

**TOWN OF ALTON
ALTON PLANNING BOARD
Approved 9/09/08
August 18, 2008**

Members Present: Cindy Balcius, Chair
Thomas Hoopes
Timothy Roy
David Hussey
Scott Williams
William Curtin
Bonnie Dunbar, Alternate

Others Present: Stacey Ames, Planning Assistant
Members of the Public

I. CALL TO ORDER

C. Balcius called the meeting to order at 7:03 PM.

II. APPOINTMENT OF ALTERNATES

Bonnie Dunbar was appointed as a member for this meeting by C. Balcius.

III. APPROVAL OF MINUTES – June 17, 2008

Motion:

S. Williams made a motion to delay action on the minutes until the next work session. D. Hussey seconded the motion. There was no other discussion. The motion passed by unanimous vote.

IV. APPROVAL OF AGENDA

Motion:

S. Williams made a motion to approve the agenda as amended and D. Hussey seconded the motion. There was no other discussion. The motion passed by unanimous vote.

V. PUBLIC INPUT

There was no public input.

At 7:05 p.m., T. Roy recused himself from the meeting.

VI. Public Hearing

Case #P08-26

Map 5, Lot 24

**Stockbridge Corner Road
Subdivision**

Robert Bollinger

C. Balcius read the case into the record. Application submitted by Jeffrey Green of J. L. Green Enterprises on behalf of applicant Robert F. Bollinger for a proposed 3 lot subdivision on 7.38 acres with the existing house to be on one lot and the creation of two (2) additional single family home lots. This parcel is located in the rural zone.

J. Green, with M. Guldbrandsen, presented the application.

T. Hoopes asked if there is a mother lot; Map 5, Lot 24 is the parent lot.

MOTION:

S. Williams made a motion to accept the application as submitted. D. Hussey seconded the motion, which passed unanimously.

Using a visual of the proposed subdivision map, J. Green gave existing and proposed lot dimensions. Total Lot 24 is 7.38 acres with an existing house. New lots would be 2.078 acres, 2.635 acres and 2.663 acres. Driveways are shown and approved. State subdivision approval has been obtained. Areas of wetland on lots 1 and 3, and steep slopes on lot 2 are indicated. Lot 1 has 50,067 square feet, or 1.562 buildable acres. Lot 2 has 112, 167 square feet, or 2.567 buildable acres and lot 3 has 104,855 square feet, or 2.407 buildable acres.

T. Hoopes questioned the woods road with an unidentified ROW to Carol Berganstal. J. Green answered that the deed restriction is a defined ROW across two lots. There is no residence on that back property.

S. Williams questioned whether the stone wall, as it is situated, could be part of a cemetery. J. Green indicated that there is no cemetery there; he believes that it defines the edge of a field to keep from going over into a steep area.

C. Balcius stated that the 25' wetlands buffer needs to be marked in the field after the proposal is approved.

C. Balcius brought up the issue of ZBA approval. A variance will be needed because the new lot with the existing structure does not meet the 25' setback for a new subdivision. There was discussion between the board members and J. Green and M. Guldbrandsen as to the need for a variance, as the existing structure is grandfathered. T. Hoopes pointed out that the reason for the need is because a new lot is being created. Town Counsel has stated that a variance from the ZBA is needed. There was discussion concerning the timing of getting on the ZBA agenda and the fact that possible approval would now be pushed out to the October Planning Board meeting. J. Green pointed out that he is not changing the structure in any way, and that the line he is creating for the new lot is 480' away.

M. Guldbrandsen asked to get Town Counsel's opinion in writing. She also suggested that the town should question this ruling in light of the fact that there are several large parcels of land that have existing structures and with the need for affordable housing, the legal hoops seem a little silly. She spoke about the timing of the meetings and the notification that ZBA approval would be needed.

B. Dunbar stated that she would like to see in writing what Town Counsel wished to be put before the ZBA, and whether future proposals will or will not fall under this, as it is superfluous.

T. Hoopes stated that he would be willing to send a letter to the ZBA on behalf of the proposal, even though that is not normal. C. Balcius is hesitant, as they are not sure what Town Counsel is saying.

C. Balcius opened this case to public discussion. There was none.

MOTION:

D. Hussey made a motion to continue Case P08-26 until the next meeting on September 16, 2008. Motion was seconded by T. Hoopes; vote was unanimous in favor.

T. Roy rejoined the Board following the vote.

VI. OTHER BUSINESS

C. Balcius asked if the Board would consider giving the chair leeway to approve Farmhouse Land Development invoices via e-mail. S. Ames gets them via e-mail. T. Hoopes said that if it is a standard invoice it would be no problem; if there is something out of the ordinary, it should come to the Board. S. Williams said that if it was a review invoice and if it was in the budget it would be fine. Other board members agreed. There was discussion of having the property owner initial; logistics were discussed.

MOTION:

T. Hoopes made a motion that the chair or vice-chair be able to sign interim invoices for payment within the budget subject to the draw down. Seconded by D. Hussey.

There was further discussion about this being for plan review and subject to the draw down and would not cover anything out of the ordinary.

Vote was unanimous in favor.

S. Ames brought up the issue of needing a vote on a release of funds for Timbers finished road. This had been done in the past, but did not get into minutes, so it needs to be redone.

MOTION:

T. Hoopes made a motion to release the funds for Timbers finished road, minus the \$10,000 contingency. Seconded by D. Hussey, motion passed by unanimous vote.

S. Ames stated that there is a need for volunteers for the CIP Committee. After discussion, T. Hoopes will volunteer; he suggested Thad Guldbrandsen as co-chair, and Mrs. McKinnon and Mrs. Sylvie as other possible volunteers. T. Hoopes will be the volunteer from the Planning Board, with B. Dunbar as backup.

S. Ames said that the insertion fee for notices in the newspaper for subdivision applications has gone up. After discussion the Board decided to increase the fee to applicants.

MOTION:

T. Hoopes made a motion to increase the newspaper insertion fee for site review to \$60. D. Hussey seconded; motion passed unanimously with S. Williams abstaining.

S. Ames has received communication from Heather Welch of the Welch Subdivision requesting that they be able to change from CMA to Farmhouse Engineering. C. Balcius asked if there would be money for Farmhouse going in cold and needing to do a review of the plans; S. Ames said there would.

MOTION:

S. Williams made a motion to allow Welch Subdivision to change from CMA to Farmhouse Engineering. Motions was seconded by B. Dunbar and passed unanimously.

S. Ames said that she has several invoices from CMA but it is unclear what they are actually for. She has called several times and sent e-mails, and has not received clarification. The Board supported not approving the invoices until clarification is received, and requested that S. Ames maintain a paper trail of all communications concerning this.

RACO invoices were discussed; specifically invoices for 4/26 and 5/30 professional services. Clarification is needed because RACO is in or close to bankruptcy. There was continuing discussion concerning the condition of the road. Short answer from C. Balcius is that the invoices in question can not be addressed until requested information is received.

S. Ames discussed a workshop by LGC, "Healthy Board" on November 15, 2008. There was no interest by members. Information will go in members' folders.

S. Ames mentioned a workshop at Loon Mountain on October 25, 2008. T. Hoopes has already signed up and encourages others to do so as well. Web address is NHARC.org for further info.

\$25 L-Chip fee surcharge is passed on to the applicant through recordings at the Registry of Deeds.

There was discussion of a time limit for meetings, and that this would have to be added to the by-laws.

Sexually oriented business ordinance was discussed. The only ordinance now defines 1000' from a church or school. If there are no restrictions, a sexually oriented business can be anywhere because state law says so. C. Bacilus asked T. Hoopes to come up with ideas of where they could be allowed, and what area could be zoned for this purpose.

Open space definitions will be discussed at an upcoming workshop.

The next workshop will be September 9, 2008 at 6:00 p.m.

X. ADJOURNMENT

MOTION:

D. Hussey motioned to adjourn and B. Dunbar seconded the motion. The motion passed by unanimous vote.

The meeting adjourned at 8:50 PM.

Respectfully Submitted,

Mary Tetreau
Acting Recorder, Public Session