

**TOWN OF WALPOLE
PLANNING BOARD MEETING
Tuesday, September 13, 2011**

Presiding: Jeffrey Miller (Chair); Robert Miller (Vice-Chair); Ben Daviss, Henry Fletcher, Eric Merklein, Sheldon Sawyer (Selectboard)

Alternates: Steve Dalessio, Donn Lounsbury, Ed Potter

Recording: Regina Borden, Recording Secretary

These Minutes are unapproved and will be reviewed at the October 11, 2011, meeting for corrections, additions and/or omissions. There were six people present in the audience.

Meeting Opened: Mr. J. Miller (Chair) called the meeting to order at 7:02 PM in the Walpole Town Hall. He advised that meetings are tape recorded therefore asked anyone that wishes to speak to identify themselves.

Roll Call: Mr. J. Miller noted that regular member Mr. Peter Kenney and alternate member Mr. Jeff White were not present. He called upon Mr. Ed Potter to sit on the Board for Mr. Peter Kenney.

Approval of Minutes of the Regular Planning Board Meeting on August 09, 2011, and Workshop Session on August 23, 2011.

Mr. Fletcher moved to approve the Minutes of the regular Planning Board meeting of August 09, 2011, and the Workshop Session on August 23, 2011, as printed. Seconded by Mr. R. Miller. Vote called, all members were in favor, motion carried.

New Business:

John and Carole Cramer – Lot Line Adjustment – 22 Westminster Street, Map 020, Lot 061: Mr. Cramer explained that they are submitting an application for a Lot Line Adjustment. The former Dr. Martin's property was recently sold to Fred Dill, Jr. Mr. and Mrs. Cramer are interested in purchasing a 14-foot portion of the Dill property that they currently have a Right-of-Way on. The proposal is to convey that Right-of-Way strip of land 14' x 100' to Mr. and Mrs. Cramer. Mr. J. Miller advised that DiBernardo and Associates should be asked to provide an up-dated map indicating by a note how the lot line adjustment will change both properties and to up-date the abutters names.

Mr. R. Miller moved to schedule a Public Hearing on October 11, 2011, for John and Carole Cramer. Seconded by Mr. Fletcher. Vote called, all members were in favor, motion carried.

Southwest Region Planning Commission – Lisa Murphy: Mr. Merklein invited Ms. Murphy to attend a Workshop meeting but she was available to attend this meeting to do a slide presentation on "Planning Tools for the Community". He explained that this is a great opportunity to ask questions about general concepts on how to get things done.

Ms. Murphy noted that the CD on "Planning Tools for the Community" was put together by their staff with a goal to assist the towns they service. There are different ways they can help, they have funding opportunities and focus on good planning ideas. There are 35 towns in their area. The SWRPC acts as a resource for these communities.

Several topics of the slide presentation were:

NH Smart Growth Principles – They always try to incorporate as many towns as they can;

Challenges to Municipalities – Mr. Sawyer asked how they determine what the character of a town is. Ms. Murphy felt that every town is different but it is the original feel of the town.

Brownfields Program - Funding is available to clean-up contaminated properties.

Transportation Demand Management Program – They try to involve as many towns as they can.

Geographic Information Systems – GIS – They do a lot of various maps and can generate the layers.

Energy Planning – This is getting a lot of interest. They have a staff member, JB Mack, who has been trying to get the towns more involved. He would be willing to attend a meeting at the PB convenience.

Innovative Land Use Planning – There is a lot of good information in this techniques handbook. Copies are available through the Department of Environmental Services (DES). CDs are available.

Mr. Merklein advised that one of the things this PB has been talking about is the Site Plan Review and when it would be appropriate to request that a third party review the application. This would not be to stop the project but rather to protect the town in the future. Ms. Murphy feels it depends on the size of the application and the PBs trust in the certified engineers because they place their registration on their information. There are different methods to approach issues. Ask them to provide another approach as that might trigger a third party review but be careful of how it is specifically worded. A trigger might be when a project involves something like hazard materials that would be beyond the PB's knowledge or if an application is controversial. If the PB feels something is wrong then they should pursue it but involving a third party would drive up the cost of a simple project. Mr. J. Miller noted that the Town does not have professional staff. They do meet the State requirements.

Mr. J. Miller noted that some recent projects are on State roads (Route 12) therefore the Department of Transportation (DOT) determines the curb cuts, etc. Does the PB have any recourse if the Town feels the access/egress for commercial projects is not adequate or there is a safety issue. Mr. Dalessio felt the PB could write to the DOT to ask them to treat all applications in that area as complex. Mr. J. Miller thought the PB could ask them to come and explain their reasoning on some decisions. Ms Murphy said that could be a key to have the PB start to talk with the DOT and to ask JB Mack to join them.

Mr. J. Miller advised that over the last several months the PB has amended the Site Plan Review by adding a building height and changing the fact that the Site Plan approval is good for only one year. The question to the PB is that some people are saying that the building height should be voted on at the Annual Town Meeting. The other question is the one year as the State has changed that to five years. Ms. Murphy does not feel they are in error in putting the building height in the Site Plan Review as she is not aware of any legal challenges but she is not an attorney. Mr. Sawyer feels that going to the Town attorney might be an option. Mr. Potter stated that the PB is in violation of State law; the RSAs are clear

that it is not up to the PB to determine the height of a building but rather the Zoning Board. Mr. J. Miller feels that until they obtain a legal opinion they are not in violation. Mr. J. Miller thanked Ms. Murphy for coming to this meeting. She will ask JB Mack to make arrangements to meet with the PB.

Old Business:

Site Plan Review Document: Mr. J. Miller reminded the PB members that did not pick up a copy of the revised Site Plan to do so and to look it over before the next Workshop meeting.

Mr. Sawyer moved that the PB have Attorney Jeremy Hockensmith review the Site Plan with the revisions. Seconded by Mr. Fletcher. Vote called, all members were in favor, motion carried.

Mr. J. Miller will contact Attorney Hockensmith.

Planning Discussion:

Workshop Meeting: The next Workshop meeting will be on September 27, 2011, at 7:00 PM in the downstairs office in the Town Hall.

Adjourn Meeting:

Mr. R. Miller moved to adjourn this meeting. Seconded by Mr. R. Miller. Vote called, all members were in favor, motion carried. The time was 8:27 PM.

Respectfully submitted,
Regina Borden, Recording Secretary

cc: PB, ZBA, WCC, Town Offices, BOS

Posted: Town Hall Lobby and Outside Bulletin Board, Burdick's, Walpolean