

MINUTES OF THE MEETING
OF THE
CANTERBURY PLANNING BOARD

February 24, 2015

The Chair called the meeting to order at 7:00 p.m. It was determined that a quorum was present.

BOARD MEMBERS PRESENT: Art Rose, Chair, Jim Snyder, Vice-Chair, Doug McCallum, Chris Blair, Joshua Gordon, Tyson Miller

BOARD MEMBERS ABSENT: Alice Veenstra, Seth Cohn, Kent Ruesswick

OTHER PARTIES PRESENT: Jim Weichert, Alan Johnson, Tim Bernier, Arthur and Dawn Stavros, David Boles

Tyson Miller was appointed as an alternate for Alice Veenstra.

Draft Minutes of February 10, 2015: Jim made a motion to approve the minutes of February 10, 2015. Tyson seconded the motion.

Discussion: None

Vote to approve February 10, 2015 minutes: Unanimous. Minutes were approved.

Second Public Hearing for Application of Subdivision, Alan Johnson, Kathleen Dandurand, Boyce Road and Hethlon Road, Tax Map/Lot 263/8 and 267/18:

Jim Snyder recused himself from this portion of the meeting.

Jim Weichert introduced himself and passed out documents for the Board to review. Jim broke the proposal down to 2 parts. Mr. Johnson owns Lot 8, which is 31.9 acres. There was a house that he removed and is in the process of building a new one. They are looking to subdivide out an 8.4 acre lot. The second part of the process is that the Dandurand's own Lot 18, which is a 26 acre parcel. They would like to make a lot line adjustment to swap an equal amount of land to straighten out the line. They've asked for a waiver to not have to survey the entire 20 acre Dandurand parcel. The portion of land that they are swapping out is surveyed. A plan was done in 1984 by Snow that shows their entire property, and they used that to show the meets and bounds. DES approval is not needed since it is over 5 acres. Any buyer of the new lot would have to go through the process for driveway permits etc.

Discussion by the Board: There was discussion about the waiver request.

Art opened the floor to the abutters. Jim Weichert explained the plan to the abutters that were present. They were satisfied.

Joshua moved to waive the requirement for a survey of the Dandurand property. Tyson seconded.

Vote on waiver request: Unanimous.

Tyson asked when the wetlands were done, if it was prior to the snow being on the ground. Jim Weichert confirmed it was done while everything was green and clear. Doug asked Jim to explain the frontage. That was discussed and confirmed for each parcel. The location of the driveway was discussed. Mr. Johnson already has a permit for a driveway.

Tyson made a motion to approve the subdivision and lot line application. Seconded by Joshua.

Discussion: None.

Art asked abutters if they had any questions. They had none.

Vote: Unanimous. Subdivision and lot line adjustment was approved.

Review of Mourning Dove Campground's Site Plan Review Application for Design Review.

Art talked about the application to say this request is for a design review and not site plan review. Art reminded the Board we are simply looking at the plan to see if all required items are there. Art said he's looked at the plan and application and found that everything is not squared away just yet. Art talked to Tim Bernier, who was in the room, explaining that in the past we've brought a consultant in on larger projects and the applicant covers the cost of the consultant. Art explained the public meeting versus the public hearing. Tim talked about the fact that the design review process is for a town without a planning. He discussed that there is a gap between the conceptual consultation and site plan review process. This design review process allows for discussion of the design review phase, prior to filing an Application for Site Plan Review. See RSA 676:4 II(b)(c). Tim said nothing is binding during this meeting, it just allows for open discussion about the project prior to a public hearing on the site plan. The Board decides when the design review phase is over and it's time to move to the formal site plan review application.

Jim said he thinks that's a good idea. The Board agreed.

The Board discussed that the design review phase is held as a public hearing, abutters are notified, and one or more meetings are held. At some point, the Board decides that

the design review process is over and an application for site plan review has to be submitted by the applicant. At that point, the clock starts to run.

Art told Tim that the application for design review was given to our consultant but they haven't had a lot of time to digest it just yet, but we can urge them to do that and have one of them come to the meeting. Once we do that, we need an escrow account from the applicants. Tim and the consultant would be able to have dialogue at the public hearing.

Art discussed the design review process and how that would work. Tim spoke to say it might be worthwhile to have one design review hearing with the campground expert to explain how the campground will work and what kind of sites they're planning, and the Board can give them feedback. He would then take that information and see how it could apply. He then suggested that the following meeting would be a good time to have the Board's Consultant, CLD, come to a meeting.

Tim doesn't have a problem working with CLD at all. Design review is no obligation, it's just casual. Anything said at design review is not part of the public hearing. The biggest issue, everyone felt, will be getting the public to understand the design review process during the public hearing. It was discussed that towns with planning staff typically handle the whole design review process and once that is complete, they hold a public hearing for site plan, but because we don't have a planning staff, it's all handled through the Planning Board.

Tim will prepare an outline for the public hearing.

Jim had a couple comments about RSA 676:4. The calendar has a 30 day clock to determine completeness and 65 day clock for acting on the application after acceptance. Jim said the RSA typically talks about subdivisions but case law applies them to site plan also. Those time restrictions apply when we receive their Site Plan Review Application.

Design review will be scheduled for March 10th.

Tyson brought up the regional impact issue and notifying Loudon residents.

Tyson made a motion to decide this project is a regional impact. Joshua seconded.

Vote on regional impact: unanimous. This is a regional impact project.

Notices will also be sent to the Towns of Gilmanton, Loudon, Belmont, and the Central NH Regional Planning Commission.

Art said CLD will be invited to the public hearing and then after that Tim can work out a schedule with CLD to review documents and information.

135 **Other Business:**

136

137 Tyson gave Art a handout of language for the warrant language regarding farm stand
138 language and building permit language.

139

140 Jim made motion to adjourn. Chris seconded.

141

142 Meeting adjourned at 8:15 p.m.

143

144 Lori Venie, Secretary

145

146 **Next meeting: March 10, 7:00 p.m.**