

Town of Albany, New Hampshire  
Planning Board Monthly Meeting/Work Session  
Monday April 25, 2016 7:00 P.M.  
**Approved as amended May 9, 2016**

Next Monthly Meeting May 9, 2016

These minutes were prepared by the recording secretary as a reasonable summary of the essential content of the meeting, not as a transcription.

The meeting was called to order at 7:00 P.M.

Present: Leah Valladares, Kelly Robitaille, Adrian Simons, Dan Sdankus, Peter Carboni and Rick Hiland – Select Board Rep.

Also attending: Steve Knox.

**Election of Chair and Vice Chair Positions**

*Rick Hiland nominates Leah Valladares for Chair, seconded by Adrian Simons.  
Motion passed unanimously (6-0)*

*Leah Valladares nominates Kelly Robitaille for Vice Chair, seconded by Rick Hiland.  
Motion passed unanimously (6-0).*

**Approval of Minutes**

*A motion was made by Rick Hiland, seconded by Peter Carboni to approve the minutes of the March 14, 2016 monthly meeting. Motion passed unanimously (6-0).*

*A motion was made by Rick Hiland, seconded by Peter Carboni to approve the minutes of the March 28, 2016 work session. Motion passed unanimously (6-0).*

**Selectmen's Report**

- Rick Hiland discusses a meeting for all Albany Boards with the Board of Selectmen to be held Wednesday, May 18, 2016 at 6:00 pm.

**Discussion of Correspondence**

- Notification of a driveway permit renewal application for Map 3, Lot 37 has been received.

**New Business**

- Boundary line adjustment application has been received for the property owned by D. Hatch. Application is checked for completeness. Letter will be sent to applicant with updated regulations and fee schedule.

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**Old Business**

- The Site Plan Review Checklist; Ordinances; Subdivision Regulations; and Accessory Dwelling Unit Regulations will be added to the monthly meeting agenda under Old Business.

**Other Business**

- Summer work session schedule is discussed. No work sessions will be held during June, July and August.

**Work Session**

Site Plan Regulations documentation reviewed.

- Site Plan Regulations document reviewed.
- Application for Site Plan Review reviewed and adjusted as needed to comply with updated Regulations.
- Boundary Line Adjustment Application reviewed and adjusted as needed to comply with updated fee schedule.
- Checklist for Site Plan Review reviewed and adjusted as needed to comply with updated Regulations. Checklist review completed through #5 on the document and will be completed next session.

***A motion was made by Leah Valladares, seconded by Peter Carboni to adjourn at 9:05 pm. Passed unanimously. (6-0)***

Respectfully Submitted by,

Nancy Cole  
Secretary