

MONT VERNON PLANNING BOARD**Public Meeting Minutes****September 26, 2017****AGENDA**

7:00pm Old Orchard Subdivision
(Review and Verify all conditions are met)

7:45pm Old Mill Estates (Update)

8:00pm Driveway Regulation (Review Bill M draft)

8:30pm Mail & Announcements
Review Minutes from 9/12/17

8:45pm Other Business
Reports of Committees

- Master Plan Work Group (Annette I.)
- Building Use Study Committee (Bill M.)
- Town Center District Subcommittee (Dave H.)
- Conservation Commission (Annette I)

9:00pm Adjournment

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

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

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

7:00PM- Old Orchard Subdivision

McKinney called the meeting to order and asked everyone to stand for the Pledge of Allegiance. We received a revised bond estimate last night from Chad Branon, Fieldstone Land Consultants. We are waiting for the rest of the updated documentation requested for review before sending the full packet to Town Council for final review.

7:10PM – Old Mill Estates

Permanent signage needs to be installed at Riley Road. The Building Inspector has been contacted and will follow up. **McKinney** will be contacting Kevin Anderson, Meridian Land Services. We have not received the inspection reports promised, the cement cistern has been rejected by the MV Fire Chief and we need a revised Homeowners Association Agreement.

7:20PM – Driveway Regulations

McKinney received comments from the board on the draft driveway regulation he sent out. There was discussion as to where to put the definitions and regulation chapter within our ordinances. **Hall's** opinion is that the proposed requirement of two layers of asphalt; one with a 2" wearing coarse and then a final coarse of 1" are too extreme. He feels we should require a 2" base coat; then suggest the homeowner leave it for a year and top coat later on. **McKinney** will add that the requirement for 1" wear coarse may be waived by the DPW Director on a case by case basis provided the pavement thickness is not less than 3". **Johnson** stated that the intent is to improve the longevity of the roads. All agreed that the Road Agent will need to be brought in on this. **Immorlica** asked for a change to the definition of 'construction'. She feels it's too subjective as written. Common Driveways were discussed as well as Drainage & Erosion Control and Slopes. It was agreed that **McKinney** will make a few minor changes and then send out to the DPW Director, Fire Chief, Police Chief, Conservation Commission, Building Inspector and the ZBA for their input.

8:00PM - Correspondence

- The Board viewed the ZBA Notice of Hearing scheduled for 10/17/17.
- The Board reviewed an email from Joanne Draghetti, CC Chairman, to Annette **Immorlica**. On 6/5/17, the CC met with the Selectmen to discuss the Orchard Hill Conservation Easements. The CC presented a draft easement for the Board to review. It was recommended that the CC send this draft on to Brett Vaughn for his review and feedback. Draghetti sent the draft to Brett Vaughn via email on 6/12/17. As of 9/26/17 there has been no feedback from Mr. Vaughn. The question remains will there even be any Conservation Easements.

8:15PM

The Board reviewed the minutes from 9/12/17. **Quinlan** motioned to accept the minutes as amended, seconded by **Johnson**. All were in favor. The motion passed.

8:25PM – Reports of Committees

- Master Plan Work Group – **Immorlica** said they have decided not to put out their survey until after 9/30/17 so as to not interfere with the pending library survey. The survey will be advertised in the Cabinet, on MV Chatter, the Flyer and the town website. **Johnson** said that they will be updating the statistics and compiling comments at their work session next month. They will then submit to the Board for consideration.
- Building Use Study Committee – **McKinney** said that they presented the conceptual plans to all Department Heads last night. The current proposal shows the PD staying at the McCollom Building. They will occupy the 1st floor and the 2nd floor will be a meeting room/training room. The proposal adds a sally port to the rear of the McCollom Building. All other town offices will come over here to the Town Hall with the exception of Health and Welfare. Those two offices would be located at the current library. There was good feedback from those at the presentation. The Committee will meet on 10/12/17 to finalize the presentation scheduled for the public on 10/19/17. The Committee also met with the Selectmen regarding forming a Heritage Commission in the community to help complement our Historical Commission. A Heritage Commission has the ability to collect and take in grant monies and donations that would be tax deductible. It would also help the CC in terms of protecting farmland.
- Town Center District Subcommittee – **Hall** submitted the written TCD itteeRecommendations to the Board. They recommend that the Planning Board should enable legislation that enacts and permits the Planning Board to issue Conditional Use Permits. All permitted uses would require use to be owner occupied as a primary residence. It is the opinion of the subcommittee that the town should encourage owner occupied businesses according to their impact on the character of the town and the neighborhood. Businesses with no discernible impact should be granted permission with minimal effort on the part of the applicant. Businesses that have the potential either to adversely affect the character of the town or negatively impact the abutter's enjoyment and use of their property shall be discouraged. A questionnaire should be created to assess the severity of the impact of the use being applied for. Based upon the responses to the questionnaire, the Planning Board shall be empowered to require the applicant to submit a site plan to the Planning Board and or present to the ZBA and or Historic Commission for consideration and approval. The greater the impact, the more scrutiny and involvement by the other boards as part of the approval process. The TCD thinks we should start out very restrictive and see how it moves forward. The Board will begin to review these recommendations. **Immorlica** noted that she would like a thank you letter sent to the members of this Subcommittee for all of their time and effort.
- Conservation Commission – **Immorlica** attended the last meeting where they met with the NH Wetlands Preservation. She said the meeting was very informative and will serve the CC well in the future. The focus of the CC right now is the Carleton Pond restoration project.

8:45PM

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

Respectfully submitted,
Joan Cleary
Planning Board Administrative Assistant