
Planning Board Minutes 2/16/16

Planning Board
February 16, 2016
Approved April 19, 2016

Members Present: Bruce Healey, Chair; Tom Vannatta, Vice-Chair; Ron Williams, Bill Weiler, Bob Caia, Members; Russell Smith, Ex-officio Member.

Mr. Healey called the meeting to order at 7:04 p.m.

ADMINISTRATIVE BUSINESS

Minutes

The Board reviewed the minutes of December 15, 2015 and made corrections. Mr. Vannatta made a motion to approve the minutes as corrected. Mr. Weiler seconded the motion. All in favor.

The Board reviewed the minutes of January 13, 2016 and made corrections. Mr. Weiler made a motion to approve the minutes as corrected. Mr. Caia seconded the motion. All in favor.

The Board reviewed the non-public minutes of January 13, 2016 and made corrections. Mr. Healey made a motion to approve the minutes as corrected. Mr. Caia seconded the motion. All in favor.

The Board reviewed the minutes of January 19, 2016 and made corrections. Mr. Williams made a motion to approve the minutes as corrected. Mr. Weiler seconded the motion. All in favor.

CASE: Case: 2016-002: ~CONCEPTUAL- Site Plan - Hokanson Realty LLC- Kitewing LLC /William Tuthill (Agent)
Map/Lot 020-156-327 - located at 4 Route 103A

William Tuthill met with the Board. He said Kitewing is renting the building and is considering purchasing the property. He said he wanted to check with the board on sign ordinances and to let the board know about the kind of business on the premises. The business requires inventory storage primarily and has an international customer base.

Mr. Tuthill discussed the current conditions of the building and noted that he and his partner want to purchase the building. He added that if they buy the property, they will have rental space available.

Discussion followed regarding the types of potential businesses that may want to locate at that site, the needed parking spaces, etc., and what kind of application might be needed for Board consideration.

Mr. Tuthill said Kitewing requires space for light assembly and inventory storage.

The Board concurred that if/when Mr. Tuthill and his partner purchase the property, he/they should return to the Board for another conceptual and further guidance moving forward.

CASE: Case: 2016-001: ~FINAL- Minor Subdivision - Mark & Anne Hilton ~ ~Tom Dombrowski (Agent) Map/Lot 044-595-056 - located off South Road.

Mr. Healey read into the record the following Public Notice:

You are hereby notified that the Planning Board will receive submission of an application for a Final Hearing for a Minor Subdivision from Mark and Anne Hilton, for property located on South Road, Newbury, NH, Tax Map 044-595-056 on Tuesday, February 16, 2016, at 7:30 p.m. in the Town Office Building at 937 Route 103 in Newbury, NH. If the application is accepted as complete, a public hearing on the application will commence at the same meeting. Copies of the plan are available for public review at the Town Office Building during regular business hours. Business hours are as follows: Monday, Tuesday, Thursday, and Friday from 8am to noon.

The application was reviewed for completeness.

Mr. Williams made a motion to accept the application as complete. Mr. Vannatta seconded the motion. Mr. Healey called for a Roll Call vote.

In Favor: Mr. Smith, Mr. Williams, Mr. Weiler, Mr. Vannatta, Mr. Healey, Mr. Caia

Opposed: None

Tom Dombrowski, agent, presented to the Board. He said the Hiltons propose to create a lot (Lot #1) on the east side of South Road of 2.83 acres, leaving over 35 acres as Lot #2. He said the DES subdivision approval for Lot #1 has been received. He noted that the plan shows steep slope locations. Additionally, Lot #1 is oddly shaped in order to keep the corners out of designated wetland.

Mr. Dombrowski noted that the pins were set on January 13, 2016 and that a driveway application is approved. There is one driveway indicated on the plan. He added that the soil types on the property are predominately sandy/gravel soil and the aquifer boundaries are marked on the plan.

There being no further questions from the Board, Mr. Healey opened the hearing to the Public.

There being no Public present, Mr. Healey closed the public portion of the hearing and the Board went into deliberations.

Mr. Healey cited Section 20.6 of the Newbury Zoning ordinance pertaining to the Aquifer Protection Overlay District and noted that if a building permit is applied for on the lot under discussion, the conditions apply as detailed in Section 20.6. There was Board consensus regarding this point. Mr. Healey added that the Code Enforcement Officer will receive a Notice of Decision containing this stipulation to ensure adherence to the regulations covering the aquifer overlay district.

There being no further deliberations from the Board, Mr. Healey called for a Motion to Vote.

Mr. Weiler made a motion to approve the application for a minor subdivision with the condition subsequent that the applicant and subsequent property owners shall comply with all Town regulations and ordinances including the provisions of the Aquifer Protection Overlay District and Section 20.6 Performance Standards in particular. Mr. Vannatta seconded the motion. Mr. Healey called for a Roll Call vote.

In Favor: Mr. Smith, Mr. Williams, Mr. Weiler, Mr. Vannatta, Mr. Healey, Mr. Caia

Opposed: None

Mr. Healey informed the agent/applicant that he/they or any party directly affected by this decision may appeal to the proper Board or Superior Court within thirty (30) days of this decision.

ADDITIONAL BUSINESS

Master Plan 2017 Update

Mr. Vannatta reported that the title of “Envision Newbury 2027” was chosen as the name of the Master Plan update document and project. He noted that multiple stakeholder interviews have been conducted by Steve Whitman with The Fells, Ausbon Sargent, and the Newbury Conservation Commission.

Mr. Vannatta noted that the Facebook page for the Master Plan is now active. Postings may be made by Mr. Whitman, the Town Administrator, and the Town Administrative Assistant. Plans include connecting with the websites of neighboring towns.

Additional informational outreach includes items in the town newsletter and an announcement at Town Meeting. Mr. Vannatta noted that the large “visioning sessions” will occur on June 18, 2016 and August 27, 2016 (both at 9:00 a.m.) as well as at the Summer Informational Meeting. He added that in April, a survey will be put online along with hard copies mailed to residents. Additionally, there will be a survey for youngsters to fill out at the library.

On March 2, 2016, there will be an interview session with local businesses regarding economic development. It will be held at 4:00 p.m. at the Town office. On March 25, 2016 the steering committee will meet with Mr. Smith chairing.

Vacation Schedules

Mr. Healey informed the Board that he will be away from February 20, 2016 – April 2, 2016.

Mr. Caia informed the Board that he will be away from February 25, 2016 – May 5, 2016.

Mr. Healey noted that Mr. Weiler will chair the PB meeting on March 15, 2016 and that Mr. Caia will chair the Master Plan Update steering committee after May 5, 2016.

March Elections

Mr. Healey noted that there are two 3-year term positions on the Board and one 1-year term that are open. He said Mr. Weiler is running for one of the 3-year term positions and that Mr. Geddes has agreed to file for the one 1-year term position. Additionally, Mr. Healey said Mike Beaton has expressed interest in joining the Board.

Mr. Vannatta reminded Board members that the League of Women Voters will hold a forum for candidates on February 24, 2016 at 7:00 p.m. at the Town Office.

Mr. Smith made a motion to adjourn. Mr. Weiler seconded the motion. All in favor.

Meeting adjourned at 8:45 p.m.

Respectfully submitted,

Meg Whittemore
Recording Secretary

