

MONT VERNON PLANNING BOARD**Mont Vernon, NH 03057****Meeting Minutes – June 13, 2017****AGENDA**

Times are approximate and subject to change without notice.

7:00pm	Old Mill Estates Surety Bond Estimates
8:30pm	Mail & Announcements Review Minutes from 5/23/17
8:45pm	Other Business Reports of Committees
9:00pm	Adjournment

Seated: Bill **McKinney**, Annette **Immorlica**, Bill **Johnson**, John **Quinlan**

Present: Steve **Bennett**, Dave **Hall**, Eric **Will**

Absent: Chip **Spalding**, Chris **Aiston**, Jim **Bird**

7:00 PM – Old Mill Estates Surety Bond Estimates

McKinney called the meeting to order and asked everyone to stand for the Pledge of Allegiance. The Board reviewed the revised Road Bond Estimate for Old Mill Estates and found all to be in order. There was no formal action necessary as the Selectmen have already signed. **Immorlica** questioned the concerns of the Select Board regarding the maintenance of the detention ponds and catch basins. **Quinlan** spoke of the meeting they had with the owner of the property, Matt Arel and the developer, Kevin Anderson, Meridian Land Services. There is a common cistern and shared well which will already mandate covenant agreements for maintaining their water supply; they agreed to dovetail the maintenance of the drainage system with these covenants. The Town will do any normal routine maintenance. **Johnson** questioned who will be monitoring this. **Bennett** asked if this is a verbal agreement; what is our enforcement tool from the Town's end. **Quinlan** said this is a verbal agreement as of now; they will be coming back to us to develop the wording for their covenants. There will need to be a Homeowners Association created. **McKinney** will be formally requesting an updated set of plans from Kevin Anderson for review and verification.

7:20 PM – Mail & Announcements

The NHEOP has requested that we complete their online Annual Survey of Municipal Land Use Regulations. The data from the survey will be compiled into a series of graphics showing municipal land use regulations and other planning-related information across the state. **McKinney** will do the survey.

7:30

The Board reviewed the minutes from the May 23, 2017 meeting. **Immorlica** motioned to accept the minutes as written. **Johnson** seconded. All were in favor. The motion passed.

7:35 PM – Other Business

The Board reviewed a request from a town resident who wants to sell off 2 acres of her 3.5 acre parcel. It was agreed that this would be denied by the Board as it would create two non-conforming lots. The resident will be notified. The adopted Rules of Procedure were signed by the Board.

7:45 PM - Reports of Committees

- **Future Use Committee - McKinney** stated that the Committee is progressing slowly. They have applied for two grants. One has been granted from the NH Historical Preservation. They should hear about the second one by July 1, 2017. It is a sizable grant that would go towards the possible purchase of the Daland Library. **Bennett** questioned why we would want to purchase the library. **Quinlan** explained that the

Daland Trust owns the building but the Town owns the land underneath. The building is iconic and part of the identity of the Town. People are emotionally attached. **Hall** asked why they don't move the building. The cost of doing so would be too extreme. **Quinlan** said that with the anticipated growth of the Town, the government entities need to grow as well. In the short term the library building would be very worthwhile to have during the transition period while the Town Hall and the McCollom Building are being renovated. We can move offices to the library building. **McKinney** noted that the Committee has come up with some concept plans for what the building could be used for long term. The Committee is still trying to gather accurate information on the McCollom Building. There are five plans plus the Town tax maps that show five different locations of lot lines. We don't have the funds to do an actual survey of the property at this time. **Quinlan** stated that if we get past this preliminary conceptual stage he plans on putting money in next year's budget to cover the cost of an actual survey. He feels we should be in a heavy planning phase by the end of this year with an actual proposal for the Town.

- **Town Center District Subcommittee** – **Hall** said that the last few meetings have been an educational process for the members who have signed on. The first issue they are discussing is the information given at our NRPC training session in regard to Conditional Use Permits vs Special Exceptions. If we as a TCD want to empower the Planning Board to craft zoning regulations or ordinances that relate to the TCD we would first have to enable zoning that will allow for Conditional Use permits. We do not currently have this in place. The Special Exception route goes to the ZBA as part of their process. If we decide to go with Conditional Use permits and an applicant gets denied, the appeal goes to Superior Court. Do we want to keep the appeals process on a local level for the benefit of the applicant? What is the zoning that has to be enacted that enables the Planning Board to create zoning under the auspices of a Conditional Use? Do we want to go through the effort of creating zoning that allows for Condition Use; is that a good expenditure of time or do we continue with Special Exceptions with the ZBA? The second challenge the Committee is facing is trying to understand the permitted uses. They are finding that every conceptual permitted use has with it inherent challenges. They are trying to develop a discussion that will strategically allow them to do what they think they would like to do. In general terms, keep the permitted uses small, controlled and restricted. They feel we should test the waters on a very limited basis and then expand over time. **Will** discussed how they might frame the process. He said that Sheila Sturm will be drafting a questionnaire of sorts as a way of determining the impact that certain businesses would have on the TCD. For example, an application for a home business that has no customers, no traffic or signage, nothing extra added to the footprint would be a low bar on the threshold. You could go up from there; the higher the impact the more requirements. As a means of controlling the evolution of business in this district, **Will** questioned if there are any provisions in the zoning where the permitted use could follow the owner of the property; not convey with the property itself. Also, a way of keeping a lid on the potential uses would be requiring that these businesses be owner occupied. **Hall** asked if we could have a provision that states that the permit has to be reviewed every couple of years as a way of tracking the growth of each business. The Planning Board spoke of the difficulty in tracking what individual businesses would be doing. **Quinlan** stated that the BOS is inadequate in tracking what is currently going on in Town. He feels we need someone in Town Hall full time specifically for this.
- **Master Plan Update Workgroup** – **Johnson** agreed to come on board to help **Immorlica** with this workgroup. If for some reason **Johnson** cannot attend, **Will** has offered to take his place. We have two town residents who have volunteered as well. **McKinney** is hoping to have this workgroup put together by the end of June.

8:30 Other Business

As the Planning Board Representative to the Conservation Commission, **Immorlica** will bring to the attention of the CC the need for a safety bench in the Carleton Pond restoration plan. **McKinney** read an email from Joanne Draghetti, MV Conservation Chair, regarding the Orchard Hill Conservation Easement update. The CC met with the Selectmen on 6/5/17 to discuss Vaughn's request for the town to pay for the legal fees associated with easements on two lots of the Orchard Hill Subdivision. The CC has researched easements that would be applicable and consulted with the legal department of the NH Municipal Assoc. They presented two examples of conservation easements to the Selectmen. The Selectmen recommended that the CC send a draft of an easement to Vaughn to receive his input. The Selectmen agreed that the CC cannot move forward or make any decisions until they have specific input from Vaughn on a draft and research the full costs. Laurie Brown will contact the town attorney to get a rough estimate on the legal costs. **McKinney** spoke of an email he received

from Jim Kempf, President of the Purgatory Falls Fish & Game Club. The Club refused Vaughn's offer. They have made a counter offer to Vaughn and are waiting for a response.

9:00 PM

As there was no further business, **Quinlan** motioned to adjourn, seconded by **Johnson**. All were in favor, the motion passed.

Respectfully submitted,

Joan Cleary

Planning Board Administrative Assistant