

ANTRIM PLANNING BOARD

Minutes of the November 20, 2003 meeting

Members present:

Scott Burnside
Ed Rowehl

Mike Genest
Dan Valley

Mike Oldershaw

Members absent:

Fred Anderson
Spencer Garrett

Bob Bethel
Tom Mangieri

Jen Cunningham

Public Attendees:

Paul Matthes
James Harris
Ian Johnson

Betsy Matthes
Joyce Davison
Bill Prokop

Marie Harris
Lucille Roberts

Chairman Rowehl opened the meeting at 7:00 PM. He appointed Mr. Valley to sit for Mr. Anderson and Mr. Oldershaw to sit for Mr. Mangieri. Selectman Prokop asked to speak to the Board regarding a visit by Mary Pinkham-Langer, Gravel Tax Appraiser for the Department of Revenue Administration. She told him that she had issued a notice to a local excavation site operator for failure to file an intent to excavate. She also stated that a number of Intent to Excavate Notices and Reports of Excavated Material were improperly filed out. Ms. Pinkham-Langer said that the following steps had to be taken

1. Send a letter to every operator that all reports have to be updated and submitted.
2. Be sure that all new "Intents" are filled out completely and correctly.
3. Start a new permitting process and have all permits expire yearly or every 2 years.
4. Planning Board should review each site yearly and check the volume taken out and verify the intent.
5. Get 1982 ariel photos of Antrim and compare them to the newest 1998 or 2003 photos, which are updated at SWRPC. Mr. Prokop said the Building Inspector will follow up. These photos will show any expansion of sites. Files should then be reviewed to see if a permit to expand the site was applied for

Ms. Pinkham-Langer said that in her opinion none of the permits should be considered as grandfathered and the burden of proof is on the operators who would need to submit plans and permits. Mr. Rowehl thanked Mr. Prokop for his report and said that the Board would take the matter under advisement.

Mr. Rowehl then turned the floor over to Mr. Genest for a presentation of his committees findings regarding property under consideration for a recreational area. Mr. Genest showed a current map of the Cutter property (map 1C, lot 82) which is under consideration. He also

presented a proposed plan showing a subdivision which would separate the Cutter homestead from the main property and the annexation of property to lot 77. They were considering an easement across the Cutter property to access the recreational area. One consideration was the lack of sufficient frontage on Clinton Road. The Board felt that a variance would be required from the Zoning Board. There was some discussion of using Whiton Road as the access to the recreational area. It was pointed out that Whiton Road is a Class VI road. Mr. Rowehl asked for comments from anyone in attendance. Most public attendees were abutters to the Cutter property. Most of the discussion concerned the access road to the property. Some abutters felt that the committees should have consulted with the abutters regarding the proposed plans. Mr. Genest said that all meetings held by the committee were open to the public. He also said that a new committee was going to be formed and that he hoped one or more of the abutters would serve on the committee. Mr. Rowehl reminded everyone that all the matters were not binding on either the Planning Board or the committee.

The next order of business was a conceptual consultation by Mr. Johnson regarding a building at 10 Water Street, Map 1A, and lots 31, 32 & 33. He proposes to construct four apartments, each about 1,000 square feet. Two would be on the first floor and the other two on the second floor. The basement area of approximately 1,500 square feet would be used as a commercial area for his light manufacturing. He would convert the existing building across the street into storage areas for the tenants. There was some discussion regarding egress for the tenants and adherence to the commercial building codes. Mr. Johnson was advised that multi-family dwelling units were a permitted use in the Village Business District and that he would have to appear before the Board for a Site Plan Review.

Mr. Oldershaw moved that the minutes of the October 16, 2003 meeting be accepted subject to approval by Mr. Genest who was not present. Mr. Burnside seconded the motion which was passed. Insufficient members were present to approve the minutes of the November 6, 2003 meeting.

The secretary presented an updated membership roster and an article regarding the Maharishi "Peace Palace". He also introduced a letter from the Hillsborough Conservation District which stated that they would no longer be providing the service of conducting soil surveys. The Secretary provided information submitted by Mr. Charles Zimmerman regarding the reclamation of his excavation site. In essence, all that was provided was the names and addresses of abutters. Plans for reclamation were pending the results of a land survey.

The members reviewed a proposed budget for 2004 which had been prepared by the secretary. Following some discussion of the various budget items the Board approved the submittal of the budget to the selectmen as presented. The members then reviewed an analysis of existing application fees compared to surrounding towns and proposed increases. Following some discussion Mr. Oldershaw moved to accept the following fee schedule effective immediately.

Minor Subdivision, 3 lots or less	75.00
Major Subdivision, 4 lots or more	100.00 + 50.00/lot over 3 lots
Annexation	75.00
Lot Line Adjustment	75.00
Lot Merger	75.00
Site Plan Reviews	
Home Bases Businesses	50.00
Change of Use	100.00
Major Site Plan Review	400.00 up to 2,000 sq. ft.+ 100.00/1,000 sq. ft. or part thereof
Earth Excavation & Reclamation	150.00
Public Notice Advertisement	80.00
Certification letter to abutters	6.50 each
Zoning Ordinance Manuals	15.00 + 5.00 S & H
Subdivision & Site Plan Review Regulations	10.00 + 5.00 S & H

Mr. Valley seconded the motion which was passed.

The Board then discussed the report given by Mr. Prokop earlier in the meeting. It was decided to invite all existing excavation site owners to a meeting on January 15, 2004 to review the requirements of the Department of Revenue Administration. The secretary will see if Ms. Pinkham-Langer can attend the meeting to present the State's requirements

Mr. Valley moved to adjourn the meeting. The motion was seconded by Mr. Oldershaw and passed. Mr. Rowehl adjourned the meeting at 9:15 PM.

Respectfully submitted,

Paul L. Vasques, Secretary
Antrim Planning Board