

PLANNING BOARD MEETING MINUTES
NOVEMBER 16, 2022, 7:00 PM AT DUNBARTON TOWN OFFICES

The chair called the meeting to order at 7:00 p.m.

Roll Call Attendance

Alison Vallieres, Ex-Officio Justin Nault, Vice Chair George Holt, Chair Chuck Frost, Secretary Ken Swayze, Jeff Crosby

Business

The chair confirmed with the secretary that this meeting was posted in two places and on the Town's website.

1. Approval of Minutes:
Ken Swayze moved to accept and approve the minutes of the October 19, 2022 meeting; Justin Nault seconded the motion. All were in favor.
2. Correspondence – None
3. Selectmen's Report – Selectman Nault reported that the new Building Inspector has started; Donna said it seems to be working out well so far. The inspector has a Town cell phone which makes communication easier during the week, rather than having to wait for him to be in the office.
4. Building, Planning and Zoning Department Report – Donna reported that the certified record has been submitted to town counsel for the Guiney/Kelsea Road matter.

Conceptual Consultation – Elisabeth and Brandon Waltz met with the Board to discuss the possibilities of subdividing their lot, C8-01-02, which is accessible from Hooksett only. Ken Swayze stepped down from the Board for this discussion. The 30-acre lot is off the end of the cul de sac on Quimby Mountain Road but lies completely in Dunbarton. Mrs. Waltz handed out copies of the area map that showed the lot and its proximity to the Hooksett line and Quimby Mountain Road. She also handed out a copy of their lot with lines depicting a possible subdivision configuration. The couple explained that they do not need the full acreage for their own home, so they were considering a subdivision and looking for input from the Board. It was presented that they would like to do a private, gravel road rather than incurring the cost of building the road to Town specs and having to pave it. They have spoken with a couple of civil engineers about the design and cost of a road to create frontage for the proposed lots. Board members spoke of concerns such as emergency services, school buses, addresses, and how this would be handled with the Town of Hooksett. The owners were advised to contact Hooksett for a conceptual consultation. Donna will contact Hooksett about access to the lot for the purpose of issuing a building permit for the lot.

Ken Swayze returned to the Board.

Old Business - None

New Business – None

Other Business

Acceptance of roads – Jeff Crosby informed the Board that Bob Pike has approached the Town to accept and maintain the roads at Countryside Estates and on Zachary so that Certificates of Occupancy can be issued. The Selectmen met with Mr. Pike last week and agreed to accept the roads as substantially complete. Bonds remain on both projects. Jeff said the Town Administrator mentioned having a public hearing for the acceptance of the roads. Board members agreed that the Selectmen have that authority to accept the roads.

Workforce Housing Ordinance – The Board has met several times to review and revise a proposed draft of recommended changes to the existing Workforce Housing Ordinance. Over the course of several meetings, members have discussed whether there is a need to change the ordinance, the potential for workforce housing in Dunbarton, and the result of the suggested changes in the event a proposal is presented to the Board. The Board came to the consensus to present the revised ordinance, as drafted by Central N H Regional Planning Commission, to voters in March. Donna will prepare the document and amendment wording for public hearing. **George Holt moved to hold a public hearing on the proposed revisions in January; seconded by Justin Nault. All were in favor.**

Land Development Regulations – Donna said there are some other sections of the draft handbook that the Board said they wanted to discuss further when doing the initial review. Section 8.17 -Shoreland Protection – George Holt will review and submit feedback. Section 8.21 – Screen and Buffering – Jeff will review, along with Donna. Section 9 – Architectural Design Review and Section 10.7 – Technical Review Committee Procedures will be reviewed by the full board. These sections will be placed on the December agenda.

ZBA case - George Holt spoke about the recent decision to grant a variance for reduced frontage to Wayne Mills. He said, in his point of view, the ZBA made an error and should not have occurred. He said he understands the density will be the same as if they had done a large lot zoning subdivision, however, the variance is allowing a non-conforming lot and sets a bad precedent. George said nobody else has been interested in challenging the decision, so he will let it go. Jeff Crosby said the applicant had the right to go before the ZBA. He had a reason for wanting the variance, the board made a decision, and it appears to have been done procedurally correctly. George said it leaves the door open for other cases, but he understands. Alison Vallieres said each case before the ZBA is judged on its own merits.

Ken Swayze moved to adjourn the meeting at 8:15 p.m.; seconded by Justin Nault. All were in favor.

Respectfully submitted,
Donna White