



# Town of Hebron

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## Hebron Planning Board

DRAFT v1 Minutes of Workshop 11/20/06

**Members Present:** Chuck Beno (alternate), Dick Cowern (Selectmen's rep), Tom Gump (alternate), Roger Larochelle (chair), Ellie Lonske (vice chair), Curtis Mooney, Martha Twombly (alternate), David Wall and Sheila Oranch (secretary)

**Others Present:** Phil Twombly, Betsy Twombly, Bruce Barnard, Arthur (David) Jaques, Bill Thistle, Alan Barnard, Stanley Jackson Jr.

**Time Convened:** 7:00 PM

**Time Adjourned:** 9:45 PM

**Next Meetings:** 12/6/06 regular monthly hearing, 12/11/06 workshop,  
12/18/06 subdivision regulation update hearing

### Agenda Items:

1. Approve minutes of 10/16/06
2. Subdivision regulations updates
3. Administrative Matters

Roger Larochelle convened the meeting and reviewed the agenda. He confirmed that notice of the hearing was published in the Record Enterprise and posted in at least two public places.

The minutes from the 10/16/06 workshop revealed no errors.

**Dick Cowern moved/Curtis Mooney seconded approving the minutes of 10/16/06 as written. PASSED**

### Subdivision regulations updates

Roger Larochelle introduced Ellie Lonske, as editor of the proposed text, to explain the background and process for determining the suggested changes. She said there is no external deadline, as with zoning ordinances, so there is no rush to get to a Town Meeting. The Board is open to suggestions and questions. Board members did extensive research into subdivision regulations in other towns. When zoning changes, the definitions move around, so any definitions already in the zoning ordinances are being deleted. This helps to avoid redundancy and eliminates the need to change subdivision regulations to stay consistent with this aspect zoning. The main focus has been to update and clarify subdivision-specific definitions. RSAs and other State documents were referenced to get accurate wording. Some definitions have been added, such as Dead End Road and Cul de Sac. There is a concern about the definition of Abutters, as no State language was found that specifies that in a shared ownership situation, such as a condominium association, that abutters notices must be sent to each individual owner rather than the officers. The meeting was then opened to comments from the public.

Alan Barnard said to look up RSA 672:3 for more details about abutters.

Bruce Barnard suggested that the phrase “as amended” be included for all RSA references.

Ellie Lonske said it is a good idea, although often the State changes the RSA numbers also. Putting “as amended” after any RSA reference is a good idea.

Alan and Bruce suggested looking up RSA 356:B as well, although it is not included in the Land Use Planning RSA book.

Bruce Barnard discussed “condominium” as an allowed use and said it is by definition a subdivision (definition 4.2). He felt the word “portions” might be misleading because only the building may be individually owned, not the land on which it sits. He suggested further review.

Ellie Lonske agreed that she will do more research about how to word the definition.

Chuck Beno asked Alan Barnard’s opinion as he has the most experience.

Alan Barnard said do your homework and check your sources, before Town Counsel checks it.

Bruce Barnard complimented the presentation of the PDF on the Town website, saying that made it very accessible regardless of what system a viewer might be using.

Ellie Lonske said maybe we should just reference the RSA and the Condominium Act rather than trying to summarize the definition in one line. In all the other towns she researched, they do not define condominium at all.

Phil Twombly said if you think you must reference the word “condominium,” ask Town Counsel if it can be mentioned parenthetically rather than having its own definition. When he reviewed cluster development definitions statewide, he found three kinds of ownership are possible, not just condominium. He also found there are all kinds of additional requirements the Board can consider to make sure a development is suitable.

Bruce Barnard said condominium means a type of joint ownership of real property (RSA 356:B).

Alan Barnard said you can have only one owner and rent out the units.

Stanley Jackson Jr. said maybe because condominiums are so heavily regulated by the State anyway, the Town doesn’t need to create a definition.

Ellie Lonske asked if anyone would mind if we just took that definition out.

There were no objections.

Ellie Lonske went on with the review process.

Bruce Barnard discussed definition 4.3 with the wording “closed turnaround” instead of “turnaround at the closed end.”

Alan Barnard suggested using the traffic engineering definition.

Alan Barnard discussed definition 4.6 and explained the wording of “professional engineer” or “licensed land surveyor.” That is the terminology in the Registry of Deeds.

Bruce Barnard suggested adding “civil” to the engineer wording.

Stanley Jackson Jr. asked if that meant that no-one else in the office can present a plan besides the engineer who holds the professional designation.

Roger Larochelle said no, that is only to stamp the plan.

Alan Barnard suggested asking Paul Fluet for the proper wording, as he is the Town engineer.

Bruce Barnard said in 4.8 the term “road agent” is archaic. In around 1986 the wording was changed to reference an RSA with “highway agent” wording. Currently “highway supervisor” is the official job title, as duly voted by the Town of Hebron.

Ellie Lonske said she will check the statutes and Bruce said he will look up the Town Meeting.

Alan Barnard said definition 4.9, “occasional” should be in zoning.

Ellie Lonske said it will be noted to do that in the next zoning update cycle next year.

Alan Barnard said for 4.10 he will forward the new Plat Law wording.

4.14 “setback” should also be in zoning.

There was a discussion of the word “structure.”

Bill Thistle confirmed proper measuring for setbacks. It is always from the drip lines.

Alan Barnard said 4.16 should include the entire RSA 672.14.

Alan Barnard said 4.17 we should check with the State about authorized agents. Ellie will check the subdivision definitions and whether we have to define “authorized agents.”

Bruce Barnard said “registered” should be “legal.”

Bruce Barnard said in 4.18 add “or other means” and everyone agreed with is examples.

## Section V. General Provisions

5.2 delete “and Secretary” as that is no longer a Board position. After discussion, it was agreed to delete everything else after the first sentence, also.

5.4 delete “(refer to Appendix).”

Alan Barnard suggested RSA 676:17-a, and 17-b should also be referenced.

Alan Barnard said 5.6-a Adjustment of Boundaries needs to be updated to include notice to abutters and public notice. He described examples and what is done in other towns.

Alan Barnard said 5.6-b “approved previously by the Planning Board” needs re-writing.

6.2 take out “tentative” and all instances of that word in the document.

6.6 David Wall explained that the ½ mile road length limit is staying the same. The majority he found said not more than 1,000’ and in some cases 500’ was the recommended limit.

Alan Barnard explained the AASHTO Standards and rationale in different topographies. A real consideration is extending of existing roads, such as Hobart Hill Road or Braley Road.

David Wall references the Community Builders Handbook as well as ASHTO Standards.

Bruce Barnard said he has a different opinion. If a subdivision can loop to a different area, it increases safety regardless of the length of the road. There was some discussion of this.

6.7-o about road curve radii came from the Bridgewater website. Alan Barnard said you should consider design speed rather than road grade, as per engineering practices. Bruce Barnard said that new automotive engineering enables cars to maintain speed on curves. Whether the driver should or will exercise good judgment about road conditions is another question. Also, you can’t assume everyone will have a new car. Class V roads are maximum 35 mph speed limits anyway. He does not agree with the 115’ radius, we should stick with 150’ minimum but widen the road to accommodate tractor trailer truck lengths, which have been increasing.

Alan Barnard and Ellie Lonske discussed maps for the Historic District.

Bruce Barnard said the Hebron Conservation Commission volunteered to do map overlays. The binders with the wetlands maps are due to arrive soon.

Ellie Lonske said we need wetlands buffers for the next zoning updates.

Martha Twombly and Bruce Barnard said they will try to get something ready.

Roger Larochele took a poll of Board members to find the next date to continue subdivision regulations update work. The consensus was that 12/11/06 will be a working session and 12/18/06 will be a continuation of the public hearing. This will be mentioned informally in Talk of the Towns in the Record Enterprise and posted for the public, but doesn’t need paid newspaper notice.

### **Administrative Matters**

Roger Larochele reported that the 2007 Planning Board budget is \$3,600 more, mostly legal fees.

David Walls said the CIP committee will meet 11/28/06 at 7pm to work on the first draft of the CIP report for the Selectmen. The primary purpose is to focus on the substance of department requests and provide opinions of relevance and priorities. The format is a conglomeration from several towns around the State. The agenda will set 3 hours to work through the draft and put the recommendations into suitable format to submit to the Selectmen before the first of the year. He reminded everyone that this is more a communication tool than a budget document. He described the process of other towns, Laconia particularly. The report will give people who are not inside town government or on any of the Boards an idea of what is coming. When it is accepted by the Selectmen as a credible document, he would like to see it up on the Town website. We want it to be clear, concise and respectable in the view of the LRA and other organizations.

Roger Larochelle said speaking of department heads, there was a rebuttal from the school district about a recent case. The Planning Board should request input from all department heads in Hebron on every subdivision application. The question is what the Planning Board process should be to coordinate with Town department heads as to when, or what place in the procedures it should be.

Ellie Lonske said we should discuss that process as part of the procedures documentation.

Martha Twombly said the way we have been operating puts the Planning Board at a disadvantage. She suggested that we assign one or two Planning Board members to each application as project managers so the work is distributed. That way it won't be just one person tracking what has been submitted and what needs to be done next. This idea was well received and needs documentation.

Sheila Oranch suggested the Planning Board develop a list of department heads and commissions that could and/or should be consulted in various situations.

Chuck Beno said we are more likely to get objective opinions if the request is from the Board.

David Wall said we should write it into the procedures and instructions.

Roger Larochelle said normal protocol is for the Planning Board to send materials to department heads and request comments. We need to make it clear to applicants that this is the procedure.

Chuck Beno asked Roger to make note to discuss contour map styles for subdivision plans and whether the Board wants to consider requiring two-foot contours instead of five-foot. This might make the relation of the plan to the actual land more clear. There may also be other approaches.

9:45 PM

**David Wall moved/Curtis Mooney seconded adjourning until 12/11/06. PASSED**

#### **SUMMARY OF MOTIONS:**

**Dick Cowern moved/Curtis Mooney seconded approving the minutes of 10/16/06 as written. PASSED**

**David Wall moved/Curtis Mooney seconded adjourning until 12/11/06. PASSED**