

**TOWN OF ALTON PLANNING BOARD
PUBLIC HEARING
Tuesday, October 17, 2023, at 6:00 P.M.
Alton Town Hall**

MEMBERS PRESENT

Andrew Carter, Chair
Roger Sample, Vice Chair
William O’Neil, Clerk
Scott Williams, Member
Nick Buonopane, Board of Selectman Representative
Lee Hillsgrove, Alternate Member
Tom Hoopes, Alternate Member
Christine O’Brien, Alternate Member

OTHERS PRESENT

Robin McClain, Planning Assistant
Frank Rich, Capital Improvements Planning Committee
Shaina & Daniel Laurin, Owners
Steve Oles, Norway Plains Associates, Inc.
Russell Wilder, Owner
Virginia Witkin, Trustee
Loren Carr, resident

CALL TO ORDER

Chair Carter called the meeting to order at 6:00 PM.

Chair Carter asked Ms. O’Brien to sit on the Board as a full member for this meeting.

AGENDA REVIEW

Ms. Call added under Old Business: Engineering Services RFP Update.

MOTION: To approve the agenda as amended. Motion by Mr. Williams. Second by Mr. O’Neil. Motion passed unanimously.

1. Joint Meeting with the Capital Improvements Program Committee (CIP) of 2024-2029

The CIP Committee will present their recommendations for the 2024-2029 CIP Plan to the Alton Planning Board. Copies of the draft CIP Plan are available on the Town’s website at www.alton.nh.gov, and in the Planning Department. Public Hearing date and snow date to be scheduled.

The Board reviewed the Capital Improvement Planning Committee recommendations for the CIP Plan. Mr. Rich gave an overview of the tax impacts from all the Town departments and the school, for 2024 through 2029. He stated line items were shifted around and the tax impact is not much different from the CIP Plan for 2023-2028. The biggest hit to the Town budgets and costs overall is inflation. Mr. Rich stated the Fire Department and Highway Department worked to think “outside the box” because of increasing costs and how to mitigate the increases to balance

47 the tax impact. It was noted this is intended to be used as a guide for developing warrant articles.
48 Mr. Rich noted there are no capital expenditure reserves for any facilities in this plan; it is
49 focused on requirement and highway. It was noted that the number of leased vehicles is being
50 actively reduced. Mr. Rich explained reserves are being maintained that outweigh the
51 expenditures.

52
53 The Public Hearing is scheduled for November 21, 2023, 6:00 PM, with a snow date of
54 November 29, 2023, 6:00 PM.

55

56 **2. Continuation of Public Hearing:**

Case #P23-20 Shaina & Daniel Laurin, Owners, and Agents for Christine & Joseph Perella, Owners	Map 25 Lots 33 & 13 Baxter Place Road	Lot Line Adjustment Rural (RU) Zone
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57 Proposal: To adjust lot lines for two (2) lots of record, with Map 25 Lot 33 adjusted from
58 17.56AC to 16.93AC, and Lot 13 adjusted from 0.63AC to 1.08AC.

59

60 Chair Carter stated a request was received. Mr. Williams stated he has information he feels is
61 necessary to share regarding this case; he stated he will be recusing himself from the case in
62 order to speak as a resident.

63

64 Chair Carter asked Mr. Hoopes to sit on the Board for this case.

65

66 Chair Carter confirmed the required drawings were received as well as updated surveys showing
67 all the existing conditions discussed at the last meeting. He noted there is no distinguishing
68 information or dates indicated on the information presented. The Board agreed to accept the
69 information supplied.

70

71 **MOTION: To accept the drawings submitted on October 17, 2023 and continue to hear the**
72 **case. Motion by Chair Carter. Second by Mr. Hoopes. Motion passed unanimously.**

73

74 Mr. Oles explained on the current tract there is a utility easement; he stated he did not discover
75 anything in regard to the road passage and there is no signed easement for that. He stated he did
76 not find anything in the deeds indicating a right-of-way. The Board stated that needs to be
77 included in the deed to ensure the other residents have permanent right-of-way to their
78 properties. Ms. Laurin stated they need specific verbiage that will suffice on the deed, for when
79 they officially purchase the property. Chair Carter stated the Board cannot give legal advice, but
80 the deed needs to legally allow people to pass over the road, wherever it is, and there never needs
81 to be a risk of the owners of this lot restricting access to other property owners. Ms. Laurin
82 confirmed she will have her lawyer draft the deed.

83

84 Mr. Hoopes asked if there are wetlands on the lots as there are none indicated on the plans. The
85 Board discussed whether there are wetlands; it was noted a waiver was previously requested for
86 delineating the wetlands. The Board reviewed and discussed the plans presented tonight. Ms.
87 Laurin offered a site visit if need be so the Board understands the property and plans.

88

89 Chair Carter opened the hearing to input from the public.

90
 91 Mr. Williams stated there are several fire department access points on this lot; he suggested they
 92 make sure to they understand where those are located. He recommended going back to the deed
 93 of Roy Baxter, who originally owned the property and created the subdivision to see what it says
 94 about the road. Mr. Williams stated the road has been used for well over 40 years and the road is
 95 paramount to this case; he stated the area was over-excavated and there are a lot of wetlands in
 96 the area and doesn't believe they should be moving forward in allowing a subdivision if there are
 97 violations on the property. The Board asked what the violations were. Mr. Williams replied filled
 98 wetlands. Chair Carter stated this is an existing subdivision. Mr. Williams stated he isn't sure if it
 99 is an approved subdivision but it is existing which was created prior to zoning ordinances. He
 100 stated research needs to be done to determine where the road is; he stated he used to have a map
 101 indicating that information but is unable to find it. He reiterated there are violations for wetlands
 102 being filled. Mr. Williams testified that when he walked the property for potential purchase, he
 103 did so with a wetlands scientist who advised him there was significant wetlands which had been
 104 bulldozed and filled. He stated in regard to the mother lot from which this lot is coming off, the
 105 need to be sure they are not rewarding people who may have filled wetlands, with a subdivision
 106 approval. Mr. Williams stated they need to be sure the same access is being granted to the other
 107 property owners. He stated the current owners of lot 33 are the ones who have closed off the road
 108 with telephone poles. The Board advised that would be a civil issue. Mr. Laurin stated he agrees
 109 the road is a mess, but they are willing to contribute to improving the road and will ensure access
 110 is preserved. The Board suggested if wetlands have in fact been filled in, it should be brought to
 111 the attention of the Conservation Commission as well as New Hampshire Department of
 112 Environmental Services.

113
 114 Mr. Hoopes asked if the road going across the lot, reduces the acreage so there can't be building
 115 on it. Chair Carter stated a right-of-way does not deduct square footage for building on a lot; it
 116 will meet the frontage requirements.

117
 118 Chair Carter closed the public hearing.

119
 120 **MOTION: To approve the lot line adjustment for Case #P23-20 with the conditions**
 121 **primarily dealing with the right-of-way ownership needs to be determined and to create a**
 122 **new deed for what would be Lot 25-13, which must be approved by the Town's attorney**
 123 **prior to signoff by the Planning Board Chairman, with conditions precedent and**
 124 **subsequent. Motion by Mr. Hoopes. Second by Mr. Bounopane. Motion passed**
 125 **unanimously.**

126
 127 Mr. Williams rejoined the Board.

128
 129 **3. Completeness Review of Application and Public Hearing if Application is Accepted as**
 130 **Complete**

<p>Case #P23-22 Norway Plains Associates, Inc., Steve Oles, Agent for Wilder Woodlands Trust, Russell & Elizabeth Wilder,</p>	<p>Map 57 Lots 7 & 20 321 Woodlands Road & 288 Woodlands Road</p>	<p>Lot Line Adjustment Lakeshore Residential Zone (LR)</p>
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Trustees & Owners & Ronald & Virginia Witkin Family Trust, Ronald & Virginia Witkin, Trustees & Owners		
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131 Proposal: To adjust lot lines for two (2) lots of record, with Map 57 Lot 7 adjusted from
132 12.42AC to 14.51AC, and Lot 20 adjusted from 2.69AC to 26,000SF.

133
134 The Board reviewed the application for completeness. Mr. Wilder clarified the lot line
135 adjustment is to give the Witkins ownership of the land on which their septic system is located;
136 no buildable lot is being created.

137
138 The Board reviewed the waiver request submitted.

139
140 **MOTION: To grant the request for a waiver to Section F.7.G.i., jurisdictional wetlands.**
141 **Motion by Mr. Williams. Second by Mr. Bounopane. Motion passed unanimously.**

142
143 **MOTION: To grant the request for a waiver to Section F.8. Motion by Mr. Williams.**
144 **Second by Mr. Bounopane. Motion passed unanimously.**

145
146 **MOTION: To accept the application for Case #P23-22 as complete. Motion by Mr.**
147 **Williams. Second by Mr. Bounopane. Motion passed 5-0-0.**

148
149 Chair Carter confirmed this application went before the Zoning Board of Adjustment and the
150 Board reviewed the waiver granted by the ZBA. It was confirmed the adjustment is solely for the
151 purpose of supporting the septic system of lot 20.

152
153 Chair Carter opened the hearing to input from the public. None was indicated.

154
155 **MOTION: To approve Case #P23-22 for a lot line adjustment with conditions precedent**
156 **and subsequent. Motion by Mr. Williams. Second by Mr. Bounopane. Motion passed**
157 **unanimously.**

158
159 **Other Business:**

160 **OLD BUSINESS**

161 **ZAC Committee update**

162 Mr. Williams stated the committee will be making a formal presentation to the Board of
163 Selectmen next month; the public hearing will be held in December.

164
165 **Engineering Services RFP Update**

166
167 Chair Carter stated as of Monday, no submissions had been received but interest has been
168 indicated from multiple firms.

169
170 **NEW BUSINESS**

171 **Approval of Minutes:**

172

173 Meeting of July 18, 2023 – No edits were made. **MOTION: To approve the minutes as**
174 **presented. Motion by Chair Carter. Second by Mr. O’Neil. Motion passed unanimously.**
175

176 Meeting of September 19, 2023 – No edits were made. **MOTION: To approve the minutes as**
177 **presented. Motion by Mr. Williams. Second by Mr. O’Neil. Motion passed unanimously.**
178

179 **Correspondence for the Board's review/discussion/action:** None.
180

181 **Correspondence for the Board's information:** None.
182

183 **Public Input on Non-Case-Specific Planning Issues**

184 Warren Carr, resident, stated when he was on the Board, there was an issue with a failing septic
185 at a property on Route 28A. He stated that as a result the Board at that time made the
186 requirement for new systems to have a “clean water system”; he stated he noticed at the last
187 Board of Selectmen meeting, the Board has changed the requirement and septic designers don’t
188 have to submit the plans to the Building Inspector before going to the state; he stated he is
189 opposed to this and isn’t in line with the Master Plan to protect the lake. He stated the Building
190 Inspector needs to review the plans so that the more restrictive requirements apply. Mr.
191 Bounopane stated he will bring up the concern at the next Board of Selectmen to ensure the
192 septic design approval process does not circumvent the Building Inspector.
193

194 The Board discussed the role of the Planning Board in developing the Master Plan and the
195 Capital Improvement Plan.
196

197 **MOTION: That the Planning Board submit a letter to the Board of Selectmen in regard to**
198 **this issue. Motion by Mr. Williams. Second by Mr. Hoopes. Motion passed unanimously.**
199

200 **ADJOURN**

201 **MOTION: To adjourn the meeting. Motion by Mr. Williams. Second by Mr. O’Neil.**
202 **Motion passed unanimously.**
203

204 The meeting was adjourned at 8:46 PM.
205

206 Respectfully Submitted,

207 *Jennifer Riel*

208 Jennifer Riel, Recording Secretary