Chairman Paul Carideo opened the Planning Board meeting at 7:00 PM. Members present were Paul Carideo, Chad Bennett, Chris Dane, Neil Emerson, Robert Waldron, and Priscilla Lindquist, Ex-officio voting member, and Tina Harrington, Recording Secretary.

Members of the public attending included: Jim Mitchell (Tropic Star) and Penny Williams, media.

**CHAIRMAN’S REMARKS**

The next meeting of the Planning Board is scheduled for Monday, April 6, 2015. The filing deadline for a public hearing is Monday, March 16, 2015.

**OTHER Business** 06-46 Tropic Star Time Extension

Mr. Mitchell was present from Tropic Star Development LLC to ask for a 2 month extension from the February 28, 2015 conditional approval date. Mr. Mitchell explained that they are waiting for the underground storage tank permit and the driveway permit both from the State of NH. He further explained that they are expecting the driveway permit within the next week or so, but with the weather the way it is they would like to move the dates out. The delay with the permitting is due to the split district for the DOT and the pricing of the bond. Mr. Emerson noted that the Planning Board was only looking for the driveway permit. Chairman Carideo agreed with Mr. Emerson and said that the underground tank was an issue with DES and not a condition of the Planning Board. Once they have the driveway permit in hand they will have meet the requirements. Chairman Carideo further explained that the building permits could be held up with the underground tank permits. In looking over the file Chairman Carideo noted that the original approval was December of 2013. He also asked that they take Randy Clark’s name off any further correspondence. Mr. Emerson asked if they were looking to buy the extra time so that they can see if they get the permit before purchasing the property. Mr. Mitchell stated that they already purchased the property and they are already committed to moving forward once they have their permits.

**OTHER Business- Map 06 Parcel 46** Continued from page 1

**MOTION**

**N. Emerson made a motion to grant an extension of the conditional approval to May 28, 2015 for Tropic Star Development LLC. R. Waldron seconded the motion. VOTE: YES C. Dane, C. Bennett, P. Lindquist, R. Waldron, N. Emerson, and P. Carideo.**

**OTHER Business** 10-31, Lawrence Trahan Use Change 315 Kent Farm Road

This was left with the Building Inspector and Fire Department Inspector to check into. K. Emerson has been doing changes of use for a while and decides if it needs to go to the Planning Board. This process will be further discussed in a future work session.

**CORRESPONDENCE**

* *Map 03 Lot 149-* Mill Shore Drive had a wetland permit submitted.
* *Map 01 lot 018- Depot Crossing* The additional bond for $24,500 was submitted to the Planning Board.

**MEMBER COMMENTS**

Chris Dane reported that he looked at the website for the Rockingham Planning Commission to look into adding the intersection of Stage/West/Emerson to the 10 year transportation list. He explained that it was a lot more entailed than he thought and he would need help for items such as engineering costs and construction costs. It was also noted that the due date for any additions had gone by but that it was worth pursuing to get the intersection on the list for a future year.

Chairman Carideo reported that he spoke with the Chief Building Official, Kris Emerson about the change of use noted above and it led to a further discussion about what Mr. Emerson does for the Planning Board etc. Chairman Carideo wants to move forward with having the workshop with Mr. Emerson as soon as they are able and suggested that Monday, March 16th they hold a workshop. He also offered the ability to do it prior to the April 6th meeting or after it. The board agreed that Monday,

**MEMBER COMMENTS** Continued from page 2

March 16th would be a good time to meet with Mr. Emerson. They could meet with Mr. Cricenti later when he is present for a meeting, along with the Town Treasurer, Mr. Williams on bonds.

Chairman Carideo asked the members to go over the procedures and be ready to discuss at this workshop. The members discussed various things they would like to go over such as TRC (Technical Review meetings), office procedures, the website, electronic submission of plans, a FAQ section on the website, best engineering practice, recording of documents, billing and other items. Chairman Carideo noted that he dropped the ball on the website update and will work with Mrs. Theriault on what the Planning Board needs to do. On the engineering practice, it was brought up by Mr. Emerson that some towns have two or three engineering companies and the applicant chooses the one that they want to work with, but must stay with them throughout the process. Chairman Carideo stated that in order to go that way, the Planning Board would be required to submit an RFP for services and update it every few years. He noted one down side to the multiple engineers is that they generally don’t attend a meeting of the Planning Board unless they are working with one of the applicants so meetings could go without an engineer to assist the Planning Board. Mr. Emerson stated that they could set it up whatever way they want that is a fair and thorough process for the applicant and in a way that looks out for the best interest of the town. They agreed to talk to area towns that use that process and see how it works.

**BOARD BUSINESS**

* **Approval of Minutes February 16, 2015** Remove Robert Waldron’s name from the minutes, whereas he was not present. On page 2 on the motion for Depot Crossing, Mr. Bennett had stepped down from the discussion as an abutter and should not be part of the vote and add back when he returned to the board. Page 3 has a spacing issue at requested. Page 4- 2nd line where it talks about “the ramifications”, take out “the” 2nd paragraph correct “Mr. Lancaster said it” to “Mr. Lancaster said he”

**APPROVAL OF MINUTES** Continued from page 3

**MOTION**

**N. Emerson made a motion to accept the minutes of February 16, 2015 as edited. C. Dane seconded the motion. VOTE: YES C. Dane, C. Bennett, P. Lindquist, N. Emerson, and P. Carideo.**

**Abstained: R. Waldron**

Chairman Carideo reported to the members that he had heard from Town Counsel regarding the request to withdraw the road agreement as part of the conditional approval for the Lancaster subdivision (11-60, 11-60-1). Diane Gorrow responded that if Mr. Lancaster would like that condition removed then it would require a public hearing process to have the abutters notified of the condition change. He should be notified that he will need to complete and application for the public hearing and have the abutters notified. The deadline for the April meeting is March 16th for a public hearing.

* **Adjourn** The meeting was adjourned at 7:59 PM.

**MOTION**

**Priscilla Lindquist made a motion to adjourn the meeting at 7:59 PM. C. Dane seconded the motion and it was approved. VOTE: YES C. Dane, C. Bennett, P. Lindquist, N. Emerson, R. Waldron and P. Carideo.**

Respectfully submitted,

 Tina Harrington, Recording Secretary