

**NORTHFIELD PLANNING BOARD
JANUARY 14, 2004 MINUTES**

Members present: Fran LaBranche, Dick Maher, Christopher Hunt, Glen Brown, Bill Dawson, Doug Read, Gloria Pickering. Also present: Greg Tansley, LRPC, Mike Izard, LRPC and Eliza Conde, Secretary.

Glen Brown moved, seconded by Bill Dawson to accept the minutes of January 7, 2004 with correction of Fran LaBranche's name. Motion passed.

Bill Dawson moved, seconded by Fran LaBranche to accept the minutes of December 10, 2003 as read. Motion passed.

Adopt National Flood Insurance Program Requirements: Christopher Hunt explained that the Subdivision and Site Plan Regulations do not presently comply with Federal regulations. Motion made by Glen Brown, seconded by Dick Maher to:

Revoke 7.17 A, B, C, D, E and replace with the following:

1. *The Planning Board shall review the proposed development to assure that all necessary permits have been received from those governmental agencies from which approval is required by Federal or State law, including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334.*
2. *The Planning Board shall require that all proposals for development greater than 50 lots or 5 acres, whichever is the lesser, include Base Flood Elevation (BFE) data within such proposals (i.e. floodplain boundary and 100-year flood elevation).*
3. *The Planning Board shall require the applicant to submit sufficient evidence (construction drawings, grading and land treatment plans) so as to allow a determination that:*
 - a. *all such proposals are consistent with the need to minimize flood damage;*
 - b. *all public utilities and facilities, such as sewer, gas, electrical and waste systems are located and constructed to minimize or eliminate flood damage; and,*
 - c. *adequate drainage is provided so as to reduce exposure to flood hazards.*

(continued)

Subdivision Regulations

Revoke Section 7.2 A and B and replace with the following:

- 1. The Planning Board shall review the proposed development to assure that all necessary permits have been received from those governmental agencies from which approval is required by Federal or State law, including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334.*
- 2. The Planning Board shall require that all proposals for development greater than 50 lots or 5 acres, whichever is the lesser, include Base Flood Elevation (BFE) data within such proposals (i.e. floodplain boundary and 100-year flood elevation).*
- 3. The Planning Board shall require the applicant to submit sufficient evidence (construction drawings, grading and land treatment plans) so as to allow a determination that:*
 - a. all such proposals are consistent with the need to minimize flood damage;*
 - b. all public utilities and facilities, such as sewer, gas, electrical and waste systems are located and constructed to minimize or eliminate flood damage; and,*
 - c. adequate drainage is provided so as to reduce exposure to flood hazards.*

Motion passed.

Adopt the revised Merrimack County Soil Classifications for Subdivision regulations. Christopher Hunt explained to the Board that the soil classifications and categories have been extensively updated and renamed. The purpose of adopting the revised Soil Classifications is to replace the current Soil Classifications in the Subdivision Regulations with the new revised Classifications. Motion by Glen Brown, seconded

Cross Mill Village, LLC and MATJRM II, LLC: Continuation of Site Plan Review for a proposed 70 unit condominium residential development for 55+ years residents. Development to comprise of 35 duplex units on 52.95 acres on Cross Mill Road, Tax Map R4, Lots 2,4,5 and 6 in the R-2 zone. Rick Lepene, representing the applicants, had requested that the Site Plan Review be continued until the next meeting as they were not ready with all information for this meeting. Fran LaBranche moved, seconded by Bill Dawson, to continue this site plan review until the next meeting. Motion passed.

Kim Lewis & Leroy Young: Application for a Boundary Line Adjustment between Map R9, Lots 13 and 14. Mr. Belanger, representing Kim Lewis had asked that this application not be considered at this meeting as it is not complete. Dick Maher moved, seconded by Bill Dawson that this application is incomplete. Motion passed.

To adopt the 2003 revised Capital Improvements Program document: Christopher Hunt explained that the CIP document needs to be approved by the Planning Board to comply with Master Plan and Growth Management Ordinance requirements. Mike Izard presented the board with draft copies of the document as reviewed and revised by the CIP committee. Albert Cross asked about Elm Street engineering study not being included in the CIP. It was included in the 2004 Selectmen's budget. Mike Izard noted that the CIP is the responsibility of the Planning Board and is to be used as a planning tool. It bridges the gap between the fiscal and planning impacts on the town's budget.

Considerable discussion revolved around whether to include the school's projects in the town's CIP document. The consensus seemed to be that the Board would like to see some indication of projected Capital Improvement projects for the Schools in order to better plan the whole budget. This can be included in next year's updated CIP. Mike Izard noted that population figures can be updated annually also. Christopher Hunt commented that the CIP is on a disk so that it can now be more easily updated annually.

Dick Maher suggested that the T/N Economic Development Corp. might be able to get grants for the proposed engineering study for sewer on Route 140. He commented that the Sewer Department doesn't feel there would be enough connections to make this project worth while, however, it is important to protect the aquifer. Perhaps there should also be a study of continuing the sewer line down Route 132 for future commercial use.

Glen Brown moved, Dick Maher seconded, to accept the CIP document as presented for planning purposes. Motion passed.

Christopher Hunt signed a lot merger document for George Lees, III.

Informal discussion: Randy Barclay asked what the status is of the SJ Equipment application. Christopher Hunt stated that there is no application before the board at this time and the project will not be discussed until an application comes in. All abutters will be notified at that time.

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The Board received a letter from Bart Mayer with comments and suggested changes for the proposed zoning amendments. Fran LaBranche inquired about forming a subcommittee to review the zoning ordinance, uses and zones during 2004. Greg Tansley suggested that the board wait until after town meeting when they will know what has been changed through amendments.

Meeting adjourned at 8:50 PM.

Respectfully submitted,
Eliza Conde, Secretary