

Town of Campton
Planning Board Regular Minutes
October 8th 2019

Attendees: Stuart Pitts, Chairman, Chris Kelly, Tim Scanlon, and Charles Cheney, Ex-Officio

Stuart Pitts opened the meeting at 6:38 PM.

First on the agenda, the minutes of the August 10th, 2019 Regular Meeting. Chris Kelly made a motion to approve the minutes as is. Bill Cheney seconded the motion. The Planning Board voted in the affirmative, unanimously.

The next item on the agenda was, the minutes of the October 1st, 2019 Work Session. There were some edits made to these minutes, by Stuart Pitts and Chris Kelly, and were voted on with the edits in consideration. Chris Kelly made a motion to approve the minutes as is. Bill Cheney seconded the motion. The Planning Board voted in the affirmative, unanimously.

The first item under new business was a voluntary merger on Ryder Rd. There were five lots to be merged on the left-hand side of the road (M&L: 13-1-5, 13-1-23, 13-1-24, 13-1-25, and 13-1-26) and another two on the right (M&L: 13-1-42 and 13-1-43). There was general discussion about the location of the lots and the way that the paperwork will be processed. The Planning Board was concerned that the five lots should all be included on the same form. The board approved and signed the two-lot merger. The board then approved the five-lot merger with the condition that it was all put on one form. Both motions were made by Chris Kelly and seconded by Bill Cheney, voted on unanimously.

Next on the agenda was a review of the building permits. The Planning Board discussed the need to see the new building permits on a monthly basis. They looked at the list for the year and had no discussion on the newly approved building permits.

The discussion turned to a review of the current building permit. There were many suggestions about how to improve the building permits. One suggestion was to have a check box that asked for the intended use of the property (residential or commercial). This was offered to help identify properties that might need to have site plan reviews. Stuart suggested that the town should add a disclosure stating that the permit does not grant the right for commercial use, or be careful with the wording. Another suggestion was to make the building size more obvious on the form. Most citizens who fill out the form forget or do not see the requirement to add in the size of the building. The Planning Board Clerk brought to the attention of the board a call from Waterville Estates. They asked to try and incorporate a reminder on the town permits that all building permits taken out for residents in Waterville Estates also take out a building with the Estates. The Board also suggested to convert from two forms (long and short) into one form that works for all permits. Then utilize the cover page of the long form to add any additional information that the property owners should know, such as the information about the Estates.

The next agenda item was about possible topics for the Work Session on November 5th 2019. The Costello Site Plan will be looked at during this meeting for any last-minute adjustments that need to be made. Other topics were brought up if time permits. The first topic that was brought up was tiny home regulations and how the town can incorporate some rules to govern these new buildings. The other topic that was suggested was reviewing the sign ordinance and choosing a section or two to research and modify. After some discussion it was agreed upon that the sign ordinance would be an appropriate topic, if there was additional time during the next Work Session.

The board then looked at two pieces of correspondence that was sent to their attention. The first letter was from Tara Bamford who was offering her services to help review planning and zoning policies. The letter was accompanied with a resume describing her experience with planning and zoning. The board was informed that a cost estimate was requested and was in progress. The clerk told the board that they will be informed of the costs before making a decision. The second letter was from the Holderness Planning Board informing the Town that there will be a cell tower project going up on the town line and they informed the Planning Board of the Public Hearing Date, of October 15th at 6:30 pm at the Holderness Town Hall.

There were no citizens present and therefore no public comment.

Meeting was adjourned at 8:15 pm

Respectfully submitted,

Corey Davenport
Planning Board Clerk