

**Town of Richmond**  
**Planning Board Public Meeting**  
**June 18, 2019                      7:30 PM.                      Veterans Hall**

Members Present:

Stacie Maillet (Chairman)  
Lloyd Condon, (Vice Chairman)  
Doug Smith, (Secretary)  
Richard Drew  
Jed Butterfield (Alt.)

Members Absent

Seth Reece  
Butch Morin (Alt.)  
Doug Bersaw (Selectman's Rep.)  
Jason Macdonald

Meeting called to order at 7:31 PM

Jed Butterfield seated for Seth Reece.

**1. Public:**

No one from the public.

**2. Public Hearing Map 202 Lot 045:**

Richard Drew stepped down at 7:36 PM.

Notice of Decision for Map 202 Lot 045. Change the wording in line two. Change the word will to shall. Corrections will be made, and the final Notice will be scanned and sent to Chairman Maillet for her signature.

All information will be sent to the Applicant and the Selectman's office for their follow up for compliance.

Richard Drew reseated at 7:40 PM.

**3. Mail:**

No Mail.

**4. Minutes of June 4, 2019:**

Page 1, under 2, Public Hearing, First line first word change to **Richmond**. Second line, second word : change to **requested**. Fourth line down, third word in change to furnace. Fifth line down, first word remove the s, word should be Adjustment.

Page 2: first line, remove the s from Department. After Department add and to thank chief Akins for his time and expertise expended in the report.

THESE MINUTES MAY BE APPROVED AND /OR AMENDED AT THE FOLLOWING MEETING

Under 4. Minutes May 21, 2019, first line adds the letter t to not.

Motion made by Richard Drew to accept the minutes as amended. Seconded by Doug Smith. All in favor. None opposed. Motion carries.

**5. Discussion of Site Plan Review changes:**

Draft copy of the Site Plan Review Fee Schedule was handed out to the members. It was agreed to add an example of the sq. footage scale.

Example: 1,000 sq. feet to 1,999 sq. feet = \$20.00

Clarification on the Excavation fee, the fee means excavation that will take place during construction. Decision was to remove the Excavation fee from the schedule.

Last paragraph of the Site Plan Review, second line down remove: it requires, in its judgement. Third line down. Third line sentence change to: The cost incurred by the Planning Board for Studies and investigations shall be paid by the applicant, prior to the approval or disapproval of the final plan.

Motion made by Richard Drew to approve the changes made to the Site Plan Review Fee Schedule, revised Oct. 2, 2019. Seconded by Doug Smith. All in favor. None opposed. Motion carries.

Final copy will be presented at the next Planning Board Meeting.

**6. Other:**

Discussion on the July 2, 2019. Meeting:

Planning Board meeting will be cancelled due to the Holiday week. If an application comes before the board, there will be an additional meeting added. If not, the next Planning Board meeting will be July 18, 2019 at 7:30 PM located at the Veterans Hall.

With no further business before the board.

Motion made by Jed Butterfield to adjourn the meeting. Seconded by Vice Condon. All in favor. None opposed. Motion carries

Meeting adjourned at 8:17 PM.

Respectfully Submitted,

Kandace Mattson