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Present: David Essex; Edwin Rowehl, ex officio; Judith Pratt, Chairman; Rod Zwirner.

Judith Pratt opened the meeting at 7:30 pm. The first item taken up was the planning board assistance program. After discussion Madeleine Henley pointed out that there was no money in the budget for this program. Pratt stated that Northeast Farms would be in next week and asked the board if they wanted Steve Wallace to attend the meeting. The consensus was that it would be helpful if he did attend. Henley pointed out that SWRPC planning board assistance program was not considered in the 1989 budget. Pratt asked if they can be hired on an individual case basis. Harry Page pointed out that there are independent planners available. There was some discussion about what the dues paid for. Henley pointed out that the services provided by the contract have not been used in the past.

The chair took up the matter of the fee schedule as provided by SWRPC. The Chair suggested that the Board use a per lot basis for charges. It was pointed out that the larger the development the more complex it seems to be. Various ways of funding subdivisions were discussed. An escrow account was discussed. Ed Rowehl raised the question if the Planning Board has check writing authority. Harry Page suggested that an attorney could control an escrow account. Madeleine Henley pointed out that in the subdivision regulations it provides that all expenses can be recovered from the subdivider. She asked if the board has considered this. This will be considered in the fee schedule discussions. The board will review this and come back with some ideas. Madeleine Henley asked if the board is reviewing the Subdivision Regulations in its discussions of the site plan review.

Noble proposal was discussed. The chair pointed out that Attorney Little has stated that if the Planning Board took up this boundary line adjustment the lots would no longer be grandfathered. According to Little the Nobles can apply for a Variance from the Board of Adjustment. Little states that the Board can make a recommendation for the variance; make a recommendation against; or make no recommendation. Don Mellon will meet with the Selectmen next Monday to see what the determination will be. The Chair asked Ed Rowehl if the Board of Selectmen usually put something in writing when sending an applicant to the Board of Adjustment. Rod Zwirner asked if Counsel had given any advice on how the Board should go on this. the answer being no. The consensus of the board was that relocating the building would be an improvement to a congested situation. There was some discussion of the manner by which application can be made.

C&S Realty. The Board discussed the maps. Rod Zwirner clarified the fact that the property still belongs to Joseph and Ann Hyland. The plan is to subdivide this into two lots. Discussed the layout of the access road. The point was made that this plan, that is being reviewed, is a preliminary plan and the Application does not seem to be complete. Ed Rowehl reviewed the procedure prescribed by NHMA and determined that this should be designated the design review phase. Page is to be informed that he needs more complete information before the Board can schedule a public hearing to accept the plans for a preliminary application. These plans can be used for preliminary plans but final approval cannot be granted with these plans. The consensus of the Board being that this can only be reviewed under the design review phase. Page will be informed of this. the board also determined that the application is not complete as it is not dated and is incomplete in other ways. The developer will definitely need a good survey before this can be considered. Rod Zwirner asked that consideration be given to the demolition of the existing building. The secretary was asked to inform Harry Page that the board can only schedule a design review of the subdivision.

The Chair next took up the site plan review. There was discussion of the parking requirement of the site plan review. The Chair recommended that reference be made to the parking requirements of the Antrim Zoning Ordinance. Roads and erosion control were discussed and the Chair suggested that reference be made to the Subdivision Regulations. There was a suggestion that these specifications should be used as an amendment to the Subdivision Regulations. Another subject that might be included in the same manner was erosion and sediment control in order that future problems might be avoided. The Chair also suggested that all definitions used in any of the boards documents might be included in an appendix. The Chair asked for guidance from the board as to whether there should be something more general on roads or something more specific. Rowehl stated that the goal was to have the site plan review ready as soon as possible. The Chair explained the process of approving a site plan review and a subdivision regulation. There should be a public hearing and they can be adopted by the Board. The Chair asked the Board's pleasure. Essex suggested that there be a brief reference in the site plan review and a more complete outline in the subdivision regulations. Henley asked if the Board planned on working on the subdivision regulations in the near future. The Chair stated that if the Board asked her to work on this this can be accomplished at the same time. That is, that the amendments to the subdivision regulations can be accomplished at the same time as the site plan is presented. Ed Rowehl asked if this could be confusing to the public. Rod Zwirner concurred with the chair as both

regulations should be synchronized. The Chair stated that erosion and sediment control has not been covered in the subdivision regulations. Essex expressed the opinion that changing the subdivision regulations will be a major job. The point that Capital Improvement plan should be priority was made. the Board authorized the Chair to work on this with the idea that an amendment can be made to the subdivision regulations and a brief description included in the site plan review. That is, road requirements, erosion and sediment control. Chairman will take these ideas and proceed as fast as we can on this. Rod Zwirner asked about premature subdivisions and asked why Salmon Brook road was not designated as a fragile area. Zwirner asked about the use of Karen Cullen as a consultant. The Board asked Judith Pratt, Chairman, to contact her and ask about cost and any other pertinent information.

Ed Rowehl reported on his consultation with road agent Bob Varnum on the road regulations. it was determined that the 10% requirement be changed to 6%. Rowehl referred to paragraph c. he believes that this is engineering language and should be explained. Page 29 c. will talk to SWRPC. Dead end streets should be changed to "not less than 600 feet unless authorized by the road agent and the planning board." Rowehl expressed the concern that the site plan review and the subdivision regulations say the same thing. Essex raised the point that on page 29 at the bottom the percentage of grade be reviewed. The Board was of the opinion that this remain as it is written. Page 29 3. Pratt will review. Rowehl expressed a question on the minimum radius. Rowehl will check on this. Road construction e.3. should be "paved" roadway surface. On page 30 item e. should be deleted. The Chair will include the fact that all roads and driveways should be paved. Subdivision Regulations to remain as is. Page 31 include the fact that rip rap is required in areas subject to erosion. Judith Pratt will work on the road requirements an bring them back to the board. For Subdivision Regulations and Site Plan Review. Rod Zwirner reported that he has gone to a foresters meeting and that bales of hay are only a temporary remedy.

David Essex discussed the duties of a member of the SWRPC. The minutes of the April 27 meeting were discussed. David Essex raised the point that it was SWRPC that felt that a high intensity soil survey was needed in the matter of Northeast Farms. It was also pointed out that a public hearing in the matter of Harry Page/Joseph Hyland was discussed and not scheduled. Rod Zwirner moved to approve the minutes as corrected above. Second Ed Rowehl. discussed Northeast Farms and the fact that the Board will hear what the applicant has to say at the May 11, 1989

meeting and when all is in order schedule a public hearing before accepting the final plan.

Ed Rowehl moved to adjourn at 9:45.

Respectfully submitted,

Barbara Elia, Secretary
Antrim Planning Board