

Approved by the Board 9-20-07

Call to Order: 7:05 p.m.

Present: Tom Hoopes, Bruce Holmes, Scott Williams, Bill Curtin, Bonnie Dunbar, Robert Bystrack-Alternate, Timothy Roy-Alternate, Peer-Kraft Lund-Interim Planner, Jennifer Fortin-Secretary, Sharon Penney-Planner, Carolyn Schaeffner-Recording Secretary.

Appointment of Alternates: Robert Bystrack, Tim Roy (in for C. Balcius and J. Dube)

Approval of Minutes: To be approved at August 23 meeting.

Approval of Agenda: No changes in agenda.

Motion B. Dunbar to approve the agenda as presented. Seconded by B. Holmes. No discussion. Vote unanimous.

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

Applications for Public Hearing:

**Case #P07-39
Craig & Kathleen Nichols
William Garvey**

**Map 6, Lot 16-7
Map 3, Lot 9**

**Conceptual Consultation
Chamberlain Road**

Request submitted by Craig and Kathleen Nichols and William Garvey for a pre-application conceptual discussion on a proposed Boundary Line Adjustment of their property on Chamberlain Road located within the Rural Zone.

Present for this case: Craig Nichols.

Before the Board regarding a lot created in the 1970s. Lot is 200 feet wide. Propose to purchase 150 feet to annex his property from Garvey to his lot (not to create a new lot). Planner told him they would have to survey the 32 acre parcel of Mr. Garvey prior to surveying off 150 ft from the lot. Mr. Garvey's piece is on the Class 6 portion of Chamberlain Road. Mr. Garvey has one house lot with a lot of back land. Asking tonight to see if 32 acre parcel needs to be surveyed when he is just taking approx 150 feet. This does not make the lot non-conforming as Mr. Garvey has approximately 1600 ft of road frontage.

T. Hoopes discussed the Board's responsibility of upholding the regulations that the Town of Alton has put forth. His concern is that without a survey that 150 feet, for example, may be the only dry access to that parcel. The Board needs to know that there is adequate frontage on the rest of his property to gain access. He does not feel it is necessary to do a survey of the entire parcel as long as there is a clear title and there is adequate access. A wetland scientist would be the type of person to verify the access information.

B. Dunbar concerned that the back of Mr. Nichols lot is not orphaned in some way by other wetlands from road access.

C. Nichols noted that parcel 10 is also owned by Mr. Garvey.

Discussion of what portion of the property should be surveyed.

P. Lund noted that a surveyor should locate all the boundaries.

B. Dunbar suggested a surveyor to run approximately 150 feet into the other property so you can see where the wetlands go or don't go.

C. Nichols noted the land is dry with mostly white pine. There are wetlands on the next parcel, further south, there are seasonal streams through that parcel. Confirmed discussion that Lot 9 be surveyed with wetland scientist affirmation that there are no wetlands on lot and is reported back to the Planning Board.

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R. Bystrack concern for run-off. Mentioned that two lots down there was a driveway washed out from one of the last big storms.

C. Nichols explained culvert plan for run-off and how he has corrected the problem.

**Case #P07-21
Freese Trust**

Map 10, Lot

**3-Lot Subdivision
Avery Hill Road**

Continued from the July 17, 2007 hearing.

Peer Kraft Lund – change on plan that Board has not seen. Changes are wetland buffers and monument markings. This is not within the 7 day submittal.

T. Hoopes stated these changes were requested by the Board.

Present for this case: Paul Darbyshire and Paul Freese

Discussion of conditions of approval.

Motion by B. Dunbar to grant the waiver for the length to width ratio. Second by B. Curtin. No discussion. Vote unanimous.

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

Motion by S. Williams to approve Case P07-21, Freese Trust, Map 10, Lot 5, 3 lot subdivision, Avery Hill Road, with the following conditions:

1. Copy of any necessary federal, state, and local permits must be received by the Planning Department. The permit numbers must be added to the plat prior to plan signing.
2. A note must be added to the plat prior to plan signing stating that Best Management Practices must be utilized during any timber cutting on site.
3. 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 including stump removal.
4. Trees along the boundary of the 25 ft wetlands buffer and any area with 200 feet of the proposed development that will disturb the soil or involve the removal of trees are to be flagged on the plat and accurately in the field on trees approximately every 25 feet with permanent markers identifying them as wetlands buffer. The types of all proposed signage to be reviewed and approved by the Planning Board. Where trees have been previously removed or do not exist the wetlands buffer shall be flagged with metal fence posts displaying the markers which should be affixed to the posts with bolts. This is to be completed prior to plan signing and certified as complete by the surveyor who will stamp the plat.
5. The following note must be added to the plat prior to plan signing. The subdivision plan contains a total number of 1 sheet which in its entirety constitutes the subdivision plan as approved by the Town of Alton Planning Board. Sheets numbered one (1) is recorded at the Belknap County Registry of Deeds. The remaining sheets are on file with the Town of Alton Planning Department.

Second by B. Curtin. No discussion. Vote unanimous.

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Case #P07-23
Catherine & Mark Blanchette
Continued from the July 17, 2007 hearing.

Map 1, Lot 16

2-Lot Subdivision
Lockes Corner Road

Present for this case: Catherine and Mark Blanchette

S. Penney informed a letter of municipal notification sent to the Town of Barnstead, meeting the specs on RSA 674:53. They have had no issues and have not heard back from them. The applicant has submitted updated plan (awkward situation, surveyor died, new surveyor and plans) redrawn by Bartlett Associates which should be displaying all required structures, stamps, set pins and the abutting house and septic as there were concerns about setbacks.

New plans distributed to Board members.

T. Hoopes confirmed they are creating lot 16-6 out of 16.

S. Penney agreed.

They have not received a driveway permit. Proposed driveway is noted on the plans. Applicant has spoken with the Town Road Agent.

Open to public input.

None seen or heard.

Public input closed.

Motion by B. Holmes to approved Case P07-23, Blanchette, Map 1, Lot 16 with the following conditions:

1. Copy of any necessary federal, state, and local permits must be received by the Planning Department. The permit numbers must be added to the plat prior to plan signing.

2. A note must be added to the plat prior to plan signing stating that Best Management Practices must be utilized during any timber cutting on site.

3. 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 including stump removal.

4. The following note must be added to the plat prior to plan signing. This subdivision plan contains a total number of 1 sheet which in its entirety constitutes a subdivision plan as approved by the Town of Alton Planning Board. Sheets numbered one (1) is recorded at the Belknap County Registry of Deeds.

Seconded by B. Curtin. No discussion. Vote unanimous.

Case #P07-28
Sally Castleman
Continued from the July 17, 2007 hearing.

Map 9, Lot 16

2-Lot Subdivision
New Durham Road

Present for this case: Randy Tetreault

S. Penney informed a letter of municipal notification sent to the Town of New Durham Planning Board satisfying the RSA. The prior meeting the proper sheet size was waived in order to accept the application. The wetland scientist added notation to the plat stating no wetlands on the first 200 feet of remaining lot road frontage. The wetlands calculation is noted in square feet. The wetlands buffer of 25 is denoted from the edge of delineated wetlands and structures are listed that exist within 200 feet of the wetlands including wells and septic. The driveway location is also denoted. There was a gap in the stone wall where a gate bar and that is to be designated as the driveway location. Letter from Ken Roberts stating he has no issues with proposed driveway.

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New plans distributed with changes.

Open to public input
None seen nor heard.
Public input closed.

Motion by B. Curtin to approve Case P07-28, Castleman, Map 9, Lot 16 with the following conditions:

1. Copy of any necessary federal, state, and local permits must be received by the Planning Department. The permit numbers must be added in a note on the plat prior to plan signing.
2. A note must be added to the plat prior to plan signing stating that Best Management Practices must be utilized during any timber cutting on site.
3. 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 including stump removal.
4. The following note must be added to the plat prior to plan signing. This subdivision plan contains a total number of two (2) sheets which in its entirety constitutes a subdivision plan as approved by the Town of Alton Planning Board. Sheets numbered one (1) is recorded at the Belknap County Registry of Deeds and the remaining sheets are on file at the Town of Alton Planning Department.

Second by Scott Williams. No discussion. Vote unanimous.

Case #P07-36
Carol A. & Thomas W. Murtagh
Bayview Forest Development

Map 15, Lot 5 &
Map 14, Lot 22-4

Boundary Line Adjustment
Bowman Road &
East Side Drive

Application submitted by David W. Vincent, LLS on behalf of the property owners Carol A. and Thomas W. Murtagh and Bayview Forest Development for a proposed adjustment of the boundaries between their abutting parcels located within the Residential Rural and the Lakeshore Residential Zones.

Present for this case: David Vincent.

Motion by B. Dunbar to accept the application for Case P07-36 as complete. Second by S. Williams. No discussion. Vote unanimous.

D. Vincent presented case: Stated sheet 1 of 2 shows both properties in their entirety. It is 200 scale. He did ask for a waiver for this because of the sheet requirements for the ordinance and the Belknap Country Registry of Deeds would not allow to put this on without having multi-sheets to give the overview. The Murtagh property is Map 15, Lot 5 which is existing 75 acres with frontage on Bowman Road and the Murtagh's live on this property and you can see on the home on sheet number 1 and it is 100 scale on sheet number 2 showing all the details of the improvements on the Murtagh property. Map 14, Lot 22 is owned by Bayview Forest Development, LLC and has frontage on Eastside Drive and it is currently undeveloped. A very simple situation they are proposing. The Murtagh's plan on giving a portion of property (approx. 8.62 acres at the southwest corner of their property) to be given to Bayview (at their southeast corner) giving a triangular shape parcel, reducing the Murtagh lot to 66.58 acres and increasing Bayview property from 93 acres to over 102 acres. The lot line adjustment itself is more than 1500 feet away from any of the improvements on the Murtagh property so there will be no non-conforming situations created.

Current property line is the Lakeshore Residential zone line.

D. Vincent added setbacks will change to correct setbacks.

S. Penney stated there are waivers requested. 7.22 Margins, 7.2.6 Scale, 7.2.21 Meets and bounds, 7.2.23 natural and cultural features, 7.2.24 Soils, 7.2.27 Elevations, 7.2.30 Flood plain data, 7.2.33 wetlands. There appears to be no impact resulting from the requested waivers and it is noted that the proposed boundary lot

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Open to public
None seen or heard
Closed public input.

S. Penney mentioned from Planner Report that when phase 1 is complete, the land held in easement will revert back to original owners.

Motion by B. Curtin to approved Case P07-35, Gray, Map 8, Lots 3A, 5A, 7-1 & 7-3 with the amended conditions to include:

1. Existing structures to be raised prior to the signing of the plan.
2. Addition of most recent revisions to be added in the revisions block prior to signing.
3. Preconstruction meeting to be set by CMA and applicants.
3. Easement line correct in the cistern.
4. Cistern to be constructed as part of phase one.
5. Boundary line between phase one and two to be described by bearings and distances.
6. A copy of any necessary Federal, State and local permits must be received by the Planning Department and permit numbers must be added in a note plat prior to plan signing.
7. A note must be added to the plat prior to plan signing stating that Best Management Practices must be utilized during any timber cutting on site.
8. 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 including stump removal.
9. Trees along the boundary of the 25 ft wetlands buffer and any area with 200 feet of the proposed development that will disturb the soil or involve the removal of trees are to be flagged on the plat and accurately in the field on trees approximately every 25 feet with permanent markers identifying them as wetlands buffer. The types of all proposed signage to be reviewed and approved by the Planning Board. Where trees have been previously removed or do not exist the wetlands buffer shall be flagged with metal fence posts displaying the markers which should be affixed to the posts with bolts. This is to be completed prior to plan signing and certified as complete by the surveyor who will stamp the plat.
10. The following note must be added to the plat prior to plan signing. The subdivision plan contains a total number of 1 sheet which in its entirety constitutes the subdivision plan as approved by the Town of Alton Planning Board. Sheets numbered one (1) is recorded at the Belknap County Registry of Deeds. The remaining sheets are on file with the Town of Alton Planning Department.
11. The following note must be added to the plat prior to signing. This subdivision plan is subject to conditions of approval itemized in the August 21, 2007. Notice of this decision is on file at the Town of Alton Planning Department.
12. All proposed road names must have written approval from 911 Committee. A copy of which must be supplied to the Planning Department prior to plan signing.
13. Any an all declarations covenants and easements of any kind of language must be approved by Town Counsel.

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14. For all subdivisions with cisterns or other drainage structures, security must be in the form of cash or letter of credit with self-calling features (language to be approved by Town Counsel) must be submitted to the Planning Department for the installation and maintenance of the cisterns.

15. Security in the form of cash or letter of credit with self-calling features (language to be approved by Town Counsel) must be submitted to the Planning Department for the construction of the roads prior to plan signing with the amount determined by the Town's review engineer.

16. An amount necessary for road construction, cistern construction, or other necessary construction inspections must be placed an escrow account prior to plan signing. Amount to be determined by the Town's review engineer.

17. A Preconstruction meeting shall be arranged between the Town Engineer, the applicant and his or her developer, the Planning Department and others the Board may deem necessary prior to excavating or timber cutting during which time the applicant and his agents or agent together with the Town Engineer shall determine a construction inspection schedule.

18. A letter must be received by the Planning Department stating that the Board of Selectmen accept the language and conditions of the proposed easement deed for cisterns and or detention ponds based upon the recommendation of the Town Counsel. If the Selectmen do not accept the language and conditions of the proposed easement deed and administrative review will be required.

19. As built for roads and final engineering inspections must be complete and all boundary points to be set prior to the release of security for the roads and associated drainage systems.

20. In the event that these lots are to be sold, the new buyers have notification in their deed that it will be turned into a homeowners association.

Second by B. Holmes. Discussion – clarification on what sheet will be recorded, Correct Number 10 to state sheet 2 of 22. Amended by B. Curtin, seconded by B. Change number 3 from CMA to designated approved engineer. Amended by B. Curtin, seconded by B.Holmes. No further discussion. Vote unanimous.

Scott Williams resumed his seat on the Board.

Case #P07-37
Good Steward, LLC

Map 15, Lot 3

2-Lot Subdivision
Old Wolfeboro Road

Application submitted by Kerry Fox, LLS, on behalf of the property owner, Good Steward LLC for a proposed 2-lot subdivision. The property is located within the Residential Rural Zone.

Present for this case: Kerry Fox and John DeJager

Motion by S. Williams to accept the application for Case P07-37, Good Steward, Map 15, Lot 3 as complete. Second by B. Dunbar. No discussion. Vote unanimous.

Property is in residential rural zone, with lot minimum of one acre required. Applicant would like to subdivide out lot 5. Wetlands are delineated and marked with buffers. Soils are based on ACS soils mapping and marked with notes.

Suggested to use the new ACS Soils, which can be downloaded. Total project has approx 36,000 sq feet of wetland.

Fire Chief notes about further subdivision of lots concern for a cistern.

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

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Class 6 road access is owned by town.

Motion by S. Williams to approved Case P07-37, Good Steward, Map 15, Lot 3 with the following conditions:

1. A copy of any necessary Federal, State and local permits must be received by the Planning Department and permit numbers must be added in a note plat prior to plan signing.
2. A note must be added to the plat prior to plan signing stating that Best Management Practices must be utilized during any timber cutting on site.
3. 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 including stump removal.
4. All to be set notes must be removed and all monumentation must be set prior to plan signing.
5. Trees along the boundary of the 25 ft wetlands buffer and any area with 200 feet of the proposed development that will disturb the soil or involve the removal of trees are to be flagged on the plat and accurately in the field on trees approximately every 25 feet with permanent markers identifying them as wetlands buffer. The types of all proposed signage to be reviewed and approved by the Planning Board. Where trees have been previously removed or do not exist the wetlands buffer shall be flagged with metal fence posts displaying the markers which should be affixed to the posts with bolts. This is to be completed prior to plan signing and certified as complete by the surveyor who will stamp the plat.
6. A note must be added to the plan prior to signing stating the total acreage of each current use category for each lot where applicable.
7. The following note must be added to the plat prior to plan signing. This subdivision plan contains a total of one (1) sheet which in its entirety constitutes the subdivision plan as approved by the Town of Alton Planning Board. Sheets numbers 1-1 are recorded at the Belknap County Registry of Deeds. The remaining sheets are on file at the Town of Alton Planning Department.
8. For all conditional approvals the following note must be added to the plat prior to signing. This subdivision plan is subject to the conditions of approval itemized in the August 21, 2007 notice of decision on file with the Town of Alton Planning Department.
9. In the subject parcel information "Carroll County Registry of Deeds" should be corrected to state Belknap County Registry of Deeds.
9. Soils from current ACS Soils documentation (applicant to contact C. Balcus).

Second by B. Holmes. No discussion. Vote unanimous.

Other Business:

1. Old Business: None
2. New Business: None
3. Correspondence: None
4. Any other business that may come before the Board. None

Adjournment

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

Respectfully submitted,
Carolyn Schaeffner