

TOWN OF THORNTON PLANNING BOARD

Approved on: 5/19/16
PB Initials: [Signature]
Rec'd by Town Clerk on: 5/23/16
Town Clerk Initials: [Signature]

Planning Board Meeting Minutes Thursday, April 21, 2016

CALL TO ORDER – SALUTE OF FLAG:

F. Freeman called the meeting to order at 6:01 pm and led the Pledge of Allegiance.

ROLL CALL:

Members present: B. Dutto, F. Freeman, R. Gilman, G. Kimball, D. O'Donnell,

Alternates present: J. Piehn, C. Schofield

Staff present: B. Regan, Planning Director

Others present: Leslie Fox

PRELIMINARY:

1. Acting Chairman F. Freeman appointed Alternate J. Piehn to sit in place of S. Babin
2. F. Freeman made a proposal that the board consider an act to acknowledge and thank Nancy Decoteau "for her tremendous service and valuable contributions to the town and more specifically the Planning Board over the past several years." He further noted Nancy's "departure would leave a void and she will be greatly missed."

The board, as a whole, agreed that B. Regan should draft a letter of appreciation for signature by the Chairman.

B. Regan noted the Select Board is in the process of selecting a replacement for the Ex-Officio PB member.

MOTION: "To officially acknowledge the contribution of and express appreciation to Nancy Decoteau."

Motion: F. Freeman

Second: G. Kimball

Discussion: None

Motion passes: 6-YES, 0-NO Abstained: 0

APPROVAL OF MINUTES:

MOTION: "To approve the Minutes of Thursday March 17, 2016 as amended."

Motion: G. Kimball

Second: D. O'Donnell

Discussion: B. Regan noted he received minor corrections from individual board members which were incorporated into the minutes as presented.

Motion passes: 6-YES, 0-NO Abstained: 0

NEW BUSINESS:

1. **Red Fox Realty, LLC:** Request for Sign Permit Map 17 Lot 19-15-1 on NH Rt. 49 (Leslie Fox)

F. Freeman recognized L. Fox as present to make a request for a sign permit for her Home Occupation at 878 NH Rt. 49.

B. Regan outlined the documents submitted by L. Fox for review by the board and identified them as:

1. Letter of Request.
2. Sketch of proposed sign content and dimensions.
3. Proposed location map.

B. Regan also presented a worksheet in checklist format for the board's information and use in reviewing.

F. Freeman orally ran through the worksheet/checklist with the applicant and the board.

L. Fox acknowledged she was cognizant of the NH DOT right-of-way and was working with that agency to assure proper placement of the sign in relation to the ROW.

L. Fox further described the sign content and shape.

B. Regan noted that in the proposed location map it looked as though the sign would be placed right on the property line abutting the ROW. He further stated it was likely the NH DOT had some regulation as to signage in or near any ROW and suggested any decision the board might make should be conditioned on the applicant obtaining NH DOT approvals that may be necessary.

L. Fox stated she had made arrangements with a DOT representative to look at the property.

MOTION: "To approve the sign permit request contingent upon L. Fox meeting with representatives of the NH DOT to determine, and abiding, by any applicable state regulations regarding signage along a state road and or right-of-way and further that written evidence of state compliance be presented to the town."

Motion: B. Dutto

Second: G. Kimball

Discussion: None

Motion passes: 6-YES, 0-NO Abstain: 0

2. Planning Director: Planning Board Rules of Procedure

B. Regan present the board with a draft of proposed revisions of the PB rules of procedure for review and discussion.

F. Freeman suggested it would be good for the Board to take some time to review of the proposed Planning Board Rules of Procedure and be prepared to discuss at next month's meeting.

The consensus of the Board was that a review/update of the Planning Board Rules of Procedure should be done and should be further discussed at the May meeting.

F. Freeman tabled the item for further discussion at the next meeting.

B. Regan will place the matter on the agenda for May's regular PB meeting.

PUBLIC HEARINGS: None

OLD BUSINESS:

1. "Waterville Birches" Site Plan signing.

B. Regan stated that the "Waterville Birches Phase II" site plan had been conditionally approved by the Planning Board. There were four (4) conditions set forth in the Notice of Decision issued 09/23/2013. They were:

1. State Attorney General approval of the Condominium Association Documents
2. NH DES approval of the Site Alteration of Terrain Permit
3. A Phasing Plan of the proposed approach for satisfying the Letter of Credit requirements for the four phases of the development: 2.1, 2.2, 2.3 and 2.4 shall be provided.
4. A Letter of Credit for phase 2.1 with reasonable detail concerning the breakdown of the specific elements associated in phase 2.1 covered by said letter shall be provided.

B. Regan advised the board, as that all four (4) conditions have been satisfactorily met and the Mylar was ready for signature.

The Mylar and paper plats of the site plan were signed and dated by F. Freeman and B. Dutto.

NON-PUBLIC: None

CORRESPONDENCE:

B. Regan presented and commented on the following items of correspondence as may be of concern or interest to the board:

1. Attorney Matthew Serge, DrummondWoodsum: CBDA II Motion for Reconsideration.
2. Office of Energy & Planning: Spring 2016 Conference Announcement.
3. Thornton ZBA: Notice of Decision regarding Pope Auto Sales.
4. N. Decoteau: Letter of notice of departure as Ex-Officio.
5. White Mountain Gateway Economic Development Corp.-Municipal Meetings.

OTHER:

B. Regan passed along a message from former chairman Tyler Phillips sending his thanks to the board for all of their work relative to the CBDA matters. The board expressed their appreciation and reciprocated by thanking T. Phillips for his contributions.

F. Freeman brought up a previous subject of general discussion...The Northern Pass Project.

J. Piehn noted the presence of some sort of stakes/markers along the Rt. 3 corridor.

D. O'Donnell presented a letter she had written relative to this subject matter.

F. Freeman read the correspondence for the benefit of the board.

MOTION: "To accept the correspondence from D. O'Donnell and forward it, as a concern of this board to the Board of Selectmen."

Motion: G. Kimball

Second: J. Piehn

Discussion: None

Motion passes: 5-YES, 0-NO Abstained: 1 (D. O'Donnell)

ADJOURNMENT:

The following motion was made at 6:55 p.m.

MOTION: "To adjourn."

Motion: G. Kimball

Second: B. Dutto

Discussion: None

Motion passes: 6-YES, 0-NO

Respectfully Submitted,

Brian Regan, Planning Director