

DRAFT MINUTES UNTIL APPROVED.

Call to Order: at 7:00 p.m. by Chairman Tom Hoopes.

Present: Tom Hoopes-Chairman, Bill Curtin-Selectmen Representative, Cynthia Balcius, Scott Williams, Tim Roy, Robert Bystrack, Sharon Penney-Town Planner, Jennifer Fortin-Planning Secretary, Carolyn Schaeffner-Recording Secretary

Appointment of Alternates: Robert Bystrack and Timothy Roy.

Approval of Minutes: Minutes to be considered and approved at another meeting. Date and time to be set.

Approval of Agenda: Planner stated there is one conceptual consultation to be added for hearing tonight. This case was submitted in July, and due to a communication error the applicant was not at the meeting. Mr. Robert Tiffany, Conceptual Consultation on 10 acre parcel on Lockes Corner Road, with which he is considering the possibility of a subdivision, building and additional single story house and selling the present house. This case will be first of the applications heard.

Motion by C. Balcius to approve the agenda as amended. Second by S. Williams. No discussion. Vote unanimous.

Public Input: Open public input. None seen or heard. Closed public input.

Applications for Public Hearing:

Robert Tiffany present for this case. Conceptual consultation Lockes Corner Road. Three level house and wife is having physical difficulties. Would like to divide property, sell current house and build another house (ranch style). Wants to know what to do.

T. Hoopes stated he needs a survey of the property, showing wetlands and topography. Also indicating if road frontage is adequate for two lots. Need 200 feet for each lot.

C. Balcius suggested applicant to get a survey and then meet with the Town Planner.

R. Tiffany would like to put the house further back on the lot.

S. Williams noted there is a Town driveway ordinance.

R. Tiffany looking at going back approximately 300 feet.

T. Hoopes suggested to use the same survey when he purchased the property.

R. Tiffany noted he is bordered by a cemetery.

T. Hoopes informed he would have to be setback 25 feet from cemetery.

R. Tiffany expressed his appreciation to the Board for their time and input.

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Case P07-38 **Maps 63 & 65 Lots 4 & 65** **Boundary Line Adjustment**
Michael & Brenda Keiran and **Railroad Avenue & Mt. Major Highway**
Paolucci Realty Trust

Application submitted by property owners for a proposed adjustment of the boundaries between their abutting parcels located within the Lakeshore Residential Zone.

Present for this case: Michael Keiran.

Applicants met with the Planning Board. Planners notes have been distributed. Two waivers are being requested. Repositioning of the locust block to the lower center of the plat. Not legend on the plat provided on the plat but features have been identified sufficiently.

Motion by B. Curtin to accept the application for Case P07-38, Maps 63 & 65, Lots 4 & 65, Boundary Line Adjustment, Railroad Avenue & Mt. Major Highway as complete. Second by S. Williams. No discussion. Vote unanimous.

M. Keiran proposes with his neighbor is a land swap (neighbor below on Railroad Avenue, Map 65, Lot 65) taking 12, 512.13 sq ft from his property and trade with his neighbor, 7,150.8 sq. ft.

Motion by S. Williams to approve Case P07-38, Maps 63 & 65, Lots 4 & 65, Boundary Line Adjustment of Michael and Brenda Keiran, Railroad Avenue & Mt. Major Highway and have the waivers and legend is consistent with the Town of Alton standard procedures. Second by B. Curtin. No discussion. Vote unanimous.

Open to the public – Ethel Polley. Asked how this affects her property on 25 Railroad Avenue. After looking on plans these parcels do not affect her property.

Case #P07-40 **Map 37, Lot 54 & 55** **Boundary Line Adjustment**
Cascade Realty Trust **Austin Road**
Debra A. Ferragamo, Trustee

Application submitted by Bryan Berling, Land Tech on behalf of the property owner Cascade Realty Trust, Debra A. Ferragamo, Trustee for a proposed adjustment of the boundaries between the abutting parcels located within the Lakeshore Residential Zone.

Brian Connelly present for this case.

Motion by S. Williams to accept the application for Case P07-40, Map 37, Lot 54 & 55, Boundary Line Adjustment for Cascade Realty Trust, and Debra A. Ferragamo, Trustee on Austin Road as complete. Second by B. Curtin. No discussion. Vote unanimous.

B. Connelly noted simple lot line adjustment to equal the two lots. No wetlands on the property

T. Hoopes asked where is the access for Lot 54.

B. Connelly noted it can be from both roads, Austin Road and Sanctuary Lane.

T. Hoopes noted this is just correcting an existing problem.

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Open to public input.
None seen or heard.
Closed public input.

Motion by S. Williams to approve Case P07-40, Map 37, Lots 54 & 55, Boundary Line Adjustment for Cascade Realty and Debra A. Ferragamo, Trustee on Austin Road. Second by C. Balcius. No discussion. Vote unanimous.

Case #P07-39	Map 17, Lot 9 & 29	Amended Site Plan
West Alton Marina		West Alton Marina Road

Application submitted by G. R. Spaulding Design Consultants, LLC, on behalf of the property owner, West Alton marina for a proposed amended site plan. The property is located within the Lakeshore Residential Zone.

Noted the planner report distributed to board. Waivers have been requested.

Present for this case: Gary Spaulding, and Brian Fortier.

Motion by S. Williams to grant the waivers for Case P07-39, Map 17, Lot 9 & 29, Amended Site Plan of West Alton Marina, West Alton Marina Road: 7.2.9-7.2.11, 7.2.16, 7.2.21, 7.5.1.1, 7.5.1.2, 7.5.1.3. Second by T. Roy. No discussion. Vote unanimous.

Motion by S. Williams to accept the application as complete for Case P07-39, Map 17, Lot 9 & 29, Amended Site Plan of West Alton Marina, West Alton Marina Road with the waivers. Second by T. Roy. No discussion. Vote unanimous.

G. Spaulding noted the purpose to relocate 7 finger docks and a set of bulk-heading/boat ramp. Mr. Spaulding gave a brief history on the building and improving of the marina since 1962. Applicant does own all abutting property to the Marina.

If this approved by the Town of Alton, this still must be approved by Governor Council.

Waiver to build 10 additional parking spaces.

T. Hoopes noted the ample parking for cars, and trailers.

B. Fortier noted the storage building by the new location of the gas tanks to above-ground placement.

Open to public input
None seen or heard
Closed public input.

S. Penney noted reduction in height of canopy for zoning regulations; acreage noted on mylar, correction needed of number of boat slips from 3 to 5.

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Motion by S. Williams to approve the amended site plan for case P07-39, Map 17, Lot 9 & 29, Amended Site Plan of West Alton Marina, West Alton Marina Road with waivers granted and with reduction of the height of canopies and correction to the narrative stating 3 to 5 slip, correcting impervious vs. gravel surfaces. Second by C. Balcius. No discussion. Vote unanimous.

Case#P07-41	Map 11, Lot 9	Site Plan
Roger Sample		Rand Hill Road

Application submitted by property owner for a proposed site plan. The property is located within the Residential Rural Zone.

Present for this case: Roger Sample.

Motion by S. Williams to accept the application for Case P07-41, Map 11, Lot 9, Site Plan for Roger Sample, Rand Hill Road as complete. Second by B. Curtin. No discussion. Vote unanimous.

R. Sample proposed a 600 sq. ft. addition, to be used as an apartment. Most of the site is already done. The Leach field needs to be done whether an addition is done or not. Using existing driveway – no permit necessary. Nothing is being taken out of current use.

Open to public input.
None seen or heard.
Public input closed.

Motion by S. Williams to approve case P07-41 Map 11, Lot 9, Site Plan for Roger Sample, Rand Hill Road. Second by C. Balcius. Discussion. Noted on planner report that waivers were checked yes and there are no waivers requested. No further discussion. Vote unanimous.

Case #P07-42	Map 28, Lot 18	2-Lot Subdivision/Condo Conversion
H. John Pohas		Church Street

Application submitted Norway Plains on behalf of the property owner, H. John Pohas for a proposed 2-lot subdivision/condo conversion. The property is located within the Residential Zone.

Present for this case: Melissa Guldbrandsen and Randy Tetrault.

Motion by B. Curtin to grant the waivers requested for case P07-42, Map 28, Lot 18, 2-Lot Subdivision/Condo Conversion for H. John Pohas, Church Street: 7.2.2, 7.2.24, .7.2.27. Second by R. Bystrack. No discussion. Vote unanimous.

Motion by B. Curtin to accept the application for case P07-42, Map 28, Lot 18, 2-Lot Subdivision/Condo Conversion for H. John Pohas, Church Street as complete with waivers granted. Second by C. Balcius. No discussion. Vote unanimous.

M. Guldbrandsen informed this is a Condominium proposal. Transitioning into condo ownership, making possible to sell portion of living space. Sister is purchasing. Noted large lot, ample parking, and ample limited common area. Floor plans and elevations available. Unit 2 includes barn/garage area.

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R. Tetrault. Standard boundary survey. Location of old blacksmith shop and small part owned by Alton. Actually found items when digging to confirm location.

Both units would have to have to have two separate services for water supply. Fire Chief noted hardwired smoke detectors.

Open to public input.
None seen or heard.
Closed public input.

Motion by S. Williams to approve Case P07-42, Map 28, Lot 18, 2-Lot Subdivision/Condo Conversion for H. John Pohas, Church Street with waivers, separate water services per recommendation of Water Supt. the requests of the fire chief (all conditions of NFPA 101 Life Safety Code, Chapter 24, pertaining to means of egress from sleeping areas will need to be met, a rated fire wall will be required between both units including the basement and the attic, smoke alarms will need to be installed in accordance to NFPA 101 Chapter 24, and condo documents agreed upon between attorneys. Second by B. Curtin. No discussion. Vote unanimous.

C. Balcius has stepped down at this time due to illness.

Other Business

1. Randy Tetrault, presented a request for a lot line adjustment (Wolfeboro property) from 3 non-conforming lots to 2 lots. A small portion, 3/10 of an acre, of one of these lots is in the town of Alton. Lot line adjustment is in Wolfeboro. Under the statute both plans must be approved and recorded in both counties and approved by both planning boards. Second part – approved by Wolfeboro Board.

Motion by B. Curtin to accept the proposal for lot line adjustment, Tax Map 266, Lots 1, 2, & 3 as recommended by Town Counsel. Second by S. Williams. No discussion. Vote unanimous.

2. FYI letter to Fire Chief on cistern on approved and get him into a work session to define requirements. Discussion on scheduling a regular day once a month for a workshop. J. Fortin would like to schedule a workshop for the 20th at 6 p.m.

Motion by to have a workshop session on 9/20 at 6 p.m. Second by S. Williams. Discussion – clarification by planner. No further discussion. Vote unanimous.

3. Security release for Raco Development #2 for \$4,125 and #3 for \$30,025. Pictures taken. Ditch lines not in, silt fence down. Planner would like to see the release of the balance to be tight-fisted. Discussion on how this project is effecting the community.

Motion by B. Curtin to release the \$30,025 with the condition that it be reviewed by the Fire Chief and final inspection. Second by S. Williams. No discussion. Vote unanimous. Noted: additional use of the \$4,125 will be contingent upon dealing with the siltation issues already existing and just for chronological reference, Mr. Ragonise stated the paving was intended to be done later this week or next week.

4. Chestnut Cove – note from Bill Straub. Authorizing all the work that is 100% done to a 90% payout because of the retainage of 10%. 90% is anticipated in this request for all the road items because of Notice of Decision requires an as built. 90% of the cisterns is being asked for in terms of a draw-down because of the same criteria. They have not requested any release monies for loaming and seeding because it was paid up to 85% of what was anticipated last time.

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Motion by B. Curtin to release \$180,464.27 to the Chestnut Cove subdivision and \$2,550.54 which would be the interest. Second by S. Williams. No discussion. Vote unanimous.

5. Rick Lundy – Ridgewood Subdivision. Requesting \$29,032.50 out of a total security bond of almost \$80,000. He is phasing this. Money to be released to Land Ex to pay Lundy. Belknap County Conservation is charging \$75 per hour plus mileage to do this work. Looking at approximately 6 visits. They have already had one visit.

Motion by B. Curtin to release \$29,032.50 for the Ridgewood Subdivision. Second by T. Roy. No discussion. Vote unanimous.

3. Correspondence: 66th Annual Conference, November 7-9, 2007. Jen has the catalog. If you are interested please see Jen.

4. Any other business that may come before the Board. None

Motion by B. Curtin to adjourn. Second by S. William. No discussion. Vote unanimous.

Respectfully submitted,
Carolyn B. Schaeffner