



# SALISBURY PLANNING BOARD

## Planning Board – Public Meeting August 4, 2014 Meeting Minutes

Doug Greiner, Chairman	- Present	Ken Mailloux – Alternate	- Present
Ray Deary – Vice Chairman/Secretary	- Present	Stacia Eastman – Alternate	- Absent
Anne Ross-Raymond - Member	- Present	Vacant – Alternate	- Absent
Karen Sheldon – Member	- Absent	Vacant – Alternate	- Absent
Joe Schmidl – Selectman Ex-Officio	- Present	April Rollins, Planning Assistant	- Present

**Visitors:** Rouleen Williams, Gracia Snyder Harris

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Chair Greiner opened the meeting at 7:06 p.m.

**Review & Approve the draft meeting minutes of July 7, 2014** – The Board reviewed the July 7, 2014 draft meeting minutes. Anne Ross-Raymond made a **motion** to approve the meeting minutes from July 7, 2014 without correction. Selectman Schmidl **seconded** the motion and the **motion passed unanimously**.

**Public Hearing for Boundary Line Adjustment of two lots; both owned by Rouleen Williams located at 855 Old Turnpike Road (Tax Map 231, Lots 22 & 23)** – Ms. Williams explained she is moving the boundary line of the 12 acre lot to make the total acreage 5 acres. Ms. Williams stated currently the house is a three family, which she intends to sell but both lots have existing septic & well systems. Selectman Schmidl asked if the land was in current use and Ms. Williams replied yes. Ms. Williams provided the PB with the original subdivision map for review of Old College Road (discontinued Class VI road). Mrs. Snyder (abutter) explained the road serves as a right-of-way to her property and has always had a verbal agreement with Ms. Williams. Anne Ross-Raymond suggested language be drafted in both deeds before the land is conveyed to a new owner. The PB reviewed the checklist and deemed the following items outstanding;

- 2(e) – Locus map w/scale
- 2(m) – Signature block - should be changed from Subdivision to Lot Line Adjustment
- 2(n) – Stamp & signatures of all Professionals - signature to be added
- 3(d) – Owner's with Deed references - add to Title Block
- 4(f) – Zoning District - line needs to be added showing residential (300 feet)
- 5(f) – Deeds, deeds of easement or right-of-way, etc. - needs to be clarified legally or a NH DOT driveway permit should be obtained, add language to Note #4 referencing easement for McCarthy property and the language for the PB's approval in 1987 (Surveyor's choice on how to handle)
- 6(b) – Boundary monumentation – new boundary line under 500 feet
- 6(e) – Metes & Bounds descriptions – required for both lots

The PB reviewed a waiver request for checklist items 4(d), 4(g), 4(h), 4(i), 4(j), 4(l), 4(n), 4(o), 4(r) and 6(d). After a brief discussion, Anne Ross-Raymond made a **motion** to accept the waiver requests. Ray Deary **seconded** the motion and the **motion passed unanimously**.

Chair Greiner opened the Public Hearing at 8:24 p.m. and no comments were made. The Public Hearing was then closed. Ken Mailloux made a **motion** to accept Rouleen William's Lot Line Adjustment application as complete subject to the completion of the open items. Ray Deary **seconded** the motion and the **motion passed unanimously**. Anne Ross-Raymond made a **motion** to continue the Public Hearing until September 8, 2014. Ray Deary **seconded** the motion and the **motion passed unanimously**.

**Addition of Subdivision Checklist item** – PA Rollins reported that a note has been added to the Subdivision Checklist and the Lot Line Adjustment Checklist, so the original tax map number stays with house lot for taxation purposes. PA Rollins to send updated forms to web master.

**Status of review of Home Occupations re-draft by ZBA Chair Garvin** - PA Rollins stated a copy of the PB's recommended changes were mailed to ZBA Chair Garvin for review and he was okay with those changes. Anne Ross-Raymond made a **motion** to move forward with a Public Hearing. Selectman Schmidl **seconded** the motion and the **motion passed unanimously**. PA Rollins to schedule a Public Hearing on amendments to the Minor & Major Home Occupation language in the Town's Zoning Ordinance "Appendix A".

**Status Re: PB's Rules of Procedure, Section 20 "Class VI Roads"** – PA Rollins stated she is waiting for an official decision from the Selectmen's Office then will proceed with changes to the Board's Rules of Procedure, which have not been revised since 2008. A discussion was held regarding the PB providing technical review for a recommendation to the Selectmen. The PB reviewed RSA 674:41 I (c). Selectman Schmidl stated he does not feel the applicant should have to go to the Selectmen then to the PB and back to the Selectmen for approval, why include the extra step? Selectman Schmidl noted the applicant could need to meet with the PB twice before a recommendation is given.

### **Other Business**

**Capital Improvements Program (CIP)** – PA Rollins reported she will be sending out CIP forms to Department Heads soon.

**Master Plan** – The PB may consider utilizing the Central NH Regional Planning Commission (CNHRPC) within the next year, to update the 2007 Master Plan.

**Ballam, Greg of Hensmith Road – Major Subdivision** – Selectman Schmidl reported he had a discussion with Mr. Ballam regarding starting the subdivision process. Mr. Ballam indicated he would like to see individual fire suppression systems used versus a cistern. Anne Ross-Raymond noted the last time a cistern was proposed was during the "Thibodeau" subdivision.

**Budget 2014/2015** – The PB was given the Budget Committee's meeting schedule. PA Rollins noted she would like to see daytime hours listed for the Planning/Zoning Office for Tuesdays or Thursdays but this is still in preliminary discussions with TA Warren.

**ADJOURNMENT** –The Planning Board adjourned at 9:03 p.m.

**NEXT MEETING** – Academy Hall on Monday, September 8, 2014 at 7:00 p.m.

Minutes prepared by April Rollins, Planning/Zoning Assistant