

1 Town of Campton  
2 Planning Board Work Session Minutes  
3 October 5<sup>th</sup>, 2021  
4

5 **Board Attendees:** Jack Letvinchuk, Chair, Chris Kelly, Tim Scanlon, Floyd Wilkie, Bill  
6 Cheney, Ex-Officio, Sherrill Howard, Alternate and Sam Miller, Alternate

7 **Public Attendees:** Luther Haartz, John March, Paula Kelly, Michael Wilson, & Doug Staruk,  
8 Planning Board opened the meeting at 6:27 pm.

9 The first item on the agenda was a lot line adjustment conceptual review for Doug Staruk.  
10 Doug Staruk was there representing himself, and Michael Wilson was representing the  
11 neighboring property owner. The Applicants brought in a preliminary map that shows the two  
12 parcels and their exchange of land. The Board had previously suggested that the exchange should  
13 leave both parcels in a uniformed look and not cause funny looking lot shapes. The Board asked  
14 about road frontage and asked that the total frontages are shown. The Applicants asked about the  
15 application process, and the Board informed them to go into the Selectmen's Office and talk with  
16 the Planning & Zoning Coordinator.

17 The second item on the agenda was a Site Plan Review Conceptual Review for Kevin  
18 Mortenson. Mr. Mortenson did not show up to the meeting, and the Board decided to move on  
19 without the Applicant there.

20 The next item on the agenda was a subdivision conceptual review for Luther Haartz off  
21 Stickney Road. Mr. Haartz was represented by John March. Mr. March brought new maps that  
22 showed the changes suggested by the Planning Board. The project would be a 4-lot subdivision  
23 and a lot line adjustment with the remaining acreage in the parcel and the neighboring parcel (15-  
24 15-4). The Board asked some questions regarding the order of operations with the subdivision  
25 and the lot line adjustment. The Board also stressed that the abutters listed on the map should be  
26 current, as one was not updated. The final topic of discussion was the new road that would be  
27 created and its construction. The Board checked to make sure that the question of road  
28 maintenance was taken care of. The Board indicated that they would decide how to handle the  
29 new road when reviewing the application during the public hearing.

30 The next item on the agenda was a subdivision conceptual review for Chris and Paula  
31 Kelly. John March was representing the Kelly's for this proposal. Mr. March gave the Board  
32 preliminary maps for the remaining lots of the Maple Heights Subdivision. The Applicants  
33 would be proposing to add 14 lots to the subdivision. The Board spent time reviewing the map  
34 and did not have any questions about the map. Chris spoke about the covenants that are currently  
35 in place and that the additional lots would be bound by those covenants as well. The Board  
36 discussed how the roads were to be plowed and maintained. The Applicants explained that they  
37 took care of it currently, but eventually, the costs would be split among the property owners. The  
38 Applicant also indicated that he was aware of the fire safety requirements and that during phase  
39 one, he had put in a fire pond for the subdivision. The Applicant stated that this was early on and  
40 that they still had a lot of work that needed to be done before an application was submitted.

41 The next item on the agenda was a review of the Zoning Compliance Applications. There  
42 were no questions for the Planning & Zoning Coordinator.

43 The next item on the agenda was a review of the draft impact fee ordinance. The Board  
44 reviewed the draft impact fee ordinance that the Planning & Zoning Coordinator provided. The  
45 Board spent some time discussing how the fee would be calculated. After his research, the  
46 Coordinator told the Board that this document would be the framework for handling and raising  
47 the impact fees. This document also establishes the Planning Board's authority to impose these  
48 fees and allows them to develop the rationale behind them. The Coordinator told the Board they  
49 should focus on the administration part and that the actual cost of fees would need to be  
50 established later.

51 The next item on the agenda was a discussion about building permit fees. The Board of  
52 Selectmen was looking for input from the Planning Board regarding penalties for building  
53 without a permit. The Planning & Zoning Coordinator explained that the Select Board was  
54 looking into including a clause about additional penalties for unpermitted buildings in the Zoning  
55 Ordinance. The Planning Board discussed possible fines and the various costs for the  
56 unpermitted building. They agreed that some more research should be done and that they might  
57 be able to gain some more insight by seeing what other towns do. The Planning & Zoning  
58 Coordinator said he would do some research and get back to the Board.

59 The next item on the agenda was correspondence. The first was a letter sent in by Randy  
60 Schroeder about his Accessory Dwelling Unit application. The Board reviewed his letter and  
61 determined that they had some questions for him and would prefer to have every member present  
62 before they decided. They asked that the Applicant come into the next Planning Board meeting.  
63 The next item was a potential applicant requesting advice about noticing abutters. The abutting  
64 properties were common land, and the Planning & Zoning Coordinator needed some guidance as  
65 to how the Board previously informed abutters. The final item was a request on how to advise a  
66 business owner to replace their billboard. The Board agreed that a one for one replacement was  
67 allowed. The Coordinator also informed the Board that it allowed for a smaller replacement face  
68 under the Zoning Ordinance. The Board gave the Coordinator some suggestions for language and  
69 what to emphasize.

70 The final item on the agenda was privilege of the floor. The Chair indicated that he  
71 wanted to start a subcommittee to look to the future planning of Campton. Jack said that he was  
72 open to suggestions and could potentially be linked to the upcoming changes needed for the  
73 Master plan.

74 The Work Session was adjourned at 8:17 pm

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76 Respectfully submitted,

77

78 Corey Davenport

79 Planning & Zoning Coordinator