

Town of Campton
Planning Board Regular Meeting Minutes
October 12th, 2021

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

Public Attendees: Kevin Mortenson, Randy Schroeder, Kate Wheeler, Spencer Dauer, Bill Dauer, & Jon Warzocha

The Planning Board opened the meeting at 6:32 pm.

The first item on the agenda was the minutes of the September 14th, 2021, regular meeting. A motion was made by Chris Kelly, seconded by Floyd Wilkie to approve the minutes. The motion passed unanimously.

The next item on the agenda was the minutes of the October 5th, 2021 work session. A motion was made by Floyd Wilkie, seconded by Bill Cheney to approve the minutes. The motion passed unanimously.

The first item under new business was an Accessory Dwelling Unit (ADU) application for Randy Schroeder. Mr. Schroeder discussed his desires to make this ADU into a short-term rental in the meantime and was open to the idea of renting it out more permanently in the future. The Applicant talked about the lack of a minimum size for an ADU in both the State RSA and in the Campton Zoning Ordinance. The Board argued that there had been precedent set by previously requiring a 750 square foot minimum. The Applicant argued that without it being written down, there was no way for him to research this ahead of time when he was doing his due diligence on the property. The Board discussed if there was a need to limit the occupancy in the structure but determined that the fire code would take care of that. The Applicant talked about having his septic upgraded to meet the demand of the ADU. There was a motion made by Tim Scanlon to approve the ADU application, seconded by Bill Cheney. The final vote count was three in favor, one against, and one abstention.

The second item under new business was a subdivision for LCJ Holdings. The owners of LCJ Holdings were not present, but Jon Warzocha from Horizon Engineering was present to represent the owners. Mr. Warzocha talked to the Board about the previous conditional approval on file. He mentioned that the only condition put on the subdivision was related to fire suppression. The map that was presented showed the location of a fire cistern to serve that subdivision. The Board asked if the Fire Chief had looked over the plans and approved this change. Mr. Warzocha indicated the Fire Chief had been involved and had signed off on the cistern. The Planning & Zoning Coordinator also told the Board that some correspondence might be related to that subdivision. The Coordinator left to find that correspondence. The only document that could be provided was an email chain showing the Fire Chief was ok with the cistern. The Board was not satisfied with that document and wanted an official letter. The Board also had some concerns with the road layout. Mr. Warzocha reminded the Board that the plan that they see is one they conditionally approved and that it was approved with the condition of

fire suppression. The Board and Mr. Warzocha agreed to make a list so that there was some direction for Horizon Engineering. The Board asked to see a letter from the Fire Chief, a letter from the Selectboard regarding the lack of turnarounds, and finally a letter from the Applicant's attorney. Finally, the Board confirmed that the cistern would need to be put in before issuing any building permits. The Applicant asked that this topic be taken up at the next meeting, generally a work session. The Board agreed to this request. The Board tabled this application until November 2nd, 2021.

The third item under new business was a subdivision for Luther Haartz off Stickney Road. There was no representative there for the Haartz subdivision. There were some citizens with some who were there for the Haartz subdivision. They said they would be back next month for the continuation. Stuart Pitts made a motion to continue the public hearing next month, seconded by Tim Scanlon. The motion passed unanimously.

The fourth and final item under new business was a site plan review for Kevin Mortenson. The Applicant presented the Board with a map of the business location on the property. The Board told Mr. Mortenson about the limitations of an in-home business. They told the Applicant that he is the only employee allowed and that the signage needs to meet in-home business criteria. The Board also stressed that this was a residential area and that the Applicant should make sure there is no significant impact on the neighborhood. The Board was in favor of this in-home business operating on Mr. Mortenson's property.

The only item under old business was the impact fees discussion. The Board discussed the need to bring in other stakeholders working with the Board to decide on fees. During his research, the Planning & Zoning Coordinator told the Board that other towns' impact fee sections did not include the fee structure in their ordinances. The Coordinator said to the Board that the draft they reviewed is the framework for creating impact fees. The Board wanted to take some more time to review the draft and discuss it further at the next meeting.

The Board brought up an old discussion from the last meeting regarding building permit penalties. The Board discussed the possible fines and debated the best mechanism to get these penalties implemented. The Planning Board settled on recommending a fine of 4-5 times the standard cost of the permit if construction occurs before a permit is filled out. The Board also agreed that the Select Board should implement this fine structure and add it to the fees section of the permit packet.

The next item on the agenda was reviewing the Planning Board budget. The Board generally discussed the proposed budget that was provided by the Planning & Zoning Coordinator. The only significant change was a shuffling of funds to allow the Board to purchase Ipads for improved communication if the Board pursued that option. Chris Kelly made a motion to approve the proposed budget, seconded by Stuart Pitts. The motion passed unanimously.

The next item on the agenda was correspondence. There was no correspondence for this meeting.

The next item on the agenda was privilege of the floor. The Chair indicated that he wanted to start a subcommittee to look to the future planning of Campton. The Board discussed

this possibility and was open to the idea. The Planning & Zoning Coordinator offered to make a Facebook post to seek out potential subcommittee members. Sam Miller indicated that he would like to serve on this new committee. The Board agreed to start looking for interested parties, and they would make some adjustments if necessary.

A motion to adjourn by Tim Scanlon, seconded by Chris Kelly. The meeting was adjourned at 8:00 pm

Respectfully submitted,

Corey Davenport

Planning & Zoning Coordinator