

Town of Albany NH
Planning Board Monthly Meeting
Monday July 11, 2016 7:00 P.M.
Approved as written August 8, 2016

Next Meeting Monday, August 8, 2016 7:00 P.M.

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 by Chair Leah Valladares at 7:00 P.M.

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

Also Present: Steve Knox, Shawn Bergeron, Sean Shannon and Kim Shannon.

Approval of Minutes

A motion was made by Adrian Simons, seconded by Rick Hiland to approve the minutes of the June 13, 2016 monthly meeting. Motion passed unanimously (4-0).

Appearances

- Sean Shannon has submitted a Preliminary Consultation for a proposed repair shop on the Perm-A-Pave property located on Rte. 16. Mr. Shannon states that the building on the property has been used for repairing company vehicles for over 30 years. The proposal is to open the shop to the public for vehicle repairs. Mr. Shannon questions if there is need for a site plan review prior to opening this shop. Discussion is held regarding change of use; parking, lighting and signage.

Adrian Simons moves that no site plan is required as this is not change of use for this property. Chair Leah Valladares polls the Board for agreement that the proposed plan submitted by Sean Shannon for Perm-A-Pave does not need a site plan review; Adrian Simons yes; Kelly Robitaille yes; Dan Sdankus yes; Peter Carboni yes; Rick Hiland yes. The applicants are informed that no site plan review is required for the proposal as submitted.

Selectmen's Report

- Rick Hiland reports that the Selectmen are working on a rules and procedures book. The contract for services with the Conway Village Fire District has been renewed.

Discussion of Correspondence

- The World Fellowship has submitted an application for a Site Plan Review (SPR). The application is reviewed. 4 cabins are to be added to the campground, all intended to have electric, one intended to have water supply and a central shower house will be built. A septic system will be installed. Approval from the Fire Chief has not yet been received.

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Discussion ensues on requirement for receipt of septic approval prior to approval of the SPR; this can be done conditionally if not received prior to the public hearing.

New Business

- Discussion on a role change to alternate for Kelly Robitaille is held. The need for a quorum and the attendance of alternates at monthly meetings is discussed. Functioning as a 5 person Board is discussed. Kelly Robitaille states that he is resigning from the Board at the conclusion of tonight's meeting.

Adrian Simons moves to accept the resignation of Kelly Robitaille effective at the conclusion of tonight's meeting. Rick Hiland seconds. Motion passed, with regret, 5-0.

Leah Valladares nominates Adrian Simon Vice-Chair. Kelly Robitaille seconds. Motion passed 6-0. Adrian Simons accepts the appointment to Vice-Chair.

- Nancy Cole will contact Kathy Vizard for access to the Planning Board page on the website.

Old Business

- The Zoning Ordinance is reviewed. Discussion is held on the process of establishing Warrant Articles for vote at Town Meeting on any proposed changes to the Zoning Ordinance. Recent RSA changes on agritourism and accessory dwelling units are discussed. Definitions are reviewed, highlighted and comments added to outline changes that may be proposed for additional review and prioritizing. Initial priority will be to remove wording as needed and to add wording on accessory dwelling units.

Other Business – none

Public Comment

- Steve Knox commends Kelly Robitaille on his decision to focus on his family and thanks him for his service to the Town.

A motion was made by Leah Valladares, seconded by Kelly Robitaille to adjourn at 8:40 pm. Motion passed unanimously (6-0).

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Respectfully Submitted,
Nancy Cole
Secretary