

MINUTES
Workshop Meeting
Sanbornton Planning Board

Meeting Date and Time: Thursday, May 4 at 7:00 PM

Meeting Place: Town Offices, 573 Sanborn Road, Sanbornton, N.H.

The meeting was called to order by Chair Evelyn Auger at 7:00 PM

Roll Call

Regular Members present: Chair Evelyn Auger, Selectman Karen Ober, Dick Gardner, Don Bormes, Will Ellis

Alternate Members absent: Gail Morrison, Justin Barriault, Jody Slack

Others present at the meeting: Town Planner, Bob Ward

Approval of draft Planning Board minutes from 4/20 – Don Bormes made a **motion** to approve the draft minutes of 4/20. Will Ellis **seconded** the motion and the motion passed unanimously.

New Business

- a. **Report on re-instituting regular reports to BOS** – Town Planner Ward explained that he would soon be providing regular reports on planning board and planner activities at BOS meetings, the first being on May 17th. Don Bormes stated that the Planner should not be using his limited work hours to explain his work to the Selectmen, and those hours should be used for actual planning. Town Planner Ward stated that the BOS is aware that he is an hourly employee and they normally try to put hourly employees first on the agenda. He also stated that these reports may be quarterly or bi-annually but will find out for sure at the meeting.
- b. **Meeting with BOS regarding enforcement of conditional site plan approvals** – Chair Evelyn Auger stated that a new meeting needs to be scheduled with the BOS to discuss enforcing site plans that are approved with stipulations that need regular monitoring. The previously scheduled meeting was cancelled due to members not being able to attend because it was scheduled during the workday. The PB and Selectmen Karen Ober agreed to have this issue scheduled as an agenda item at the BOS regular meeting on May 24th for some time after 6:00. Dick Gardner stated that he has met with the Planner regarding the Giguere Auto site plan approval from several years ago. Gardner had requested the Planner write a letter requesting the stormwater report from Giguere Auto which was a requirement of approval but has never been received. Chair Auger suggested to wait until the meeting with the BOS before taking any action. Selectman Ober stated that the Planner should meet with Town Administrator Katie Ambrose so she can draft a letter to be signed by the Selectmen.

Old Business

- a. **Revision of current site plan review regulations** – Town Planner Ward explained that Sanbornton's current site plan review regulations are good, but a few minor changes should be made, including the addition of a section regarding landscaping based on the town of Hanover's regulations. Dick Gardner stated that he does not feel it should be required for a licensed landscape architect to be hired by applicants. The Board agreed that this should only be required in certain situations. He also noted that the Board should be making sure to address any current issues in site plans. Chair Auger responded that an example of this would be water bottling facilities that have been proven to drop the water table in other towns. The ban of water bottling facilities in all zones will be discussed for amendments to the Zoning Ordinance this year. Dick Gardner stated that the requirement of curbing should be eliminated, as this may not necessary depending on the building and use. He made a motion to eliminate this from the

regulations. Don Bormes seconded the motion and the motion passed unanimously. Dick Gardner also made a motion to eliminate the statement pertaining to allowing minor changes to approved plantings. Selectman Ober seconded the motion and the motion passed unanimously.

Other Business

- a. KREBS Farm approved site plan – Chair Auger explained that Ralph Rathjen has come before the BOS stating that his site plan for an event/wedding venue was approved and signed by the Planning Board, but it is still being discussed in Planning Board meetings as if it was not. Will Ellis stated that he has brought it up because the Planning Board was told that a letter would be sent by the Applicants’ engineer stating that the septic system was adequate. The letter was not received until March 30th. Chair Auger stated that a statement from the engineer was included on the site plan itself, but the Applicant did say that he would have a letter sent. Will Ellis also stated he has still not seen a letter from the Fire Chief stating the load capacity of the event barn which was also supposed to be provided. He mentioned that he will no longer be discussing this issue at meetings.

Meeting adjourned at 9:15pm. The next PB meeting is scheduled for Thursday, May 18th at 7:00pm.

Respectfully submitted,

Audry Barriault