

TOWN OF JAFFREY
Jaffrey, New Hampshire
PLANNING BOARD
Meeting Minutes
November 9, 2010

Present: Chairman Merrell, Members Deschenes, Kresge, Selectmen's Representative MacIsaac, McCarthy and Moore

Absent: Member Doane, Grodin

Staff: Recording Secretary Lemire, Jo Anne Carr, Director of Planning and Economic Development

MEETING MINUTES APPROVAL

On a motion by McCarthy, seconded by MacIsaac, the September 15, 2010 minutes were approved as submitted. (5-0)

PRELIMINARY HEARING

John O. Field / Nick Drew – Technical subdivision (Monadnock View Dr.)

Mr. Field is proposing a 1.5 acre technical subdivision with Mr. Drew but before finalizing with the surveyor he would like information from the board; specifically what will they require from him in the way of a plan. Both properties have already been independently surveyed and stamped and copies were shown to the board. The question is can the plan submitted to the board focus on the area being transferred.

Chairman Merrell stated that under the circumstances it would not be necessary to re-survey each lot and focusing (surveying) on the area in question is fine. However at the time of application he must present to the board the copy of each survey previously done and any waivers being requested should be in writing. Chairman Merrell suggested that Mr. Field meet with Building Inspector Baron and review the subdivision checklist. For those items that do not apply he can request a waiver.

CALL TO ORDER

Chairman Merrell called the public hearing to order at 7:30 p.m. Notice of public hearing PB 10-09 and PB 10-10 were posted in the Town Office building, the Library; copies were sent to the Planning Board, the Conservation Commission, and the Board of Selectmen. Member Moore would vote.

APPLICATION ACCEPTANCE

1. PB 10-09; Maple Mills, LLC, 443 Squantum Rd., Map 257/ Lot 12.3, Zone: Industrial

A letter was submitted from Attorney Crocker requesting that the board continue the public hearing to the December 14, 2010 meeting. The reason for the request is that one of the abutters, Chessie Holdings, was omitted from the abutters list. Continuing the hearing will allow the proper amount of time for noticing the abutter. As requested the board announced the date and time of the next meeting.

Condominium Sub-division – The applicant proposes a condominium conversion.
Site Plan - The applicant proposes to amend a previously approved site plan.

On a motion by Kresge, seconded by MacIsaac the applications proposing a condominium conversion and to amend a previously approved site plan was not accepted and continued to the December 14, 2010 public hearing (6-0).

2. PB 10-10; Doremus, Nathan / Mousseau, John, 23 & 29 Nutting Rd., Map 238 / Lots 235 and 236, Zone: Residence A (with town water)

TOWN OF JAFFREY
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PLANNING BOARD
Meeting Minutes
November 9, 2010

Technical Sub-division – The applicant proposes a lot line adjustment.

On a motion by McCarthy, seconded by Kresge the application proposing a lot line adjustment was accepted (6-0).

PUBLIC HEARING – NEW

1. PB 10-10; Doremus, Nathan / Mousseau, John, 23 & 29 Nutting Rd., Map 238 / Lots 235 and 236, Zone: Residence A (with town water)

Technical Sub-division – The applicant proposes a lot line adjustment.

Presentation: Nathan Doremus

Appearance:

Mr. Doremus stated that the main purpose for the proposed lot line adjustment is to increase the setback from his barn to the lot line. The shape will basically remain the same as the original lot but it will be in better compliance with setbacks. There will be no new lots created and both lots will remain conforming lots. There is no intention to build anything in the newly acquired area and there is no plan for anything that would encroach on the property line.

As a matter of housekeeping, Ms. Jo Anne Carr, Director of Planning and Economic Development asked how the lots were numbered on the plan. Chairman Merrell stated that they remained as 235 and 236. Ms. Carr pointed out that because the lots are making a transition the numbering should change to reflect that, therefore the lot numbers on the plan should be changed to 235.1 and 236.1.

There being no further questions Chairman Merrell closed the public hearing.

PUBLIC HEARING – CONTINUED

None

DECISIONS

1. PB 10-10; Doremus, Nathan / Mousseau, John, 23 & 29 Nutting Rd., Map 238 / Lots 235 and 236, Zone: Residence A (with town water)

Technical Sub-division – The applicant proposes a lot line adjustment.

On a motion by Moore, seconded by Deschenes the application proposing a lot line adjustment was approved subject to the following condition: (6-0).

Condition:

1. Lot numbers on the plan to read 235.1 and 236.1

OTHER BUSINESS

- CIP presentation (J. Carr / R. Deschenes) –

TOWN OF JAFFREY
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PLANNING BOARD
Meeting Minutes
November 9, 2010

The CIP committee has completed the update of the Capital Improvement Plan and it is now before the Planning Board for their acceptance. Member Deschenes and Jo Anne Carr, Director of Planning and Economic Development made the presentation and answered questions.

During the presentation there was mention of updating the impact fees. Member McCarthy asked what was involved with updating the fees. Ms. Carr stated that they would need to look at the ordinance and be sure they are up-to-date and they need to be sure that they are assessing fees that they are legally allowed to be assessing. Chairman Merrell acknowledged that this was a subject that needed attention and suggested that the board do some research on their own and be prepared to discuss it at the December 14, 2010 meeting. Member McCarthy made the board aware of a 1999 Impact Fee Handbook that is available at the OEP Resource Library.

Although not required, Ms. Carr asked the board if they wanted to hold a public hearing to accept the CIP. It was noted that a public hearing was not held last year; acceptance was made by vote of the board at the time of the presentation. Chairman Merrell opted to do the same this year.

Member McCarthy, as a member of the CIP Committee, acknowledged Ms. Carr for the enormous amount of work she did including answering all of the questions raised by the committee.

On a motion by Kresge, seconded by McCarthy the board voted to accept the CIP. (6-0)

- Discussion of vesting – Emery Meadows (Miken)

Ms. Carr distributed material to the board regarding the subject of vesting and what happens if the board neglects to define “active and substantial” at the time of decision. It was suggested and accepted that the board will review the handouts and be prepared to discuss the subject at the December 14 meeting.

- Open Space adhoc Committee – (Mark Kresge)

The key recommendation and question asked of the committee was is it sensible to have a separate committee. The proposed committee would act in an advisory capacity to the Selectmen and they would address some of the issues that are normally under the planning board and the conservation commission. After discussing it the adhoc committee felt there was a role to be played particularly in the education of the town’s people.

Another recommendation was, in its advisory capacity, the committee will provide recommendations to the Selectmen, specifically on uses and funding and expenditures of the land acquisition capital reserve fund that was created two years ago.

Following 7 public meetings with various interest groups in town a draft plan was created. If a permanent committee is formed one of their mandates would be to formalize the plan.

Member Kresge stated that if the planning board wanted he would draft a letter to the Selectmen saying that they concur with the recommendations to form a committee and that specific proposals should be floated to the planning board. A copy of the letter will be circulated to the board members for comment.

- Driveways –

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The Board of Selectmen submitted comments regarding the proposed driveway regulations:

Section 4:B

Recommend that surety be at least \$1,500 with the amount to be determined by the Public Works Director.

Section 4:C; last sentence

Rather than “the town shall take additional steps” it is recommended to say “the town shall place a lien on the property”.

Establish Section 6

A table with all of the applicable fees shown.

Member McCarthy asked Ms. Carr what would be the board’s next step in this process. Ms. Carr stated that the board could vote to incorporate the proposed changes as recommended by the Selectmen and then schedule a public hearing. The public hearing would be to adopt a Driveway Regulation and to amend the Subdivision Regulations to include the updated Driveway Standards.

During the board’s discussion it was noted that establishing a Section 6 was not needed as there are only a couple of associated fees.

On a motion by McCarthy, seconded by Moore the board voted to accept changes to Section 4 B and 4 C as recommended by the Selectmen. (6-0)

On a motion by Kresge, seconded by Moore the board voted to adopt the Driveway Regulations as amended and proceed to a public hearing on December 14, 2010. (6-0)

- Class VI Roads – Members Moore and McCarthy will meet on Tuesday, November 30 at 5:30 to discuss class VI roads. Anyone wishing to attend is welcome.
- Voluntary Merger (Blazejewski) – signed.

ADJOURNMENT

The meeting adjourned at 9:05 p.m.

Submitted:

Attest:

Erlene Lemire
Recording Secretary

Edward Merrell
Chairman, Jaffrey Planning Board