

TOWN OF ALTON PLANNING BOARD
Approved Minutes
July 19, 2016

Members Present:

David Collier, Chairman
Peter Bolster, Clerk
Roger Sample, Vice Chairman
Russell Wilder, Member
Virgil MacDonald, Selectmen Representative

Others Present:

Nic Strong, Town Planner
Traci Cameron, Planning Secretary

I. CALL TO ORDER

D. Collier called the meeting to order at 6:00 pm

II. APPROVAL OF AGENDA

D. Collier asked if there had been any changes in the agenda. Nic Strong stated the items in bold under correspondence, b, c and d were added since posting the agenda.

P. Bolster moved to accept the Agenda as amended.

V. MacDonald seconded the motion with all in favor.

III. COMPLETENESS REVIEW OF APPLICATION AND PUBLIC HEARING IF THE APPLICATION IS ACCEPTED AS COMPLETE

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| Case #16-20 Steven Rollins & The Society for the Protection of NH Forests | Map 17 Lot 2 & Map 13 Lot 9 Rural (RU) Zone | Lot Line Adjustment Ames Road |
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N. Strong stated this was a Lot Line Adjustment application and the first time it had been before the Board under the Subdivision Regulations. N. Strong noted that on page 4 of the Planner's Review there had been a typo, under Conditions Precedent number 4 the acres should have been 21.9 not 29.1 acres, the figures had been transposed, and the only piece of information that had not been available prior to the Planner's Review being complete was the Conservation Commission's Department Head Review, and they had no concerns with the application. N. Strong stated the Board had the list of items that were submitted with the application and the list of things the Subdivision Regulations require to assist the Board in determining completeness of the application.

P. Bolster asked for clarification on the location of Ames Road. V. MacDonald stated Ames Road was a town road by Mount Major. R. Wilder stated that Ames Road was a Class VI town

road, that starts at the Mount Major parking lot and continues through most of the main trail of the mountain, the road dead ends in a swamp on the side of Corey Mountain.

D. Collier stated the only thing not included in the packet was copies of the signed deeds for recording, which the Subdivision Regulations provide for submission within 60 days of approval.

P. Bolster moved to accept application Case # P16-20 as complete.

R. Wilder seconded the motion with all in favor.

R. Wilder stated on the Lot Line application checklist, in the letter dated June 13, 2016, the applicant was requesting waivers for IX.E.7. (g), (h), and (i) and scale of plat. The property was a remote woodlot and was used only for recreation and forestry and was not being developed. In addition, the applicant was requesting a waiver on the scale of the plat being prepared by Stephen Perron, LLS, to be 1 inch=200 feet vs. 100 feet, in order to show the project on one sheet and include the detail. R. Wilder thought the waivers were acceptable based on this information.

R. Wilder moved to grant the requested waivers for IX.E.7. (g), (h) and (i) and Scale of Plat dated June 13, 2016.

V. MacDonald seconded with all in favor.

Stephen Perron, LLS, agent for Steven Rollins and the Society for the Protection of NH Forests, spoke to the application. S. Perron stated the proposal was to subdivide 21.9 acres from Steve Rollins' land and to annex it to the adjoining land of the Society for the Protection of NH Forests. The purpose of the annexation was to place the portion of the Brook Trail that currently runs across S. Rollins' land into the absolute ownership of the Forest Society, which was part of their on-going effort to protect the system of public recreation in the Belknap Mountains. S. Perron stated the land has been surveyed, the corners had been set and lines had been marked. Additionally, there would be no issues of buildings, this would be only recreation land, with the potential of some forestry activities in the future.

D. Collier opened for public input. Steven Rollins, land owner, stated that he and the Society had been working on this for several years and the lot line adjustment was the best way to allow them the access they needed to maintain the trail. Public input closed.

P. Bolster asked if the land in question was landlocked. S. Perron, LLS, stated that the Rollins land had access to Ames Road and the Forest Society had always been landlocked with no deed access.

R. Wilder moved to approve Case # P16-20:

Let this Alton Planning Board Notice of Decision serve as written notification for the above referenced project as follows:

After due hearing, the Alton Planning Board hereby approves Case #P16-20 for Steven P. Rollins and the Society for the Protection of NH Forests for the above

cited Lot Line Adjustment/Annexation of Map 17 Lot 2 and Map 13 Lot 9, with the following conditions:

CONDITIONS PRECEDENT

Conditions Precedent: The following conditions must be satisfied prior to the Planning Board Chair signing the plans.

- 1. Submission of revised plans in the number required by the Subdivision Regulations and that include all of the checklist corrections, any corrections as noted at this hearing and any waivers granted by the Planning Board.**
- 2. Addition of a note to the lot line adjustment/annexation plan prior to plan signing by the Planning Board Chair stating that Best Management Practices shall be utilized during any timber cutting on site.**
- 3. Addition of a note to the lot line adjustment/annexation plan prior to plan signing by the Planning Board Chair: This lot line adjustment/annexation plan is subject to the Conditions of Approval itemized in the July 19, 2016, Notice of Decision recorded in the Belknap County Registry of Deeds and on file at the Town of Alton Planning Department.**
- 4. Submission of signed deeds to record with the Lot Line Adjustment/Annexation Plan and Notice of Decision within 60 days of conditional approval of the lot line adjustment by the Planning Board, unless extended by the Planning Board. Deeds to both lots are required that indicate the 21.90 acre parcel of land being taken from Map 17 Lot 2 and annexed to Map 13 Lot 9.**

SUBSEQUENT CONDITIONS:

Conditions Subsequent: The following conditions subsequent shall be met during construction and on an on-going basis:

- 1. The applicants shall comply with all of the Town of Alton's Subdivision Regulations.**
- 2. The approval is based upon the plans, specifications and testimony submitted to the Planning Board. Any alterations, additions, or changes to the plans are not authorized and require additional Planning Board approval.**
- 3. A lot line adjustment which has been approved, conditionally or otherwise, may be revoked, in whole or in part, by the Planning Board when an applicant or successor in interest to the applicant has performed work, erected a structure or structures, or established a use of land, which fails to conform to the statements, plans, or specifications upon which the approval**

was based, or has materially violated any requirements or conditions of such approval.

Unless otherwise approved by the Board, the applicant shall have one (1) year from the date of the meeting at which the application is approved with conditions to complete any conditions precedent that are required prior to signing and recording the subdivision plat. Failure to complete any conditions within the one (1) year timeframe shall invalidate the Board's approval, unless an extension is approved by the Board under Section IV, O. 2. of the Town of Alton Subdivision Regulations.

P. Bolster seconded the motion with all in favor.

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| Case #16-21 Hunter Family Revocable Trust | Map 10 Lots 14-1 & 14-2 Rural (RU) Zone | Lot Line Adjustment Avery Hill Road |
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Peter Bolster recused himself, as Mr. Hunter is the contractor building his house.

N. Strong stated this was the first time the Board had seen this Lot Line Adjustment application. The only item that had not been received prior to the Planner's Review being done was comment from the Conservation Commission and they had no concerns with the application. The Board had a list of the items that were submitted with the application and a list of items required under the Town's Regulations to determine completeness of the application. D. Collier stated the application packet lacked the deeds for recording but that regulations allow for those to be submitted within 60 days of approval.

V. MacDonald moved to accept Case # P16-21 as complete.

R. Wilder seconded the motion with all in favor.

N. Strong stated that since the Planner Review had been prepared Randy Tetreault, LLS, had emailed the plans back with the previously missing items and items that needed corrections were taken care of.

Randy Tetreault, LLS, Norway Plains & Associates, Inc., agent for the applicant spoke to the application. R. Tetreault stated the applicants were requesting waivers for Section IX. E. 7. g., h., and i. of the Town's Subdivision Regulations requiring that wetlands, topography, and steep slopes exceeding 25% be depicted on the plan. He stated the request was for only the larger parcel, they had proven out the smaller remaining parcel being conveyed.

R. Wilder moved to grant the waiver request for Section IX. E. 7. g., h., and i. of the Town of Alton Subdivision Regulations requiring that wetlands, topography, and steep slopes exceeding 25% be depicted on a plan.

V. MacDonald seconded the motion with all in favor.

R. Tetreault, LLS stated there were two existing parcels both with existing houses, wells and septic systems on a Class V road. Brad and Susan Hunter own both properties and were in the audience. R. Tetreault, LLS stated the owners were proposing to annex 13.84 acres from Lot 14-1 to Lot 14-2, which would leave the remaining parcel with approximately 26 acres.

R. Tetreault, LLS stated topography, wetlands and soils had been done on the 3-acre parcel, there had been a very recent septic design done on that home. He stated they ended up with 80,000 s. f. of contiguous upland and the Town's Regulations require about 64,000 s. f. of contiguous upland excluding slopes over 25% and wetlands, so the resulting size meets Town requirements. R. Tetreault, LLS stated the only item that was not included that was in the Planner's Review was a well radius easement that will extend over onto Lot 14-2 and the owners were going to have a deed prepared for the lot that will include the well easement language. R. Tetreault, LLS stated the property was approximately 80-90% in current use and that information was added to the plan.

D. Collier opened for public input. No public input. Public input closed.

V. MacDonald moved to approve Case # P16-21:

Let this Alton Planning Board Notice of Decision serve as written notification for the above referenced project as follows:

After due hearing, the Alton Planning Board hereby approves Case #P16-21 for Bradley S. & Susan I. Hunter, Trustees, Hunter Family Revocable Living Trust for the above cited Lot Line Adjustment of Map 10 Lots 14-1 and 14-2, with the following conditions:

CONDITIONS PRECEDENT

Conditions Precedent: The following conditions must be satisfied prior to the Planning Board Chair signing the plans.

- 1. Submission of revised plans in the number required by the Subdivision Regulations and that include all of the checklist corrections, any corrections as noted at this hearing and any waivers granted by the Planning Board.**
- 2. Addition of a note to the lot line adjustment plan prior to plan signing by the Planning Board Chair stating that Best Management Practices shall be utilized during any timber cutting on site.**
- 3. Addition of a note to the lot line adjustment plan prior to plan signing by the Planning Board Chair: This lot line adjustment plan is subject to the Conditions of Approval itemized in the July 19, 2016, Notice of Decision recorded in the Belknap County Registry of Deeds and on file at the Town of Alton Planning Department.**
- 4. Addition of a note to the lot line adjustment plan prior to plan signing by the Planning Board Chair: This lot line adjustment plan contains a total of 2 sheets: [to be listed and dated by the applicant on the plan itself]. In**

combination these plans constitute in their entirety the lot line adjustment plan as approved by the Town of Alton Planning Board. All sheets are on file at the Town of Alton Planning Department.

5. **Submission of signed deeds to record with the Lot Line Adjustment/Annexation Plan and Notice of Decision within 60 days of conditional approval of the lot line adjustment by the Planning Board, unless extended by the Planning Board. Deeds to both lots are required that indicate the 13.84 acre parcel of land being taken from Map 10 Lot 14-1 and annexed to Map 10 Lot 14-2. These deeds may include the well radius easement or said easement shall be submitted separately.**

SUBSEQUENT CONDITIONS:

Conditions Subsequent: The following conditions subsequent shall be met during construction and on an on-going basis:

1. **The applicants shall comply with all of the Town of Alton's Subdivision Regulations.**
2. **The approval is based upon the plans, specifications and testimony submitted to the Planning Board. Any alterations, additions, or changes to the plans are not authorized and require additional Planning Board approval.**
3. **A lot line adjustment which has been approved, conditionally or otherwise, may be revoked, in whole or in part, by the Planning Board when an applicant or successor in interest to the applicant has performed work, erected a structure or structures, or established a use of land, which fails to conform to the statements, plans, or specifications upon which the approval was based, or has materially violated any requirements or conditions of such approval.**

Unless otherwise approved by the Board, the applicant shall have one (1) year from the date of the meeting at which the application is approved with conditions to complete any conditions precedent that are required prior to signing and recording the subdivision plat. Failure to complete any conditions within the one (1) year timeframe shall invalidate the Board's approval, unless an extension is approved by the Board under Section IV, O. 2. of the Town of Alton Subdivision Regulations.

R. Wilder seconded the motion with all in favor.

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| Case #16-22 Right Field Development | Map 8 Lot 45 Residential Commercial (RC) Zone | Major Site Plan 166 Wolfeboro Highway |
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P. Bolster rejoined the Board.

N. Strong stated the Board saw the Design Review at last month's Board meeting, this was the first hearing on the final site plan application and the Board had the list of items that were submitted with the application to determine completeness. The Conservation Commission Department Head review stated they were concerned about erosion control during construction. D. Collier stated it appeared all the items required to determine completeness had been submitted.

P. Bolster asked in regards to the Conservation Commission's concern for erosion control, would the Building Inspector monitor and enforce specific types of erosion control during construction, such as silt fencing. N. Strong stated if it were related to the construction of the building then he would be specifically looking for that, unless the Board specifies as part of the approval that the site work gets inspected as well, then the Building Inspector was not specifically going to look at that, he might notice something if he were there to inspect something else but his inspections were on the buildings. P. Bolster stated the Town passed an ordinance last year stating if a property had more than 15% steep slope applicants must do certain things to mitigate that and the Building Inspector requires that to be addressed prior to receiving an occupancy permit, so in his opinion the Building Inspector should have some jurisdiction over the erosion control. N. Strong stated the Town's Site Plan Review Regulations contained a whole section about construction inspections and that is something the Board would specify as part of the approval. P. Bolster asked who would do the inspections. N. Strong stated it would be up to the Board to determine who would inspect, there was a provision to require the inspections to be done by a Town engineer or the Board could require the Town's Building Inspector to do it, but the Board would be specifically requesting him to look at the site work because the Building Inspector is ordinarily only looking at the building.

R. Wilder moved to accept Case # P16-22 as complete.

V. MacDonald seconded with all in favor.

The applicant was requesting a waiver from the provision of Site Plan Review Regulation 5.08 (B), Parking Lot Landscaping and 5.09, Site Landscaping. The Board discussed the proposed phasing of the project specifically in terms of landscaping. N. Strong stated the applicant had provided a description of the phasing to be the Car Wash as phase I and they had shown some improvements at the end of the building where the Car Wash would be located, but by showing the parking and the stripes, it was not clear whether that was part of phase I or II.

Stephan Nix, Esq., attorney for the applicant, stated the parking needs would be governed by what the use of the building ends up being, each allowed use requires different parking requirements.

Steve Smith, LLS, Steve Smith Associates, Inc., agent for the applicant, stated the discussion at the Design Review was that the only use at this that would be the Car Wash, they do not know what the use will be for the other end of the building. The applicant had a permit to re-side the

facade of the building in an attempt to draw interest to the site, however, they do not know who would be utilizing the remainder of the building and what their needs would be. The proposed improvement plan represents exactly what the applicant would be doing in phase I including the parking. He stated the applicant would come back to the Board for additional site plan approval including additional parking, if necessary, when the use for the remainder of the building was determined.

S. Smith, LLS, stated all the items and/or notes requested by N. Strong, had been added to the plan including: approvals of the Car Wash holding tanks, updated driveway permit, list of all the plans included in the package, indicated the hours of operation as requested, and indicated the need to come back to the Board for any future phases.

R. Wilder stated on the proposed site plan the applicant had identified various plantings such as roses, day lilies, arborvitaes, and purple cone flowers and the plan shows where those plantings are going to go. S. Smith stated the plan also included a smaller shrub area in the front of the building that the previous plan did not have.

R. Wilder moved to grant the waiver request for the provision of Site Plan Review Regulations 5.08 (B), Parking Lot Landscaping and 5.09, Site Landscaping, as noted in Stephan Nix, Esq.'s letter of June 28, 2016.

V. MacDonald seconded the motion with all in favor.

Steve Smith, LLS, of Steve Smith Associates, Inc., representing Right Field Development, stated Richard D'Angelo, owner and Stephan Nix, Attorney representing Right Field Development and Bill Stack, his partner and Project Engineer were present to speak to the application.

S. Smith, LLS, stated the proposed project was at the former site of Aetna Pump/Blake Equipment and adjacent to the American Legion on Rt. 28, and was in the Residential Commercial Zone. The abutting property around the proposed project was the Residential Rural Zone. The property has roughly 357 ft. of road frontage along Rt. 28 and total land area of 2.74 acres and access to the site was shared with the American Legion and the abutter to the back of the property granted by the State of New Hampshire, with a 50 ft common right of way to get to the Richard Cuda property. The building was serviced by municipal water and had an existing septic and leach field. S. Smith, LLS, stated two free standing smaller storage buildings had been removed from the property with appropriate demolition permits from the Town. The applicant was proposing a phased project given they are unsure of what the future uses of the facility would be, they have provided a layout that shows the potential of two or three more units in the building depending on the size and type of the business and anything beyond the proposed Car Wash would have to come back to the Planning Board for approval.

S. Smith, LLS, stated the Car Wash was a two-bay fully automated car wash system, located on the northerly end of the building. Entrance to the site would be the same as the existing entrance, however, they were proposing to build a new access way to the building, the current access way is gravel and goes around what used to be the larger of the storage buildings that had been removed. The proposed access way would be around the back of the building, where customers would enter the Car Wash from the rear, once the wash was complete the customer would exit

the building to the area where vacuums are provided, then proceed to exit around the rear of the building and back out the original driveway entrance.

S. Smith, LLS, stated as discussed at the Design Review, the proposal included holding tanks that would handle the waste water from the Car Wash, the tanks had been approved by NH DES to be installed and that permit was listed on the plan. The tanks would have to be pumped out periodically and the applicant had contacted a company that would do that. S. Smith, LLS, stated a lighting plan for lights that would be installed during phase I and for those being installed in phase II was included in the Board's packet, and are compliant with the Town's dark sky regulations.

S. Smith, LLS, stated the automated Car Wash will function twenty-four hours a day, seven days a week, and those hours of operation were listed on the plan and that the facility could have an employee but employee hours would be determined by the success of the business.

S. Smith, LLS, stated there was a sign on the plan that had been moved back to meet the setback requirement of 5 ft. and a sign plan had been submitted to the Board. He also stated the Planner Review identified the signs that were noted on the plan did not meet Town requirements so those would need to be fixed and all the proper sign permits would need to be obtained from the Town's Building Department.

S. Smith, LLS, stated there was municipal water that goes to the building and they had been working with the Water Department in determining what needs to be done to get adequate water flow for the Car Wash to operate, however, the applicant would like to ask the Board to give approval for a well to be added to the property, if the cost of upgrading the water lines is too high or some sort of compromise cannot be reached. The well water would only be used to operate the Car Wash at this time. S. Nix, Esq., stated they have been speaking with the Water Department and were in receipt of a letter that stated there was adequate water however the main would need to be updated. S. Nix, Esq., stated the applicant has identified the water situation as an issue that cannot be completely resolved at tonight's meeting and rather than come back before the Planning Board just to discuss this issue, he was asking the Board to add to Condition #1 that as an alternative the developer will drill a well to supply water to the Car Wash.

D. Collier stated he would like clarification from Town Counsel on whether the Board could approve the drilling of a well as part of the Site Plan approval and he would like feedback from the Water Department as to their recommendations.

R. D'Angelo stated presently there was a one-inch line coming into the building, which provides for adequate supply of water for the current use of the building. With the addition of the Car Wash the water line would need to be an inch and a half to bring in more volume, and it is not known where the inch and a half line starts. If it was determined to be an inch and a half all the way down, then they would tap into the Town's water supply and not drill the well. He stated the municipal water that currently runs into the building would still be used to supply all other water needs to the building.

V. MacDonald moved to approve the applicant to put a well in for the Car Wash.

R. Wilder seconded the motion, V. MacDonald amended his motion to include non-potable well.

R. Wilder seconded the amended motion with all in favor.

D. Collier opened for public input. No public input. Closed public input.

N. Strong asked the Board to discuss with the applicant the things that would be required for the two thresholds for vesting the application. She explained the first level was for “active and substantial development or building” to take place within 24 months of the approval in order to guarantee 5 year vesting from changes to ordinances or regulations as long as a substantial completeness of improvements was achieved, after which Phase I of the project would be vested forever. The Board determined that installation of the drainage and grading per plan would be active and substantial and that opening the car wash for business would be proof of substantial completeness of improvements. The applicant agreed.

P. Bolster moved to approve Case # P16-22:

Let this *Alton Planning Board Notice of Decision* serve as written notification for the above referenced project as follows:

After due hearing, the Alton Planning Board hereby approves the above cited application for Right Field Development, LLC, for a Final Major Site Plan Review for a car wash as phase 1 of a phased site plan at Map 8 Lot 45, with the following conditions:

CONDITIONS PRECEDENT

Conditions Precedent: The following conditions must be satisfied prior to the Planning Board Chair signing the plans.

- 1. Submission of revised plans in the number required by the Site Plan Review Regulations and that include all of the checklist corrections, any corrections as noted at this hearing and any corrections that arise from the Stormwater Drainage Report review by KV Partners, LLC.**
- 2. Addition of a note to the site plan prior to plan signing by the Planning Board Chair stating that Best Management Practices shall be utilized during any timber cutting on site.**
- 3. Addition of a note to the site plan prior to plan signing by the Planning Board Chair: This site plan contains a total of 8 sheets: [to be listed and dated by the applicant on the site plan itself]. In combination these plans constitute in their entirety the site plan as approved by the Town of Alton Planning Board. All sheets are on file at the Town of Alton Planning Department.**
- 4. Addition of a note to the site plan prior to plan signing by the Planning**

Board Chair: This site plan is subject to the Conditions of Approval itemized in the July 19, 2016, Notice of Decision on file at the Town of Alton Planning Department.

5. **Receipt of approval from KV Partners, LLC, of the Stormwater Drainage Report prior to plan signing by the Planning Board Chair.**
6. **Receipt of approval from NH DES for the holding tank system prior to plan signing by the Planning Board Chair.**

SUBSEQUENT CONDITIONS: The following conditions subsequent shall be met during construction and on an on-going basis:

1. **All site improvements are to be completed as per the approved site plans, including replacement of the water line as noted in the Water Department's letter of June 21, 2016, and the requirements as listed in the Fire Department's letter of June 10, 2016, or in the alternative the developer will drill a non-potable well to supply the car wash.**
2. **The hours of operation for the car wash facility are 24 hours, 7 days a week. The facility may be staffed from time to time during normal business hours of 7:00 a.m. to 5:00 p.m. as needed.**
3. **Future development of the remainder of the site as specified on the plans following discussion at the July 19, 2016, hearing, shall require site plan review according to the Town of Alton's Site Plan Review Regulations.**
4. **The applicant shall comply with all of the Town of Alton's Site Plan Review Regulations.**
5. **The approval is based upon the plans, specifications and testimony submitted to the Planning Board. Any alterations, additions or changes to the plans are not authorized and require additional Planning Board approval.**
6. **A site plan which has been approved, conditionally or otherwise, may be revoked, in whole or in part, by the Planning Board when an applicant or successor in interest to the applicant has performed work, erected a structure or structures, or established a use of land, which fails to conform to the statements, plans, or specifications upon which the approval was based, or has materially violated any requirements or conditions of such approval.**
7. **Once any and all conditions of approval have been met and the Chairman of the Planning Board or his designee signs a site plan, the applicant has twelve (12) months from the date of signing to start construction and, unless a different schedule is approved by the Board, must complete construction within twenty-four (24) months.**

8. **Site plan approvals that have not started construction within twelve (12) months shall automatically expire, at which time no building permits shall be issued, unless an extension has been formally requested and granted by the Board. Normally the Board shall not grant more than one extension per project, shall only grant an extension for reasonable cause, and shall normally not grant an extension for more than six months.**
9. **No site may be occupied or used until a Conditional or Permanent Certificate of Occupancy Permit has been issued by the Code Official in accordance with Section 1.22 of the Site Plan Review Regulations.**

ACTIVE AND SUBSTANTIAL DEVELOPMENT OR BUILDING AND SUBSTANTIAL COMPLETION OF IMPROVEMENTS:

1. **Within 24 months after the date of approval, the following items must be completed in order to constitute "active and substantial development or building" pursuant to RSA 674:39,I, relative to the 5-year exemption to regulation/ordinance changes:
installation of drainage and grading as shown on the approved plans**
2. **The following items must be completed in order to constitute "substantial completion of the improvements" pursuant to RSA 674:39,II, relative to final vesting:
opening of the car wash**

Unless otherwise approved by the Board, the applicant shall have one (1) year from the date of the meeting at which the application is approved with conditions to complete any conditions that are required prior to signing the site plan. Failure to complete any conditions within the one (1) year timeframe shall invalidate the Board's approval, unless an extension is approved by the Board per Section 1.14 of the Town of Alton Site Plan Review Regulations.

V. MacDonald seconded the motion with all in favor.

IV. OTHER BUSINESS

1. Old Business-
 - None
2. New Business-
 - Discussion on the Town of Alton Excavation Regulations, Working Draft 6.17.16, distributed at the June 21, 2016, Planning Board Meeting.
 - The Board discussed reading through the draft regulations and to be prepared to discuss their recommendations at the August 16, 2016, Planning Board Meeting.

- Discussion on the Town of Alton Subdivision Regulations, Working Draft 4.19.16, distributed at the April 19, 2016, Planning Board Meeting.
 - The Board discussed reading through the draft regulations and to be prepared to discuss their recommendations at the August 16, 2016, Planning Board Meeting.

3. Approval of Minutes-

- a. Minutes of June 21, 2016, regular Planning Board Meeting.

R. Wilder moved to approve the minutes as amended, typo on Page 3, fourth paragraph-not instead of no.

V. MacDonald seconded the motion with R. Sample, P. Bolster and R. Wilder approving, D. Collier abstained, motion passes.

- b. Minutes of June 27, 2016, Sandra Hammond, Major Subdivision Site Walk.

R. Wilder moved to approve the minutes as presented.

R. Sample seconded the motion with R. Wilder and R. Sample voting in the affirmative, D. Collier, V. MacDonald and P. Bolster abstaining, motion passes.

4. Correspondence for the Board's action/review/discussion:

- N. Strong stated item 5a. Letter to Ken Chase, from Nic Strong, dated June 22, 2016, re: Chestnut Cove Subdivision/Map 15 Lot 15/Ridge Road and Evans Hill Road would need to move to Correspondence for the Board's action/review/discussion.
 - N. Strong stated the security amount that was to be submitted by July 19, 2016 had not been submitted at this time. The Board requested N. Strong to ask Attorney James Sessler to write to Ken Chase regarding the Town's next steps.

5. Correspondence for the Board's information:

- a. Letter to Ken Chase, from Nic Strong, dated June 22, 2016, re: Chestnut Cove Subdivision/ Map 15 Lot 15/ Ridge Road and Evans Hill Road.

➤ Moved to Correspondence for the Board's action/review/discussion.

- b. Right to Know Article from the NH Union Leader.

- c. NHMA 2016 Municipal Law Lecture Series Location and Dates.

- d. Belknap County Conservation District, Erosion Control Field Day: Good Erosion Control in New Hampshire, August 23, 2016, 8am to 3:30pm, Gunstock Recreation Area.

6. Any Other Business that may come before the Board:

- None

V. PUBLIC INPUT ON NON-CASE SPECIFIC LOCAL PLANNING ISSUES:

Opened to the public. None at this time. Closed Public session.

VI. ADJOURNMENT

R. Wilder moved to adjourn. The motion was seconded by V. MacDonald and passed without opposition.

The meeting adjourned at 8:29 pm

Respectfully submitted,
Traci Cameron, Recorder, Public Minutes

