

**NORTHFIELD PLANNING BOARD
WORKSHOP – May 30, 2007**

MINUTES

Members present: Doug Read, Fran LaBranche, Bill Dawson, Michelle Bonsteel, Glen Brown, Wayne Crowley. Also present: Lisa Martin and Eliza Conde, Secretary.

Building permit on Class VI road (Tax Map R21, Lot 33F): Michelle Bonsteel reported that the Highway Superintendent and Code Enforcement Officer are both opposed to issuing a building permit on this portion of Bean Hill Road because of the condition and slope of the existing road. Fran LaBranche moved, seconded by Glen Brown to recommend that the Selectmen do not approve this building permit application because both the Highway Superintendent and the Code Enforcement Officer have reported that this portion of Bean Hill Road is too far below standard.

Discussion followed relative to concern about limiting landowner's rights, making conditions that the road be upgraded, etc. Members reviewed the Class VI Road policy and determined that it requires extensive information which has not been submitted. Although members did not want to contradict the opinion of Mike Summersett and Dana Dickson, they determined that the town's policy requires that the current condition of the road in question must be submitted in order for the Selectmen and Planning Board to make a decision. Fran LaBranche withdrew his motion and recommended that this item be continued until the next meeting when more information can be submitted. Discussion followed relative to the policy and who is supposed to provide the required information. A letter will be sent to the Selectmen stating that the Planning Board has not received adequate information as per Section III, 1.1 and 1.2 of the Class VI Road policy and therefore could not make a determination as to the feasibility of upgrading this road. The letter will also refer to Article II of the policy. Only after the appropriate information is provided can a decision be made as to whether it is premature development, etc.

Dana Dickson had asked the board to comment on a potential application for a distribution center at Borda's property on Route 140 which would include a small fleet of vehicles. Chairman Bonsteel commented that it is always worthwhile to come before the Board with a project.

Michelle Bonsteel reported to Lisa Martin that there has been a considerable amount of silt going under the Winnepesaukee River trail into the river from the Cross Mill Village project. Lisa Martin will follow up on this issue.

Work on the regulations:

- Page 23 – first line.....change to HS-20
- Page 24 – change “will” to “shall”
- Page 25 - #18.....”attenuators” #20....change to match driveway standards
- Page 26 - instead of “Highway Superintendent” insert “Highway Superintendent OR Planning Board designee”

- Page 27 – Driveways – Just reference the current driveway regulations, keeping #1 to read “All driveways connection to town roads must be built and maintained in accordance with the current Town of Northfield Driveway Regulations.”
- Page 28 - R. Road Acceptance Requirements – this section is out of order and should become section 8.4 and then change the numbering of the subsequent sections. Plans are to be submitted to the Planning Board, two sets of mylars, stamped by a licensed professional engineer. Section 8.2 B.....or “Town of Northfield Driveway permit from Highway Superintendent or Planning Board designee for access from town road”
- Page 29 8.2 G “Three complete sets of the above preliminary plans shall be required for the Planning Board use. These three sets of plans shall be submitted to the Selectmen’s Office, with one being held for abutter and Selectmen review at the Town Hall, one for review by the Highway Superintendent and one for review by the Town’s Consulting Engineer.” 8.3 B “Sewer Commission or designee” and “Highway Superintendent or designee” – approval from Sewer Commission required.
- Page 31 – these definitions need to be included with the definitions at the beginning of the document.
- Page 33 – Source of Soil Information – reference the current document. Lisa will confirm the correct document to reference. Leave out the charts for soils.

Preliminary versus final applications for subdivisions: Mike IZard sent a letter explaining that our current regulations do not clearly delineate a preliminary application from a complete one. This issue needs to be addressed within the subdivision regulations. A preliminary application should not be considered complete, but for discussion only. This will remove the 60 day timeframe issue for applications, as an application will not be deemed complete until all items are submitted. A checklist for a complete application needs to be included within the regulations.

Lisa Martin will make the changes to the subdivision regulations as discussed at the April 26 and May 30 meetings. She will then review the site plan regulations to see if there are any conflicts.

The next workshop is scheduled for June 21, 2007 at 7 pm.

Meeting adjourned at 9:30 pm.

Respectfully submitted,

Eliza Conde, Secretary