



**Salisbury Planning Board
Approved Meeting Minutes
Public Meeting • Academy Hall
November 7, 2022
6:30 p.m.**

Joe Schmidl, Chair	Present	Loretta Razin, Member	Present
Jeff Blanchard, Vice-Chair	Present	William MacDuffie III, Member	Present
John Herbert, Member	Present	David Hostetler, Alternate	Present
William MacDuffie Jr., Alternate	Present	Joe Landry, Alternate	Present
Jeff Nangle, Alternate	Absent	April Rollins, Town Administrator	Absent
Jim Hoyt, Alternate	Absent	Jennifer King, Recording Secretary	Present

Members of the public in attendance: none

Chair Schmidl opened the meeting at 6:31 p.m.

OLD BUSINESS

Approval of Minutes

The Board reviewed the minutes of October 24th, 2022.

Vice-Chair Blanchard noted that he did not see a correction that he requested to the October 3rd meeting minutes, adding that the change he requested was not well defined in the minutes of October 24th.

The Recording Secretary will make sure that the correction is made and that the correct copy is submitted to TA Rollins for posting.

John Herbert **motioned** that they approve the minutes as corrected. Vice-Chair Blanchard **seconded** the motion which passed successfully.

Review Proposed Amendments to Subdivision Regulations

The Planning Board reviewed the proposed amendments to the subdivision

regulations. Chair Schmidl reviewed the amendment process. He noted that the revisions do not have to be addressed at Town Meeting, but can be approved after holding a Public Hearing.

Suggested revisions are as follows:

Page 6:

Master Plan

The Master Plan version cited in the regulations is from 1991, the reference should be updated to 2017.

Vice-Chair Blanchard suggested that they change the reference to “current Master Plan” so that they don’t have to revise the regulations every time the Master Plan is updated.

The Board was in agreement on this revision.

Planned Unit Development/Cluster Development

Chair Schmidl feels this is redundant because ‘Cluster Development and Planned Unit Development already appears on page 5. He suggests they remove this reference from page 6.

Page 7:

Site-Specific Mapping

Chair Schmidl suggested that they drop all references from site-specific mapping, noting that they do not require it anywhere else in the regulations and they do not indicate what they would use one for. It is noted on Page 20, section 1D that “data is to be compiled from site-specific mapping, not to be pulled from county soil survey data.”

Dave Hostetler asked if there is a potential situation in which they would benefit from retaining the option for site-specific mapping.

William McDuffie Jr. added that it used to be that the county data was inaccurate. Chair Schmidl noted that the county maps have been updated over the past several years. They are completely different compared to soil-specific mapping. Dave Hostetler asked if they would be sufficient enough for subdivision planning? Chair Schmidl said that the county level soil maps help corroborate where wetlands are, which is typically sufficient for their purposes. The soils will be identified at the time in the event that a septic system is put in.

The Board was in agreement to remove the last line

pertaining to site-specific mapping from the last paragraph on page 7, and to change the soil survey reference on page 20 to read: "...soil data, **may** be compiled from county soil survey."

Street, Private

Chair Schmidl referenced a line that reads: "Private roads shall not be allowed." Discussion occurred as to how they define a "road" as opposed to a "street" and if there is a difference. Chair Schmidl will do some research to see if there is anything that can help them better define this detail.

Page 14:

Subdivision Review Procedures, Application Review
Public Hearing Requirements

Revisions were made to this paragraph to eliminate redundancies and clarify the types of applications that do not require Public Hearings.

Page 15:

Chair Schmidl noted that there is a reference to a checklist that is not defined.

Loretta Razin said that there are 3 checklists that the Board uses:

Site Plan
Subdivision
Lot Line Review

Page 16:

Signing of the Plan, Item 4:

Discussion occurred on the reformatting of this section.

Page 17:

5-year Exemption:

Discussion occurred on this section. No change proposed for this section, as it appears to cite information from a state RSA.

Page 18:

Lot and Lot Configuration

1.4 acre minimum as long as it doesn't have criteria above" contiguous buildable lot area which shall meet or exceed 70% buildable area. No changes to this item.

Page 21:

Open Space and Recreation land; Section 5:

Discussion occurred regarding the reference to the Shoreline

Protection Act in relation to the buildable area of a lot.

Chair Schmidl said that they will need to check the Open Space Subdivision ordinance and see if they need to tweak any of that language as well. They want to make sure they are consistent.

Page 29:

Item 15: Storm Water and Drainage Facilities Required Improvements. Related to easement.

Section X: Private Roads

Chair Schmidl noted this may be a larger issue than just a rules change.

William MacDuffie Jr. stated that is why it is important to determine how they are going to clearly define what constitutes a road as opposed to a private road or driveway. Chair Schmidl suggested the option of not allowing any new private roads.

William MacDuffie Jr. expressed concern with the liability issues involved with emergency service calls on private drives.

Page 32:

Section 10: Street Standards and Access

Punctuation change needed. Discussion occurred regarding Class V and VI roads.

Page: 44:

Section 16: Public Hearing Requirements

Discussion occurred regarding the proper wording of this section pertaining to mergers.

Updated wording: "No public hearing shall be required and no new survey plan shall be required."

Any Other Business

The next Planning Board meeting is scheduled for Monday December 5, 2022 at 6:30 p.m.

Adjournment

John Herbert **motioned** to adjourn the meeting. Loretta Razin **seconded** the motion and the Board adjourned at 8:08 p.m.

Respectfully Submitted,
Jennifer L. King
Recording Secretary