

HILLSBOROUGH PLANNING BOARD

February 15, 2012
Official Meeting Minutes

Present:

Members: Herm Wiegelman (Chair), Ken Stafford, Sr., Russ Galpin, Ann Poole, Bob Eckberg (Alternate), Rachel Hawkinson (Alternate)(Arrived at 7:15)

Staff: Shane O'Keefe, Planning Director, John P. Segedy, Recording Secretary

Public: Peter Mellen, Kevin McCauley, (Arrived at 7:08), Peter Colbath (Arrived at 7:10)

CALL TO ORDER

The meeting was called to order at 7:02 pm by Herm Wiegelman, Chairperson.

Shane O'Keefe, Planning Director had provided a staff memo to the Board regarding the meeting's agenda items as part of a packet of information to the Board..

DESIGNATION OF ALTERNATE MEMBERS

Bob Eckberg was designated to vote for Fred Murphy.

MINUTES

February 1, 2012

Ann Poole moved: *To approve the minutes of February 1, 2012 as presented.*

Ken Stafford, Sr. seconded. Motion passed 5-0.

OTHER BUSINESS

1. Town Meeting Articles on Zoning Ordinance Amendments

Shane O'Keefe suggested that the Board provide information regarding the proposed amendments in order to facilitate their passing. He reminded the Board that been discussion of possibly having an open house or a coffee house.

Herm Wiegelman said they hadn't done coffee in the past.

Ann Poole questioned whether it would make that much of a difference.

Herm Wiegelman pointed out that they had held a public hearing so anyone interested could have come to that.

Shane O'Keefe suggested that he could write up a brief summary of the articles.

Herm Wiegelman said he would put the emphasis on brief. He said they could be provided at the polls.

There was a brief discussion of where they would be provided at the polls.

Bob Eckberg suggested the articles be presented at the candidates night.

There was a discussion of having a table at the candidates night to distribute the summaries. Consensus was in agreement with Shane O'Keefe writing a summary to be provided at the candidates night and at the polls.

NEW BUSINESS

- 1. PETER COLBATH – Review sketch plan for previously-approved request for Exemption from Site Plan Review. 174 Henniker Street (Map 12, Lot 71). Case No 12-002.**

The Board reviewed the revised sketch plan.

Ann Poole Expressed concern that she still didn't find it suitable enough to tell if the site had room for the number of cars being proposed.

Rachel Hawkinson arrived at 7:15 pm.

Rachel Hawkinson was appointed to vote in place of Martha Caron.

Rachel Hawkinson recused herself from participation in this matter.

There was further discussion of the revised sketch plan.

Ann Poole said that she was concerned because the approval and sketch plan will “run with the land” and does not just apply to this applicant. She said that the sketch plan didn't have measurements and had spelling errors.

Bob Eckberg asked if the Board was going to require sketch plans to be on graph paper.

Herm Wiegelman said he would be alright with the sketch plan if they could limit it to the current owner and use, but he wasn't sure if they could do that.

Ken Stafford, Sr. moved: *To accept the applicant's sketch plan as presented.*

Herm Wiegelman seconded. Motion passed 3-1-1 (Ann Poole – no, Russ Galpin - abstained).

Rachel Hawkinson unrecused herself.

PUBLIC INPUT/ BUSINESS

- 1. CONTINUED PUBLIC HEARING - PETER MELLEN/KEVIN McCAULEY – Lot Line Adjustment and minor subdivision. 31, 53 & 55 Carr Road (Map 1, Lots 21 & 27). Case No. 12-001.**

Chair Wiegelman reopened the Public Hearing at 7:22 pm.

Shane O'Keefe referred to the documents provided in the Board's packet. There were some changes to the Road Maintenance agreement recommended by the Town's attorney as well as an additional “Statement of Agreement” as required by the Subdivision Regulations.

Peter Mellen and Kevin McCauley said the recommended changes were acceptable.

Shane O'Keefe said that the Town's attorney had also asked for clarification regarding a point raised by the abutters attorney regarding a 20' right of way.

Peter Mellen explained that the access right of way had previously been through another property, but since Kevin McCauley now owns that section of property, a new 60' right of way will be created with Carr Road to the newly created lots when the Board approves the plan.

Herm Wiegelman asked if any of the Board members had any further questions.

Chair Wiegelman closed the Public Hearing at 7:33 pm.

Rachel Hawkinson moved: *To approve the proposed subdivision and Lot Line Adjustment as submitted, with the following conditions, and to authorize the Chairman to execute all plans and documents necessary for approval on behalf of the Board.*

- 1. *That this approval does not constitute acceptance of Carr Road, a private road, as a public road or highway, or guarantee that the Town will ever accept or take over maintenance responsibility for this road.***

2. *That the Board accepts the form and substance of the maintenance agreement submitted by the owner, as amended by the Town Attorney, which shall run with the land, and upon any future conveyance of property the agreement shall be incorporated in and made a part of a conveyance binding the parties thereto, their successors and assignees. Any substantive change to this agreement shall first receive approval by the Board following a public hearing.*
3. *That all expenses related to the Town's need for third-party review and/or consultation shall be paid in full to the Town by the applicant prior to final approval and within 30 days of receipt of an invoice for such services.*
4. *That, within 30 days of approval, the applicant shall provide the subdivision plat in an acceptable digital form to the Town Planning Director.*

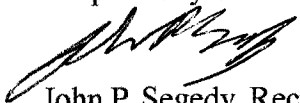
Ken Stafford, Sr. seconded. Motion passed 6-0.

ADJOURNMENT

Rachel Hawkinson moved: *To adjourn.*

Ann Poole seconded. Motion passed 6-0 at 7:37 pm.

Respectfully Submitted:



John P. Segedy, Recording Secretary

Approved March 7, 2012