

Washington Planning Board

Meeting Minutes

January 2, 2024

- 0.0 Assembly: 6:30PM, on 2nd floor of Town Hall
 - 0.1 Members present: Crandall, Douglas, Martin, Revane and Schwartz
 - 0.2 Alternates present: Kluk (on FaceTime)
 - 0.3 Visitors: Jon Piatt, Nick Cashorali, Linda Halverson, Peder Halverson

Crandall called the meeting to order at 6:25PM.

- 1.0 **Minutes: December 5th Meeting and Hearing** – Crandall asked if any changes were needed in the minutes. Schwartz said that Douglas and Martin had found a few typos and those corrections were already made. Martin made a motion to approve the minutes as corrected, Douglas seconded the motion and all voted in favor.

December 14th Working Meeting – No changes were requested. Douglas made a motion to approve as written, Crandall seconded the motion and all voted in favor.

Nick Cashorali had a question for us regarding the AI transcript that The PB posted with the minutes of our last meeting. He wanted to know if these were approved. Schwartz said that they are draft and are not approved. Schwartz has posted them at the request of Florence. The Planning Board posts our regular minutes as draft and approve them at the next meeting. She said that the transcript is being done as an experiment by Florence. Cashorali is concerned about them and asked if the town lawyer has approved of doing this. Schwartz said the lawyer has not been consulted. Cashorali asked if he could get a copy of the audio tape. Schwartz said that Florence would have that. Douglas commented that the Bow Planning Board taped all their meetings and kept the tapes for some required period of time.

- 2.0 **New Business:**

- 2.1 **Halverson** – Peder Halverson said that his family wants to do a simple subdivision of one of their lots. They own 3 lots: TM 15-39, 15-40 and 15-37. Their house is on lot 15-39 (18 acres), with 399' of frontage on Faxon Hill Road. TM 15-40 is an 18-acre back lot and TM 15-37 is a 19-acre lot that has 6' of frontage on Valley Road. He shared a sketch plan showing the lots and a possible one lot subdivision of 15-39. They are thinking about getting older and the difficulty of upkeep on their existing house. They are considering subdividing 5 or 6 acres with the existing house leaving 13 acres that they could build on. They are also considering the difficulty of access to their back lots. They might consider a shared driveway on 15-39 and the Board recommended a deeded easement if they do that. 200' is required for a subdivided lot and this lot appears 1 foot short of that but a surveyor could plot the exact front footage, a variance would be needed if it is short of that distance. The Board recommended that they have the lot surveyed. Peder asked what would be required if they were to use the frontage on Valley Road to access lot 15-37. He said they have two abutters that could possibly convey either a deeded easement or a shared deeded driveway to get onto the 15-37 lot. The Board recommended that they speak to their abutters first as this would be the simplest plan. Linda asked what the sequence should be. Kluk suggested talking to the abutters first, then get a surveyor involved.

2.2 Jon Piatt – Piatt said he has moved to town to help take care of his mother and she is going to convey her back lots to him, eventually. The house is on TM 11-82 on Old Marlow Road and there are two other lots; TM 11-36 and 11-79. There is an existing drive onto 11-39 where he is building a 26'x40' wood shop for his carpentry business. He is working with the Select Board on the construction permit. He has come to us today to get a business permit. He had his application filled out and gave it to the Board. A few questions were asked about the proposed business. Schwartz will send him a copy of the Exemption to the Site Plan Review by email. If he thinks he can meet all the conditions he will fill it out and return it to us. If not, he will be required to fill out the application for a site plan review.

2.3 Solar Energy Systems – Revane said that we need a way to track solar energy systems installed in town. He doesn't see roof top mounted systems as a problem but ground-mounted systems require a structure to install and they should be subject to a permit for construction. Crandall commented that ground mounted systems need to follow the setbacks for structures. Revane said this could be a no-fee permit for either type of system. He asked if we need something in the LUO to require a construction permit. Kluk suggested adding ground-mounted solar systems to the structure definition in the LUO. Schwartz said we will do some research and come back next month with what we find.

3.0 Old Business:

3.1 LUO Driveway Section 307 Ballot – Schwartz sent a sample ballot to members for suggestions. Kluk made a suggestion for a wording change. All Board members liked her suggestion, so Schwartz will use the wording. Kluk suggested using it also at the top of the explanation sheet, all agreed. Crandall questioned why we need an explanation sheet. Douglas asked if we are given time at Town Meeting to explain what we are doing. Schwartz said we are always given a little time to speak before Town Meeting starts but not everyone who votes is there at the start and people need a clear explanation that they can read in the voting booth. Revane said the Board should make it clear that we are simplifying and breaking the permit into 2 parts (driveway cut and driveway construction) and putting what used to be in the driveway application into the LUO for clarity. PB will put it out on the website, present at the Budget Hearing and speak before Town Meeting (TM) to reach as many people as we can.

3.2 Town Center Vision – Crandall asked Revane if he needs color prints of the original and updated plan for the driveway access at the Town Buildings. Revane said yes, the BoS want a discussion at TM. Schwartz asked if they are budgeting to do the work. Revane said they want to start reclaiming the Common green space first.

3.3 Camp Morgan Protection Committee –Crandall said that the committee documents are up on the Town Website and that a report has been written for the Town Report for the committee. The Conservation Commission members are working on a document and list of present uses for the property.

3.4 Master Plan – Douglas said he spoke with someone from UNH Cooperative Extension in Durham and they said they do not do this anymore. They suggested that he call the Sullivan County UNH Cooperative Extension to see what they might be able to help with. He called and is waiting for a call back.

3.5 ZBA Report – Schwartz said that she attended (on Zoom) the ZBA hearing in front of the Housing Board of Appeals on December 21st. She said the lawyers for both sides presented the case and they will hear the Board's decision in late February.

3.6 UVLSRPC – No report.

4.0 Unresolved Business:

4.1 Phil Byers Business permit – Schwartz sent another letter asking him to return the application materials to us and we should hear by our next meeting.

5.0 Driveway Permits: None

6.0 Mergers:

6.1 Matthew and Kelly Lannon, TM 14-76 (1.11 acres) and 14-77 (1.28 acres) on Stowell Road. Schwartz said the deeds were provided and the fee was paid. Crandall made a motion to approve the merger, Douglas seconded the motion and all voted in favor. The new lot number will be 14-76 and acreage is 2.39 acres.

7.0 Communications:

7.1 Email from Deb concerning notifying town businesses about a used oil issue at the transfer station.

8.0 Date for next Planning Board meeting – Tuesday, February 6, 2023, at 6:30PM, in the upper hall at Town Hall.

9.0 Adjournment: Time: 8:03 PM

Motioned by Martin, seconded by Douglas, all voted in favor.

Respectfully Submitted,
Nan Schwartz