

**TOWN OF NORTHFIELD
PLANNING BOARD
January 7, 2013
Minutes**

Members present: Doug Read, Kim Robichaud, Jason Durgin, Wayne Crowley and Glen Brown.
Also present: Dari Sassan, LRPC. Members absent: Mike Murphy and Peg Shepard.

Minutes: Glen Brown moved, seconded by Jason Durgin to approve the minutes of December 3, 2012 as read. Motion passed.

Mark Hayes: Application for a Minor Site Plan Review to add a 20' x 27' retail shop for Highland Mountain Bike Park at 75 Ski Hill Drive (Tax Map R17, Lot 21-2) in the Conservation Zone. Mark Hayes explained that he currently sells "lifestyle" clothing such as T-shirts, sweatshirts, glasses, etc. in the bike rental and repair shop. Separating the clothing from the repair shop will be better for sales and allow non bikers space to shop. The 20'x27' addition will be attached to the office building. It will not be heated or have plumbing and electricity will be accessed from the existing building. The building will be on sauna tubes and will have no impact on parking or lighting. The new shop will not impact traffic as it will be utilized by people who are at the area already for biking.

Dari Sassan asked about the wetlands restoration project that was indicated on the map submitted with the application and whether this building will create any additional runoff. Mark Hayes explained that DES had required him to restore the snowmaking pond and create a storm water management plan which has been done. The building will have a stone drip edge for roof runoff and since the area is vegetated downhill from the building there shouldn't be any impact to the pond.

Public hearing opened and closed with no comment.

Kim Robichaud moved, seconded by Glen Brown to accept the application as complete. Dari Sassan noted that technically there are some required items for site plans that are missing, but not ones that would impact the Board's ability to make a decision. Motion passed.

Jason Durgin moved, seconded by Kim Robichaud to approve the application as submitted. Motion passed.

Chester and Margaret Miller: The Millers responded to the letter from the Board indicating that they believe they are in compliance and asked the Board to visit the site. A site walk is scheduled for Saturday, January 12, 2013 at 8 am.

Excavation Reports: Wayne Crowley has reviewed the reports as submitted and determined that the report form needs some revisions to clarify the report. For instance the form does not indicate which unit of measure is required, the number of acres currently open, number of total acres, etc. It was agreed that the Board should schedule a site walk to visit the excavations in the spring.

Expiration dates for approved plans: The Subdivision Regulations do not currently indicate that an approved subdivision must be signed and recorded within any specific time frame. The current

procedure is that after a plan is approved by the Board, the applicant submits the final mylar to be signed by the Chairman and then it is recorded at Merrimack County Register of Deeds. We have one subdivision that was approved in November, 2008 which has not been signed and recorded. Dari Sassan will do some research on this issue to determine an appropriate time limit to be included in the regulations.

Master Plan update: The updated charts and graphs have been incorporated in the plan. The concern now is how to update the verbiage. It was agreed to send a copy of the sections relative to the school district, fire district and other departments for their input and update. This will be on the March agenda for the Board's review of updates made.

Meeting adjourned at 8:30 pm.

Respectfully submitted,

Eliza Conde, Secretary

Minutes approved 02-04-2013