

**TOWN OF FARMINGTON
PLANNING BOARD MEETING
Tuesday, February 21, 2012
356 Main Street, Farmington, NH**

Board Members Present: Paul Parker, David Kestner, Charles Doke, Glen Demers

Board Members Absent: Cindy Snowdon

Selectmen's Representative: Charlie King

Town Staff Present: Director of Planning and Community Development Kathy Menici,
Department Secretary Bette Anne Gallagher

Public Present: Neil Johnson, Troy Robidas, Dennis Allfrey

At 6:05 pm Chairman Parker called the meeting to order and all present stood for the Pledge of Allegiance.

BUSINESS BEFORE THE BOARD:

- **Review and approve Meeting Minutes of January 17, 2012**

David Kestner motioned to approve the minutes of January 3, 2012 as written; 2nd Glen Demers. Motion carried with three in favor and one abstaining.

- **Voluntary Lot Merger of Tax Map R16 Lot 002-1 and Tax Map R16 Lot 003 located at 139 Governors Road and owned by Troy and Betty Robidas**

The owners are proposing the merger of the two lots (0.10 acres and 15.38 acres) that they own on Governors Road.

Planner Menici said staff had no concerns about the merger. After a brief discussion, the following motion was made:

Charlie King motioned to approve the Voluntary Lot Merger of Tax Map R16 Lot 002-1 and Tax Map R16 Lot 003 located at 139 Governors Road; David Kestner 2nd. Motion carried with all in favor.

- **Reclamation Discussion for Eben Dorr (R38 Lot 2), Barron Brothers Development / Dorothy Bean Revocable Trust (R21 Lot 15), Cardinal (R31 Lot 17)**

Planner Menici informed the Board that the operators of all three sites have indicated to the CEO that no further excavation activities will take place and reclamation is complete. CEO Roseberry will confirm the reclamation status in late April or early May when growth has started.

David Kestner asked if the potential subdivision on the Dorr lot will affect the time frame for reclamation. The Planner said that it would not and that the twelve months allowed for completion of reclamation is close to expiration. She added that if the subdivision application is brought to the Board prior to that, completion can be

made a condition of approval. Chairman Parker agreed that could be dealt with at the time of application. Mr. Kestner said he wanted to clarify that the reclamation would not be put on hold due to a subdivision application. Planner Menici said State law mandated the time frame and a subdivision application would have no effect on completion of reclamation.

- **Submitted by Steven J. Smith & Associates for informational purposes only: Survey of a portion of Tax Map U2 Lots 76 & 77 located on Central Street and owned by Orchard Circle, LLC**

Planner Menici said the survey presented was for information only. A portion of the boundary but not the entire parcel was surveyed and the plan is to be recorded. State statute requires the plan be submitted to the Planning Board but no action is required or necessary.

At 6:25 pm Charlie King motioned for a 5 minute recess; 2nd David Kestner. Motion carried with all in favor. Chairman Parker reconvened the meeting at 6:35 pm.

- **Subdivision Regulations**

Chairman Parker said the Board has spoken several times about review of the regulations to achieve better clarity and coordination with the Site Plan Review regulations and the Zoning Ordinances.

Planner Menici said she wanted to give the Board an idea of the process she was undertaking. She explained that she was using the Office of Energy and Planning model for subdivision regulations, the changes started by Mike Garrapy in 2004 and the current regulations and comparing each. One area to be looked at is definitions. For instances - of the 23 definitions recommended by OEP, the Town has only six or eight included. The Planner said the document before the Board tonight shows different fonts and formatting to indicate from where the information came. The Planner's changes at this time consist of rephrasing and condensing existing language. The goal is to state information once and with clarity.

Planner Menici said her goal is to use appendices for standards that are not needed for every subdivision such as fire protection and roads. The regulations will specify when a proposed subdivision will need to reference an appendix.

There was a brief discussion regarding how technical the language should be with some members stating that a property owner should be able to read and understand the regulations. The Planner pointed out, however, that a subdivision application is submitted by a licensed surveyor on behalf of the property owner and the professional will be the one to read and follow the requirements in the regulations. All agreed that the regulations should be as readable as possible.

Planner Menici said she has a manual from the Department of Environmental Services titled: Innovative Land Use Planning Techniques: A Handbook for Sustainable Development that discusses low impact development including unique approaches to on site storm water management. She is recommending discussion of some of the sections at the March 6th Workshop Meeting.

Planner Menici said no significant changes will be proposed as part of the revision. The purpose is to make the regulations more concise for the applicant. David Kestner said he would like to see a definition added regarding street frontage to state that the access must be to a Class V or better road. The Planner said that could be added to the definition of a street. Mr. Kestner also suggested that the beginning of the regulations should

have a statement defining when the appendices would not be needed. When all changes are made, the checklist will also be revised so it is in agreement with the regulations.

Planner Menici said when the subdivision regulations are finalized they will set the standard for restructuring the Site Plan Review Regulations.

Glen Demers said the Board is heading in a good direction. Chairman Parker asked if a requirement for colorized plans will be included. The Planner said it would and also that plans be submitted on a CD in pdf format.

The Chairman asked if the public would like to make any comments.

Troy Robidas agreed that he would like to see the regulations simplified and the idea of appendices is good. The Planner said the regulations need consistency and that applicants should not have to go back to their surveyor for changes and/or additional requirements. Small subdivisions should be able to clearly see that if certain requirements do not apply an applicant can submit a letter stating the reasons and request waivers of those requirements.

The next discussion on the subdivision regulations will be at the April 3rd Workshop Meeting and the Planner will have the first section ready for the Board two weeks prior to the meeting so there is sufficient time for the members to review it. The idea is to make the process smoother for both Board and applicant. This will help to eliminate the need for continuances to meet requirements.

- **Any other business to come before the Board**

The Planner brought the Board up to date on Phase 2 at Richard's Way. FST submitted their first report which contains some issues to be addressed in the field. Norway Plains, the owner and the contractor are all working with FST to resolve the issues. The final elevation survey in Phase 1 is lower than the plan and there is a problem tying in to Phase 2. The difference is only a few inches, but there are drainage structures at the juncture. The solution seems to be to take Phase 1 back about 150 feet to correct the level.

Mrs. Gallagher asked in the interests of saving postage, if Board members would be willing to pick up their meeting packets whenever possible. Glen Demers has been doing this for some time and other members agreed they would be willing to pick them up as well. Due to the distance one member lives from downtown, his packets will still be mailed.

There was no other business to come before the Board.

At 7:13 pm Glen Demers motioned to adjourn; 2nd Charlie King. Motion carried with all in favor.

Respectfully submitted,
Bette Anne Gallagher
Department Secretary

Chairman, Paul Parker