

**TOWN OF NORTHFIELD
PLANNING BOARD
August 5, 2019
MINUTES**

Members Present: Jason Durgin, Wayne Crowley, Doug Read, Christina Beadle,
Sheena Duncan, Amy Robillard
Also Present: Dr. Tracey Hutton

Having a quorum established Chairman Jason Durgin called the meeting to order at 7:00 PM.

Durgin asked if the Board would object to changing the order of the agenda to take **Other Business** prior to the more “workshop” type items. Seeing no objections the meeting continued.

1. Minutes: Crowley/Beadle moved to approve the minutes of July 1, 2019 as written. **Motion passed with one abstention.**

2. Park and Go – Map U08-Lot 143 & Map U09-Lot 38 - 133 & 135 Park Street
Jacques Belanger, Surveyor

Mr. Belanger, on behalf of the owner, presented the Lot-line Adjustment application. There are going to be some improvements made to the gas station and in order to place the pump canopy all on one lot the adjustment is necessary. The lots have water and sewer and neither lot becomes more non-conforming.

The entirety of the property will be monumented; areas of pavement will have rebar driven into the pavement similar to the current situation.

Crowley/Duncan moved to approve the three application waivers requested as presented. **Motion passed.**

Crowley/Robillard moved to accept the application as complete. **Motion passed**

Durgin opened the public hearing at 7:07pm.

Durgin closed the public hearing at 7:08pm.

Crowley/Beadle moved to approve the lot line adjustment as presented. **Motion passed.**

3. Other Business - Cross Mill Village – Informal Discussion

There were three individuals present representing Cross Mill Village; Attorney Stephan Nix, owner Dwight Barton, and Realtor Jim Miller.

Attorney Nicks began the conversation by identifying three issues that the developer would like to have clarified prior to the development being re-kindled; the letter of credit requirement, the possibility of phasing the development, and an updated letter of requirements.

Attorney Nicks conveyed Mr. Barton’s desire to provide a bond rather than a letter of credit to provide surety for the project going forward. Ms. Duncan asked Attorney Nicks for a synopsis of the difference between a letter of credit and a bond. Chairman Durgin directed the Board to the materials in the packets provided by Dr. Hutton explaining the difference between a letter of credit and a surety bond. Attorney Nicks explained that a letter of credit is a security in the full amount of the letter. The developer has to have double the capital for the improvements. On the other hand, a surety bond is an insurance policy that is paid for once.

Mr. Crowley stated that it is easier to access a letter of credit than to call a bond, in this case, the letter of credit may be the desire of the Board. Ms. Beadle mentioned that a letter of credit is more “liquid.” The Board was in consensus that they wanted to maintain the requirement as a letter of credit rather than the requested surety bond.

Next, Attorney Nicks asked about phasing the project. This issue goes hand-in-hand with the letter of credit in that the size of the letter of credit will depend on the improvements in a particular phase of the development. Chairman Durgin asked what the applicant had in mind for the size of each phase. Attorney Nicks said that the first phase would finish the started pod of development; from there it would be up to the developer. Attorney Nicks asked if new plans would be required or if they could simply mark up the existing plans.

Mr. Crowley asked for clarification on the developer. The applicant responded that the development was for sale and that it would be the responsibility of the new owner to meet the Board's requirements. Chairman Durgin confirmed that the approval runs with the land. Ms. Duncan asked what the process would be and if there would be a new application. It was established that this would be an amendment to the existing approval and that surety amount would have to be reestablished. In addition, the requirements of the HEB Engineering requests from 2017 would have to be met.

4. Zoning Review:

a. Accessory Use/Structure - Article 7.6

Discussion ensued regarding wording changes that would allow dry storage to be built on land without a primary residence on the same property.

The definition is proposed to be updated to be for an Accessory **Building** rather than **Structure** to make the terminology in the ordinance consistent.

Dr. Hutton was directed to come up with a wording for the definition of dry storage as a **use** that can be listed as a primary use in Table 1. This would be non-commercial storage not to be used as a dwelling. It would be allowed by Special Exception in Con, WR, and R2 and as a Permitted Use in all other districts.

b. Manufactured Homes, Home Parks & Camping Trailer Parks – Article 10

Article 10.1 (a) Discussion ensued regarding adding manufactured home, camper or travel trailer to line one.

Dr. Hutton was concerned if individuals used campers as dwelling units year round that there could be freeze ups creating problems with sewage disposal. She explained that DES does not have requirements for disposal for campers on individual lots. Chairman Durgin stated that the ordinance was vague for enforcement purposes requiring only "adequate sewage disposal."

Mr. Crowley and Mr. Read were in agreement that this should be handled on a case-by-case basis and that any attempt to regulate here limits an individual's rights. Dr. Hutton and Chairman Durgin were concerned about the rights of the abutters.

Further discussion would be necessary on this topic as well as a definition for camper. Discussion to be continued at the next meeting,

c. Zoning on Hodgdon Road & Crossmill Road

This discussion was tabled till the next meeting.

The next meeting will be September 9th due to the Labor Day holiday.

There being no other business, meeting adjourned at 8:47 pm

Minutes of approved on September 9, 2019