

Newfield Planning Board Minutes

Date: October 2, 2019

Voting Members: Gloria Dyer, Anthony Garitty, Skip Tonge, Jeff Valley, ~~Sherry Bachelder~~-(EXCUSED)

Alternate Members: Ben Buzzell(voting in place of Sherry) and Linda Bisson

Also present: Dawn Rouillard, Planning Board Secretary; Eric Sanderson, SMPDC; Dan Phelan, Deborah Springer, Suzanne Foss, Ernest Foss III, Davis Bartlett of Corner Post Land Surveying, Inc, Andrew O’Neil, Diane O’Neil, Ryan Mannisto, Steve Svizzeno, two unknown visitors, Nichole Hubbard

Quorum Present: Yes

Topic	Discussion	Decision
6:00 PM Site Walk – Libby Rd Joanne’s Hill; Map 29, Lot 3	Notes taken at Site walk by Skip Tonge - Planning Board members in attendance were; Gloria (minutes), Anthony, Linda, Ben, Jeff, Skip. Other attendees included; Eric Sanderson, SMPDC; Davis Bartlett of Corner Post Land Surveying, Inc; Lennie Foss, Gary and Lori Ribble; Mark and Kathy Hartwell; Jane Breed; Susan and Phil Gilley; Andrew and Diane O’Neil; Gary Williams; Alice and Andrew Gabriel; Eric and Nichole Hubbard Davis took group from lots 1 through 13 and pointed out potential lot lines and driveways. Wetland area on lot 1, Vernal pool on lots 8, 9 and 10. Libby Road is 45mph with some hills and turns; some lots are flat and some have significant slopes.	
7:04 pm Comprehensive Plan Workshop	Briefly reviewed survey results and summary so far. Approximately 115 entered and have 50-60 plus what is in the drop box at the dump remaining to submit., Discussed Goals, Policies and Strategies of Newfield’s Comp. Plan. Some feedback from the public regarding trails and permission of use.	Board opted to keep open and continue collecting from the public for now. Dawn will continue entering and submit a summary at the next meeting. Review and revise Land Use GPS and finish work on Goals, Policies and Strategies at next meeting.
8:03pm - Call to order of Planning Board Meeting	Pledge of allegiance Performed by all Informational Folder was passed around which included budget. Workshop coming up and the Appeals board decision.	Nichole will be handling the computer purchase for the Board.

	Survey results due October 1 st – box will go back to dump after Dawn gets surveys out.	Dawn will return box to Dump.
Review of 9/4/19 Minutes	Unable to get printed before meeting.	9/4 minutes will be reviewed at Nov 6 meeting.
Scheduling of next Comprehensive Plan Workshop	Board discussed timeline and hopes to have public hearing in January concerning the comp plan. Goal is to finish the goals at the next workshop.	Next Comp Plan workshop will be November 6 at 7pm. Eric will be in attendance. Schedule public hearing.
Public Comment	<p>Dan Phelan asked if there was a better, updated version of the Zoning and Land use ordinances. Gloria noted that it has been updated and much neater and can be picked up at the town office for free. Debbie Springer noted she was charged \$10.</p> <p>Debbie Springer noted she wanted to give input for the land use and growth of town sections of the comprehensive plan. Gloria suggested she can write down comments for us, leave with Nichole at town office or attend the next workshop on Nov 6th at 7pm as that is when the Board will discuss that section.</p>	
8:13pm Subdivision Application Review - Joanne's Hill; Map 29, Lot 3	<p>Survey Map provided to abutter, Ryan Mannisto, upon request, he received a letter about the site walk but was unable to find the group. Gloria suggested contacting Corner Post to get the complete copy of the sketch plan.</p> <p>One public member, name unknown, brought up concerns and about buffers and no cutting buffers, as well as the streams. Debbie Springer noted the same concerns.</p> <p>Gloria advised that those questions concerns can be brought forward at the Public Hearing which hasn't been schedule yet as the application hasn't been accepted yet. They should review all the information from the site walk tonight as well as the sketch plan. All abutters will again receive a letter for the Public Hearing, if they received for the site walk. Gloria suggested public can also write down comments for us, leave with Nichole at town office or email planning board secretary so we have them for the next meeting.</p> <p>Steve Svizzeno at 205 Garfield Rd requested to be added to receive notifications regarding Public Hearing for Map 29, Lot 3. He mentioned he is 2 lots away on the back side of the property however, did not receive a notice for the Site Walk.</p> <p>Gloria discussed where the application was in the process and what comes next. Determine if application is complete, determine what contour intervals the board wants on the map and what if any additional submissions need to be added to complete application. Vote and</p>	

	<p>schedule public hearing.</p> <p>Typo in application, Appendix E – Applicant Address should be East Wakefield, NH not East Wakefield, ME.</p> <p>Linda questions #17 on the application concerning a waterbody on the property. App says no, however there is a vernal pool. Gloria asks Davis to clarify. States Vernal Pool is not considered a waterbody.</p> <p>Application #13 states acreage is 66.17, deed says 69.8 and tax map says, 67. What is the correct acreage? Davis states 66.17 is correct as the deed includes a 3.63acre lot that was already divided out. Noted in Question#15.</p> <p>Linda noted traffic safety concern as the curve and hill makes diminished visibility. Site distance is a concern. Gloria noted a knoll at lots 2 and 3. And a second with a curve in the road. Davis notes all driveways in sketch are approximate and will be done according to site distances required.</p> <p>Davis noted that they are submitting an additional waiver of 7.2.18 page 12 of the Subdivision Ordinance concerning submission of a plan for the disposal of surface drainage waters, prepared by a Registered Professional Engineer. He noted that all water will go to the same watershed thru the same land as it does now. Waiver request added to application packet.</p> <p>Gloria mentioned a state law concerning setbacks from farm owners as there is an Alpaca Farm across from lot 12 or 13. May need to add as condition of approval per Eric.</p> <p>Jeff motioned to accept Sketch plan as amended with additional waiver request of 7.2.18 page 12 of the Subdivision Ordinance, applicant address correction and clarification of acreage. Skip Seconded Motion.</p> <p>Discussion of contour intervals. Ben made motion to accept 2' and 10' interval as shown on sketch plan map. Jeff Seconded.</p>	<p>Eric will research to find appropriate law.</p> <p>Vote 5 / 0 / 0 to accept sketch plan.</p> <p>Vote 5 / 0 / 0 to accept sketch plan contour intervals. Applicant to be notified of acceptable contour intervals.</p>
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	<p>Gloria notes that she consulted with the Town's lawyer on the matter of the PB 's authority to consider waivers in the subdivision application process. In general, standards specifically related to the subdivision ordinance and not in the land use ordinance are in the realm of the PB's authority, as stated in Newfield's subdivision ordinance. The waiver considerations and conclusions must be written into the findings of fact documentation. In this case the applicant does not have to go through the appeals board process for the waiver requested for lot width to depth ratio of 3:1.</p> <p>Gloria gave letter of consultant fees due to this point to Davis.</p> <p>Discussed next steps with Eric and determined that the next step is for the submission of the preliminary application with applicable fees. Must be done 7 days prior to Board meeting. Davis was unsure if would have that completed before the next meeting on November 6 or if they would be doing that for the December 4th meeting.</p> <p>Once the Preliminary Application is submitted and voted as complete by the Board, a public hearing will be scheduled within 30 days.</p>	<p>Davis or Dana will notify the Board which meeting agenda they wish to be added to.</p>
<p>9:01pm Land Use and Zoning Ordinance Changes</p>	<p>Discussed addition change to Land Use and Zoning Ordinance to remove fees.</p> <p>Land Use and Zoning Ordinance - Article VII, Section 4A – Remove the fee amount</p> <p>Skip made motion to strike fee amount from Land Use and Zoning Ordinance Land Use and Zoning Ordinance - Article VII, Section 4A. Ben seconded motion.</p>	<p>Vote 5 / 0 / 0 to adopt change.</p> <p>Dawn will make changes in red and send to Gloria.</p>

Adjourned at 9:01

Motion to adjourn made by Skip, seconded by Ben. Vote 5/0/0

Next meeting: November 6, 2019 at 7 pm