TOWN OF DUNBARTON, NH
PLANNING BOARD MEETING MINUTES

March 20, 2019, 7:00 p.m. at Dunbarton Town Offices

IN ATTENDANCE: Chairman Ken Swayze, Jeff Crosby, Chuck Frost, Brian Pike, Ex-Officio Mike Kaminski, P/Z/B Department Administrator Donna White

BUSINESS:

1. The chairman confirmed that this meeting has been posted in all the required locations.

2. Approval of Minutes: Brian Pike made a motion to approve the minutes of February 20, 2019 as written; Chuck Frost seconded the motion. Four in favor; Brian Pike abstained.

3. Correspondence: None

4. Selectmen’s Office Report: 1) A representative of Lamontagne Builders contacted the office about snowmobile activity around a retention pond on Overlook. The builder has a bond in place for the completion of site work in the spring. The representative wants to make sure they are not held liable for any damage done by the snowmobilers. The Conservation Commission investigated the matter; it was determined the snowmobilers had come in from Stack Road in Bow. The parents have been notified; assured will not happen again. 2) The Town is contracting with Central NH Regional Planning Commission for eighty hours of assistance in drafting Planning Board policies & procedures. The project will be led by George Holt; he will work with Donna and Matt Monahan. Brian Pike asked about the project, noting he saw nothing about it in the February minutes and doesn’t recall any discussion about doing this. Selectman Kaminski explained that an opportunity presented itself just recently and it was agreed to pursue the project. 3) Mr. Kaminski said he has been chosen to remain the Selectmen’s representative to the Board. Dave Nault will be the alternate ex-officio.

5. Planning/Building Department Report: Planning Board outstanding plans: lot line adjustments for Nault, Johnson/Kaminsky, and Warriner. Mike issued a Certificate of Use to MG’s Farmhouse Café last week. All approval dates were listed; notes were included about installing the parking lot signs and fencing around the dumpster.

OLD BUSINESS: None

NEW BUSINESS:
Application #2019-PB-001, Dunbarton 88, LLC, Lot Line Adjustment – Tax Lots A4-01-05 & B4-01-11, Stark Highway South. Donna gave an overview of the request to move a lot line, annexing 51.64 acres from A4-01-05 to B4-01-11, leaving A4-01-05 with 6.12 acres and B4-01-11 with 119.97 acres. **Chuck Frost made a motion to accept the application as complete; seconded by Jeff Crosby.** Mr. Frost said he noted that the owner’s name is not listed on A4-01-05. Donna pointed out where the lots and owner are identified on the plan. Both lots are owned by Dunbarton 88, LLC. **All were in favor of the motion.**

Jacques Belanger, surveyor and agent for the applicant, explained there are four tracts, all on the same deed, owned by the country club. He said the country club is for sale and thinks it is under agreement. His understanding is that it will remain a 9-hole golf course. Mr. Belanger pointed out the two tracts involved in this project. One of the lots is not in play of the golf course. The owner is moving a line to leave a 6.12-acre lot with frontage on Stark Highway South. The remainder of land is being sold with the country club. Mr. Belanger noted this is reducing the lot size from 57.76 acres to 6.12 acres, pointing out the area on the plan.

Chairman Swayze stated this is a lot line adjustment, no new lots are being created, they are just moving a line. He noted that test pits have been done; results are shown on the plan. Mr. Belanger said they will be applying for a State driveway permit for A4-01-05 which is already seen as a separate lot in Town records.

Brian Pike asked about the frontage at the northern end of the property. Mr. Belanger said there are several short pieces that total 420.08’. This information is shown in a box at the top of Sheet 1. Mr. Belanger stated that all previously approved site specific, dredge & fill permits, and Planning Board approvals have timed out. There will be three tracts left after this. Jeff Crosby said he was curious as to why 6 acres instead of the district-required 5 acres. Mr. Belanger pointed out that it allowed for a perpendicular line from an existing drill hole to a second stonewall; works well for the area.

Chairman Swayze informed those in attendance that a lot line adjustment does not require a public hearing, but he will open it to the public. He cautioned the group that this is a lot line adjustment only, nothing to do with the commercial venture there and asked them to stay on track. Abutter Real Boyer of 1017 Meadow Lane asked the owner’s name. Mr. Belanger stated he deals with Bob Pike who is part of Dunbarton 88, LLC. Hearing nothing further from the public, the chairman closed the public hearing and brought it back to the Board.

**Jeff Crosby made a motion to approve the application for lot line adjustment; seconded by Chuck Frost.** Chairman Swayze asked Board members if this application warrants a vote on regional impact. All agreed there is no regional impact. **All were in favor of the motion.** Copy of the complete motion can be found in the application file.

**OTHER BUSINESS:**

Central NH Regional Planning Commission – 1) Mike Tardiff spoke briefly about the contract for assistance with polices and procedures. 2) Mr. Tardiff informed the Board that he feels the Master Plan will be ready for public hearing in May. He said he would like to address the Implementation Chapter this evening. The original draft of the transportation section did not
include anything about recent discussions on the Page’s Corner intersection project. Short- and long-term solutions have been discussed, including the possibility of creating a roundabout. Mr. Tardiff said he would recommend having the language included so the Town can use it as a tool to promote the project’s position in the State’s ten-year-plan.

Mr. Tardiff said some chapters did not rank any priorities in a recent ranking by Board members. He said he has some ideas to discuss tonight. One recommendation that he asked the Board about moving to a higher priority was for the Energy Chapter; continue to work with local officials on funding options for renewable energy installation for municipal buildings. Board members told Mr. Tardiff that the Town is creating a solar farm and has been working on improving lighting in municipal buildings. Mike Kaminski addressed the recommendation consider formal adoption of RSA 72:61-72 to allow tax exemptions for renewable energy installations. He said he feels the RSA poses both pros and cons with others having to subsidize the exemption yet it being an incentive to install solar.

Another recommendation that Mr. Tardiff suggested moving to a higher priority was in the Housing Chapter; continue to support a mix of housing density and types in Dunbarton. A discussion of Accessory Dwelling Units (ADU), smaller houses, and the multi-family district followed.

Mr. Tardiff noted that no priorities for the Natural Resources Chapter had been listed by Board members when ranking the recommendations. He asked about prioritizing encourage land-use decision-making boards to incorporate consideration of wildlife corridors, unique habitats, and contiguous open space and promote development designs that accentuate and protect key natural features on site. There was brief discussion about the recommendation review and improve the wetlands overlay district in the Zoning Ordinance. Mr. Tardiff will look into the background of the recommendation as its purpose was not clear to Board members.

Mr. Tardiff informed the members that several Master Plan draft chapters have been put on the CNHRPC website for the Board’s review. He asked that members get their comments with details to Donna, to be forwarded to him. He said the Board’s input is needed to finalize the project. Mr. Tardiff said he feels the Transportation Chapter is still too long; he will be tweaking it more and get it to the Board next week.

Mr. Tardiff asked the Board about mentioning regional concerns in the Vision Chapter. He said he could include the potential roundabout at Exit 2 off Route 89, mention improvements at Exits 6 & 7 on Route 93, through traffic on Route 13, and the impacts of the Bow power plant on the school district.

The rest of the chapters will be posted for the Board’s review. Mr. Tardiff asked that members print and mark them up, then get them to Donna or email to him directly.

Jeff Crosby asked how long the contract discussed earlier in the meeting is good for. Mr. Tardiff said it is for 80 hours of assistance, there is no set timeframe. The cost is being split with CNHRPC through grant money. He said they may be looking at August. Brian Pike suggested having a master checklist to cross reference documents to be used when future changes are made. It would notate all documents to be amended when one is revised.

Zoning Ordinance review – Sub-committee chairman Chuck Frost spoke about the review thus far. Donna had sent an email to Board members with her review of the first three sections. One member responded with recommended changes; another reviewed and had no
comments. Donna will provide printed copies of those chapters to the sub-committee members before the next workshop which was scheduled for April 3rd at 6:00 pm. It was agreed that the sub-committee would be Chuck Frost, Ken Swayze, and maybe one other Board member. Donna will work with the sub-committee.

Approval enforcement – There was general discussion of the enforcement of PB approval agreements. It was agreed that some means of accountability on site plans and subdivisions is needed.

Brian Pike moved to adjourn the meeting at 8:35 p.m.; seconded by Chuck Frost. All in favor.

Respectfully submitted,
Donna White