

**Town of Northwood
Planning Board
March 22, 2012**

Chairman Robert Strobel calls the meeting to order at 7:07 p.m.

PRESENT: Chairman Robert Strobel, Herb Johnson, Joe McCaffrey, Rick Wolf, Alternates Adam Sprague and Victoria Parmele, Town Planner Elaine Planchet and Board Administrator Linda Smith. Selectmen Representative Scott Bryer arrives at 7:20 p.m.

VOTING DESIGNATION: Bob Strobel, Herb Johnson, Joe McCaffrey, Rick Wolf, Adam Sprague, and Victoria Parmele. Selectman Bryer at 7:20.

ABSENT: Vice Chairman Tim Jandebour, Babette Morrill, and Alternate Pat Bell.

MINUTES:

March 8, 2012

Mr. McCaffrey makes a motion, second by Mr. Johnson, to approve the minutes of March 8, 2012, as written. Motion passes; 2/0/4. Mr. Wolf, Mr. Johnson, Mr. Sprague, and Ms. Parmele abstain.

NEW CASE:

Case 12-02: Douglas MacDonald, Map 105/Lot 16 and Jon Hendrick, Map 207/Lot 40, via Corson Drive/McClarren. Applicants seek boundary line adjustment with 1.74 acres proposed to be conveyed from Lot 105/16 to Lot 207/40.

Doug MacDonald is present along with his representative Steve Ferguson of Norway Plains and Associates. The board reviews revised plans which had been provided earlier in the week, along with application materials and applicant responses to staff review notes.

Ms. Planchet states that there appear to be abutters present and she provides an overview of the public hearing process. She refers to the staff notes from March 7 and states that supplemental comments and recommendations with today's date have been provided to the board with staff comments as well as responses from the applicant from the first set of planner's notes.

Mr. Johnson makes a motion, second by Mr. McCaffrey, to accept the application as complete. Motion passes unanimously; 6/0.

Scott Bryer arrives at 7:20 and is added as a voting member.

Mr. Strobel opens the public hearing for this case and reads the abutters list. Abutters present are Darryl Brown, Edward Monac, a representative of the Frawley Revocable Trust, and Cheri Smith.

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Mr. Strobel asks the applicant to provide an overview of the proposal. Mr. MacDonald explains that he is acquiring the property for purposes of his logging operation. He states that the logging road does not abut his property; therefore, he is proposing this boundary line adjustment as it would allow a landing for the logging on his land. Discussion ensues regarding the logging roads and Mr. MacDonald further explains his reasons for acquiring the property.

Mr. Strobel asks for public comment. Ms. Cheri Smith expresses concern relative to environmental impacts. Mr. McDonald replies that everything is done with a licensed forester and he has been in contact with DES which regulates this activity.

Mr. Brown asks if there will be any activity within the wetland. Mr. MacDonald replies that nothing can be done in the wetlands.

Mr. Monac questions where logging equipment and machinery will turn around, from the woods road. Mr. MacDonald explains that they will have to take a right turn as it is the only way to get out.

Mr. McCaffrey asks about Corson Drive. Mr. MacDonald states that Corson Drive is a private road. Mr. Strobel asks whether, to his knowledge, all rights of way and easements have been noted on the plan. Mr. McDonald confirms that is the case, to his knowledge, nothing else other than what is identified in the notes exists.

Staff notes are reviewed. Mr. Bryer asks about the comments from Ms. Smith and Ms. Planchet regarding the regulation that the overlay districts be shown on the plan and the concern about the locus plan not being to scale. Mr. Ferguson states that the detailed "locus" plan is not to a measureable scale, but it is to scale with reference to itself. Discussion ensues. Ms. Planchet states that she is satisfied with Mr. Ferguson's explanation that it is to scale within itself.

The board reviews the Waiver Request Form. Mr. Bryer states that he believes that even though the locus plan is not to relevant scale; he believes that what is provided is adequate.

Mr. Bryer makes a motion, second by Mr. Johnson, to grant a waiver for Section 4.10 (A)(3). Motion passes unanimously; 7/0.

Mr. Bryer makes a motion, second by Mr. Johnson, to grant a waiver for Section 4.10(B). Motion passes unanimously; 7/0.

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Mr. Bryer makes a motion, second by Mr. Johnson, to grant a waiver for Section 4.10(D). Motion passes unanimously; 7/0.

Mr. Bryer makes a motion, second by Mr. Johnson, to grant a waiver for Section 4.10(F) 2. Motion passes unanimously; 7/0.

A discussion is held regarding the abutters as noted on the plan and those listed on the submitted abutters' list. Mr. Strobel notes that the abutters' list submitted indicates "owner unknown" for Map 207; Lot 39 and this should be included on the plan. He also states that the abutter for Lot 105-15 should be corrected. In addition, the smaller lot on the locus scale with Map 105; Lot 16 should be changed to a different number which is owned by the Troys. Mr. Ferguson requests a copy of the original abutters' submittal.

Mr. Johnson makes a motion, second by Mr. Wolf, to approve the application with the following conditions:

- **Abutters' list on plan to be updated and corrected; and,**
- **Locus map to include all correct map and lot numbers; and,**
- **Replace Note 9 with language reviewed and approved by town counsel; and,**
- **Title Block to include Map & Lot #'s in same font as other wording; and,**
- **Plan to be completed within 18 months.**

Motion passes unanimously; 7/0.

Board takes a recess; Mr. Johnson leaves the meeting.

OTHER

Consideration of Fees

A discussion is held regarding the fees charged for applications. Ms. Smith explains that upon request, she reviewed the recent costs for public notices and found that the average cost is \$59; the current fee is \$50. Discussion ensues.

Mr. Bryer makes a motion, second by Mr. McCaffrey, to recommend that the selectmen increase the planning board's public notice fee to \$60. Motion passes unanimously; 6/0.

Master Plan Update/Status

Ms. Planchet presents the board with a "table of tables" which she prepared to show the tables that were in the 2004 Master Plan that have been and that may be updated. She states she also prepared a draft survey skeleton document with initial questions for the community survey, with room for the members to add their own questions. She asks the board members to let her

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know what kind of questions they suggest for the survey. She asks members to provide those suggestions to her prior to the next meeting.

Ms. Planchet asks the board if they see any reason not to use "Survey Monkey" for their survey. After a brief discussion, the general opinion is that it seems like it will work well for the board's purposes.

Ms. Planchet explains that she had considered the locations possible for the visioning sessions and believes that the Community Center is better for that purpose than the town hall and is also available at no cost. She states that unfortunately, the Community Center is not available on May 5 which is the date that the board tentatively set for the Saturday visioning session.

After some discussion, the consensus of the board is to set the visioning sessions for Thursday, May 10, from 7:00 pm to 9:00 pm and for Saturday, May 12, from 9:30 am to noon at the Community Center. The consensus is that the board will decide at a later date which date the May work session will take place, if needed.

Ms. Planchet suggests that the detailed planning for the visioning sessions and other master plan update discussion should take place at the April 12 work session.

Ms. Planchet states that she e-mailed Ms. Copeland, Executive Director of Strafford Regional Planning Commission (SRPC), about master plan assistance, and informed the board that the SRPC is able to provide assistance with data gathering, etc., as part of the town's dues.

She also explains that Ms. Copeland asked for members of the community to meet with the SRPC to discuss the proposed Scenic Byway project for the area. She states that one meeting was held recently in Deerfield and there is another meeting set for April to discuss the possibility of a Scenic Byway designation. Mr. Strobel suggests that the SRPC be invited to attend the next work session of the board, on April 12, to discuss this project.

Mr. Bryer makes a motion, second by Mr. McCaffrey, to adjourn at 9:40 p.m. Motion passes unanimously; 6/0.

Respectfully submitted

Lisa Fellows-Weaver
Board secretary