern construction and construction inspections. We have not been informed of the amount necessary for such an amount and also it was unclear to us whether or not we are required such a bond concerning the cistern construction. Clarification on this issue would also be appreciated.

4. Condition 17 – This addresses the easement deed for the cistern. I prepared such an Easement Deed and it is my understanding that the Planning Department will make that available to the Planning Board for review.

S. Penney - Just for the record, we are not actually going to wave the road bond requirement.

T. Roy – As long as he realizes that he can't start the road until it is bonded.

**Motion made by B. Curtin to amend conditions for Case #P07-06 & P07-07, Condition #13 Installation and maintenance of the cistern to not have the installation and maintenance of the cistern required as a condition of original approval, so that would eliminate the fact of any security or other credit to be established and held by the Planning Department regarding the cistern, seconded by T. Roy. Motion passed with all in favor.**

**Motion made by B. Curtin to amend Case #P07-06 & P07-07, Condition #15A to eliminate it from the previous condition set forth, seconded by D. Hussey. Motion passed with all in favor.**

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**Motion made by B. Curtin to amend Case #P07-06 & P07-07, Condition 17 seeing that Condition 13 has been eliminated by amendment to the original conditions, Condition 17 should be eliminated as it does not exist, seconded by D. Hussey. Motion passed with all in favor.**

**Motion made by B. Curtin to amend Case #P07-06 & P07-07, Condition 14 Bonding the road to allow building permits for construction on Valley Road for the specific 3-lots, which is Map 6 Lot 36 where a Boundary Line Adjustment was done on lot 37. The road bond needs to be posted prior to road construction on the road, seconded by T. Roy. Motion passed with all in favor.**

S. Ames – Welch subdivision – The problem with this one is that they had a voluntary lot merger back in December 2006 and it was never recorded nor did the Planning Board sign the recording sheet. I did call the Welch's and they are aware of the issue.

S. Ames – John Boudreau of Meadow Lands is requesting an extension for his subdivision conditional approval. He has exceeded his year as of January. He was miss-informed of the date.

B. Curtin – I need to recuse myself

J. Fortin – You can't vote on it because there is no quorum.

S. Ames – The second page is the cistern issue and this will have to be delayed because we can't hear it because of there not being a quorum.

S. Ames – Melissa Guldbrandsen asked for an extension for the Loon Cove Cottage Condominiums. They are still waiting for state approval and the one year is coming up and she just wanted not for it to lapse.

**Motion made by B. Curtin to grant Case #P06-104 an extension of 365 days from the date of expiration, seconded by T. Roy. Motion passed with all in favor.**

S. Penney – I am starting to pull together Subdivision and Site Plan Regulations from the RPC's as requested but none of them are terribly recent.

**Motion made by B. Curtin to adjourn seconded by D. Hussey. Motion passed with all in favor.**

Respectfully submitted,

Jennifer M. Fortin  
Secretary

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