

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

**Town of Richmond
Planning Board Public Meeting**

June 4, 2013

7:30 PM

Civil Defense Building

Members Present:

Rick Lewis, Chair
Lloyd Condon, Vice Chair
Deb Duffy, Secretary
Richard Drew
Norma Thibodeau
Jon Pratt
Debra Boncal, Selectman Rep
Wes Vaughan, Alternate
Butch Morin, Alternate

Members Absent:

Bob Coy, Alternate

Public: Ronald Raymond.

Meeting called to order @ 7:30.

1. Public:

Nothing from public.

2. Mail:

May/June Town and City magazine.

South Western Regional Planning Commission Annual meeting on June 25th. Butch Morin and Lloyd Condon will attend.

3. Public Hearing Map 415, Lot 10:

Richard Drew stepped down. Wes Vaughan was seated. Richard Drew presented a proposal for a 2-lot subdivision on Whipple Hill Map 415, Lot 10 & Map 415 Lot 10.1. Application was determined to be complete on May 7, 2013 and accepted for review. Abutters certified mailing with returned receipt sent out on May, 17, 2013. Public posting of the hearing inside and outside of the Town Hall, Veterans Hall and at the Civil Defense building took place on May 17, 2013. Two checks were received for the certified mailing and the Town fees.

The subdivision contains two lots running along Whipple Hill Rd. Map 415 Lot 10 which is the mother lot will contain 20.08 acres. Map 415 Lot 10-1 will contain 10.24 acres; this lot runs along Whipple Hill Rd. and Bowker Rd. creating a triangle shape following natural boundaries along the back side.

Richard Drew submitted driveway permit # 2013-001 which was granted May 8, 2013 by the Richmond Selectman to Sandra Auvil and Ron Raymond. The driveway entrance isn't marked on the present plans or physically marked on the property. Eight waivers have been requested.

Motion was made by Lloyd Condon to accept the application as complete. Seconded by Deb Duffy. All in favor.

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None opposed. Motion passed.

The Planning Board will meet on Tuesday June 11, 2013 @ 6:30 on Whipple Hill for the site walk. The driveway will be flagged before the walk.

Wes Vaughan stepped down and Richard Drew was seated.

4. Minutes May 7, 2013:

Page 2, Under 5. Pratt Excavation Pit Update. Change the word for to **from**.

Page 2, Under 8. Other, second sentence down change the word or to **of**.

Motion made by Lloyd Condon to accept the minutes as amended. Seconded by Deb Duffy. Five in favor. Two abstentions. Motion passed.

5. Pratt Excavation Pit Update:

Chair Lewis submitted the Cease and Desist order dated April 15, 2013. This will be included in the file for Map 405 Lot 86. No discussion on Cease and Desist.

6. Review laid out/update for Subdivision Approval and Subdivision Check list:

Updates on the Application for Subdivision Approval (last revision July 96) and the Subdivision Checklist (last revision July 03). Town seal, file number and phone numbers have been added.

Application for Subdivision Approval:

Page 1.

First paragraph third line down pull one of the two words **by**, then change the word should to **shall**. Pull out Richmond Planning Board at a regular scheduled meeting of the Planning Board one month prior to the meeting at which it is to be formally submitted to the Planning Board for approval. The new line should read: **Shall be returned to the Town Hall to be formally submitted to the Planning Board for approval.**

- 15. Change numbering to reflect correct numbering sequence.
- 17. Change the question mark to a period.
- 19. Pull the word variance from both sections.
- 20. Add boxes with a check for yes or no.
Last paragraph first line pull the d for completed. Then last paragraph third line change 403.3, paragraph A thru G to 408.

Page 2.

Add the number 20, to names and address of abutters.
At top of page, right hand column change applicant or surveyor to **professional**.
Abutters list add one additional full page for abutters mailing information. Then add to the bottom the present check

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list box containing a list for the Land Use Board to assure all information is included.

Subdivision Checklist:

Page 1.

At top add **Map and lot** number to file #.

2. Pull **including** then in prentices, (Certified mail with returned receipt).

5. Change the word Eater to **Water**.

8. Add, **of Authorization**.

9. Pull by 412 and add **subdivision regulations**. Then add \$**100.00 minimum** and **see 412 of Subdivision Regulations**.

Page 2.

Add to top **Map and lot number** to file #.

F. Pull e out of **curves**.

M. First sentence, add **or septic systems** after sewer's.

Second sentence, change drives to **driveways**.

P. First sentence, small p for **percolation**. Change an to **and**.

Second sentence change 75 foot to **protected**.

1. Posting or publication as required in board regulations RSA 674:4, I (d)

Change in the RSA number is should read, RSA 676:4,I (d)

At present all application/reviewer fees are submitted by the applicant and deposited into the Towns general fund. Then expenses incurred from the applications are withdrawn from the Land Use budget. It was determined that this helps to inflate the Land Use budget.

This RSA allows the Planning Board to create an account to deposit their application/reviewer fees which is non lapsing. The Land Use boards can use this account to off set their budget in the following year.

2. RSA 673:16, II (a. b. c. d.)

RSA 673:17, II, research to clarify that the Planning Boards procedure was correct. The RSA clearly states that you may either publicly post the date, time and location of a hearing OR publish that announcement in the local media. At present our regulations allow for public postings. It was decided to stay with the public posting so as to not add any future expenses that an applicant has to pay for.

7. Alternate to the Planning Board:

No response from The Richmond Rooster, all board members are encouraged to contact residents in town who may have the knowledge, time and interest to serve as a volunteer.

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8. Other:

Norma Thibodeau asked what would be required for the Historical Society to build. The Historical Society is not a part of Richmond's government. Norma Thibodeau was told a Site Plan Review, she was given the Site Plan Regulations to take to the Historical Society meeting at no cost to the Historical Society.

With no further business before the board.

Motion made by Lloyd Condon to adjourn. Seconded by Deb Boncal. All in favor. None opposed. Motion carries.

Meeting adjourned @ 9:05.

Respectfully Submitted,

Kandace Mattson

No Attachments.