

**Town of Northwood
Planning Board Work Session
July 14, 2016**

MINUTES

1 Chairman Robert Strobel called the meeting to order at 6:30 PM

2 **PRESENT:** Selectmen Representative Rick Wolf, Betty Smith, Vice-Chair Rich Bojko,
3 Joseph McCaffrey, Hal Kreider, Lucy Edwards, Chairman Robert Strobel, Town
4 Planner Matthew Sullivan, and Board Administrator Linda Smith.

5 **VOTING DESIGNATION:** Selectmen Representative Rick Wolf, Betty Smith, Vice-
6 Chair Rich Bojko, Joseph McCaffrey, Hal Kreider, Lucy Edwards, and Chairman
7 Robert Strobel.

8
9 **MINUTES:**

10 **June 23, 2016**

11
12 **Ms. B. Smith makes a motion, second by Ms. Edwards, to approve the minutes of**
13 **June 23, 2016. Vote 5/0/1.**

14 *Mr. Bojko abstains, as he was not at the meeting.*

15 **June 30, 2016**

16 **Ms. B. Smith makes a motion, second by Mr. Bojko, to approve the minutes of**
17 **June 30, 2016 as amended. Vote 6/0**

18 *Pg. 3 line 25: Change Ms. Smith to Ms. L. Smith*

19 *Mr. Bojko requests that chronological location for open & close of public comment time be*
20 *added.*

21 *Mr. Sullivan adds that the public comment was reopened because the newly presented*
22 *plan was significantly different from the original plan. Mr. Strobel suggests adding that*
23 *to the minutes as well.*

24 *Mr. McCaffrey should be added to voter designation at 6:40 PM*

25
26 **CASE: 16-06: Robert & Joann Bailey 246 Catamount Rd. and Charles & Sandra**
27 **Bailey, Preve Dr. Map 205, lots 36 & 36-1.** Applicants seek to change the lot line
28 between 205/36 & 205/36-1, .47 acre; lot areas will remain the same and no change
29 in frontage.

30
31 Mr. Sullivan states there was a date of notice error so the public hearing must be held
32 again. The only change to the plan was that the owner name was changed to reflect a
33 trust rather than an individual. Chairman Strobel opens the public hearing at 6:44
34 pm and reads the abutter list.

35 Robert and Joann Bailey (owner)
36 Charles and Sandra Bailey

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1 Joseph and Jane Joyce
2 Tracy Payne
3 Jason Turmell
4 Gerald Haskell
5 Thomas and Nancy Hutchinson
6 David and Cheryl Turner
7 Gary Rae
8 Richard & Debra Jean
9 Bernard Biron
10 Richard and Paula Sykes
11 Kathleen Preve Trust
12 William Wormell Land Surveyor (representative)

13
14 Mr. Scott Preve and Ms. Kathleen Preve are present to represent Preve Trust Mr. Preve
15 states he has no issues with the case, but that he missed the first meeting.

16 Chairman closes the public comment session.

17 **Motion is made by Mr. McCaffrey, second by Mr. Bojko to approve the plan as**
18 **presented. No further discussion. Vote: 6/0.**

19
20 *Mr. Strobel calls a 10 minute recess at 6:40*

21 **Chairman Strobel signed plans for Case 16-06 during the recess.**

22 **CASE# 16-08: Diane Bishop, Catamount Rd. and Old Pittsfield Rd.**

23 **Map 206; Lot 2.** Applicant seeks to subdivide one 28.33 acre lot (451' frontage on
24 Catamount Rd. /55' on Catamount Rd.) into two lots: one lot of 16.33 acres (451'
25 frontage on Catamount Rd.) and one lot of 12.00 acres (55' frontage on Old Pittsfield
26 Rd.).

27
28 Mr. Sullivan explains this is a 2 lot subdivision, and notes there is a variance approval
29 from the ZBA for lack of frontage on the back lot. Mr. Sullivan asks the board to
30 consider if the lot with 16.33 acres in size would be considered an odd shape lot under
31 the regulations.

32 Mr. Sullivan states that a certificate of monumentation will be required. He also asks
33 the Board to consider if they would like more of the driveway cut to be shown. He also
34 notes the indicated location of well & septic may not be the final location.

35 Mr. Kreider states that he is not sure that the odd lot is an issue, except for future
36 development which may create long thin lots. Mr. Sullivan states that the applicant
37 has been working closely with NHDOT in regard to the driveway permit and the only
38 issue regarding sight distance for driveway is that a tree needs to be removed.

39 ***Mr. Kreider is an abutter and recuses himself from the case and leaves the***
40 ***table.***

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1 Discussion on Dimes Road frontage ensues. Mr. Sullivan explains that the applicant
2 also owns the land on Dimes Road. Ms. L. Smith explains that Dimes Road is part of
3 the parcel, even though it's showing as a separate parcel. It was mapped incorrectly
4 over 20 years ago. The zoning board variance says that the lot will only have one single
5 family structure on that lot. Chairman Strobel asks to check on the access easement
6 for the road, and if there is it should be recorded.

7 ***Mr. Kreider returns to table at 7:12***

8
9 **CASE# 16-09: Thomas E. Johnson, Peter S. Johnson and Abby Metcalfe, Olde**
10 **Canterbury Rd. Map 215; Lot 24.** Applicant seeks to subdivide one 16.63 acre lot
11 (820' frontage) into three lots: one lot of 5.53 acres (320' frontage), one lot of 5.55 acres
12 (253' frontage), and one lot of 5.55 acres (246' frontage).
13

14 ***Ms. Linda Smith is an abutter and leaves the table from the hearing***

15 Mr. Sullivan states that this is a three lot subdivision of just over 16 acres. These lots
16 would exit on to old Canterbury road so they require town drive way applications. The
17 road agent has already included a letter saying that the cut-ins are adequate. Mr.
18 Sullivan doesn't see any significant issues. Only a certificate of monumentation would
19 be necessary. A fairly significant snowmobile trail does exist on the property. The
20 snowmobile group would have to get an access agreement with the owner in order to
21 release the owners from any liability. An issue could arise when or if the owners need
22 to get a building permit. Mr. Sullivan states that there is an existing access agreement
23 with the snowmobile group, but a new owner would have to agree to another access
24 agreement. The Planning Board has no jurisdiction over the trail.

25 Chairman Strobel feels that the well for the Johnson property that is noted on the plan
26 is for the old house and would like Mr. Sullivan to investigate further.

27

28 ***Ms. L. Smith returns to the table.***

29 **CASE# 16-10: Knightly Revocable Trust and Brown Revocable Trust, Gulf Rd.**
30 **Map 118/4; Map 119/22; Map 119/21.** Boundary line adjustments. Applicants seek
31 to adjust 3 lots as follows: Map 118/4 to convey Parcel B (4,150 s.f) to Map 119/21;
32 Map 119/21 to convey Parcel A (4,150 s.f) to Map 119/22.

33 Mr. Sullivan notes it is an even transfer of land, 0.095 acres to both lots. There are a
34 few pending issues with this application. Mr. Sullivan states that this will require
35 NHDES Subdivision approval, although a waiver has been requested. It will also need
36 an LLS signature. There are no overlay districts shown.

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1 There are several waiver requests; they've asked for a waiver for showing the entire
2 portion of lot being shown. The applicants have requested a waiver for the names of
3 abutters on plan. They have also requested a waiver for existing wells and septic
4 shown, as well as a 100 year flood plain. Ms. L. Smith also points out that there is an
5 existing shed that needs to be removed should the plan be approved. Discussion
6 ensues on changing the boundaries of the three parcels and improvement of the lots.
7 Mr. Sullivan suggests that until they receive a complete planset, they should wait on
8 further discussion.

9 **VOLUNTARY MERGER:**

10 **Patrick Doyle and Patricia Doyle, Jenness Pond Rd. Map 203; Lots 5 and 15.**
11 *Signed by the Chairman Strobel and the Board.*
12

13 **VOLUNTARY MERGER:**

14 **Knightly Revocable Trust, Brown Rd. Map 119; Lot 22 & Map 118 Lot 4**
15 *Presented to the Board for informational purposes only.*

16 **APPLICATION to BUILD on a PRIVATE ROAD, RSA 674:41: Kenneth & Debra**
17 **Folsom, Preve Rd. Map 103; Lot 12.**
18

19 There is discussion on the location of this lot near Jenness Pond. Mr. McCaffrey
20 points out to the Board that there are a number of small lots now being converted to
21 year round, and they weren't meant to be year round residence lots. Therefore, the
22 conventional septic systems may not be adequate on these small lots.
23

24 Mr. Sullivan notes the importance of emergency services being able to access
25 properties along private roads.
26

27 The board comment is that based on the unknown status of the homeowners'
28 association road maintenance agreement in this area; we should not add to the
29 existing situation by adding another residence, and another further development on
30 this road is viewed unfavorably by the planning board.

31 **APPLICATION to BUILD on a PRIVATE ROAD, RSA 674:41: Lawrence Cleasby,**
32 **303 Old Pittsfield Rd. Map 205; Lot 1.**
33

34 The board is given explanation of location of this property for board members conduct
35 a drive-by review for further clarification.
36

37 **APPLICATION to BUILD on a PRIVATE ROAD, RSA 674:41 Crosby/Hatfield,**
38 **Map 116 Lot 95**
39

40 The board is given explanation of location of this property for board members conduct
41 a drive-by review for further clarification.
42

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1 **INTERNAL BUSINESS:**

2

3 ***Staff Items***

4

5 Mr. Sullivan was asked by an UNHCE intern to attend an upcoming meeting and
6 conduct a survey of the board for NH Citizen Planner and he has agreed to August
7 work session.

8

9 ***Small Lots Subcommittee:***

10 Mr. Strobel states that they are looking at bringing in someone from NHOEP to discuss
11 density triggers, which will be used to determine future regulations. The concerns that
12 he would like to address are septic inspections before construction, , as well as fire
13 safety and buildings being close to each other.

14 ***Zoning subcommittee:***

15 Mr. Sullivan states that he will have target draft language by October.

16

17

18 ***Chairs Report***

19

20 ***Master Plan Survey Results***

21 Chairman Strobel provides an overview of the survey results.

22 **Out of 97 responses, 76 were year-round residents, with the majority of the**
23 **responses from the Narrows area of the town.**

24 *Complete survey information is available electronically.*

25

26 **REVIEW OF CORRESPONDENCE:**

27 *None.*

28

29 Mr. Bojko makes a motion, second by Ms. B. Smith to adjourn at 9:01

30

31 ***Respectfully submitted,***
32 ***Susan Jastremski-Pastor***
33 ***Land Use Secretary***