

These minutes may be amended at a future hearing. Any changes will be included in the minutes of that meeting.



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Hebron Planning Board
Minutes of Meeting February 6, 2019

Planning Board Members Present: Roger Larochelle (Chair), Karl Braconier (Member), Chuck Beno (Member), Ivan Quinchia (Alternate), Larry Goodman (Alternate), John Dunklee (Select Board Representative), Carol Bears (Secretary).

Absent: Mitch Manseau (Member)

Others present: Liz Kelly from Resilience Planning & Design

Time Convened: 7:00 p.m. **Time Adjourned:** Next Meeting: March 6, 2019

Agenda:

1. Approval of the January 2, 2019 meeting minutes
2. Approve the new application for Boundary Line Adjustment
3. Liz Kelly from Resilience Planning & Design
4. Administrative Matters and Announcements
5. Adjournment

Roger Larochelle, Chair, opened the meeting at 7:00 PM. With the absence of Mitch Manseau, Ivan Quinchia was appointed as a voting member.

The minutes of the January 2, 2019 were reviewed finding no issues Chuck Beno moved to approve the minutes as presented, seconded by Karl Braconier. The motion passed with all members voting in the affirmative.

The Boundary Line Adjustment Application was reviewed and a change was made to the fee schedule to remove licensees on final plan and just have the applicants instead for notices to the abutters. John moved to approve the Boundary Line Adjustment Application with the change, seconded by Ivan Quinchia. The motion passed unanimously.

Liz Kelly from Resilience Planning & Design went over the draft of flow chart. It was felt that the Start of Application Process should be at the top of the page with arrows flowing to the three boards. It was also suggested that State Permits should be added to the Application Process.

Next the Land Use Checklist was reviewed. There was discussion on Item #3. The first being the town did not have a Land Use Office which was the first check off box. The second check off box should mention the Accessory Dwelling Unit which is new to the Zoning Ordinance. Under Item#4 there is a Driveway Application that needs to be filled out and approved by the Select Board, Highway Department and Planning Board Chair. Some suggestions were to add setback requirements for brooks that pass through the property.

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Discussion followed about drainage considerations when placing a home or driveway on piece of property especially if the property has a steep slope. Property owner should know that it's their responsibility to make sure that the proper drainage is in place on the property to eliminate debris from going on to other property. Liz is going to look to see if this should be addressed in the Zoning Ordinance. If this should be addressed a public meeting will need to be set to address a change the Zoning Ordinance in order for it to be included on the ballot for the May meeting.

Liz had a set of maps that are part of the project. They were passed around the table and Liz gave the scan disk to board so that the maps could be sent to everyone. She is planning to do an 11 X 17 set for the Planning Board.

Liz will be back for the March 6, 2019 meeting with the revised Flow Chart and the Land Use check list.

The handbook has been revised to include the ADU procedures. (this has been completed and is now on the website).

The Spring Planning & ZBA Conference is set for June 1st. A save the date notice has been sent out. Ivan will pass this on to the rest of the Board.

Roger discussed the Election of the Officers for the Planning Board after the May meeting. Roger will be stepping down as Chairman and Ivan expressed an interest in taking his place but he would have to be appointed a member instead of an alternate. Roger did express that he would not mind being an alternate on the board.

With no further business to be discussed, Chuck Beno moved to adjourn and Karl Braconier seconded. Motion passed unanimously. Meeting adjourned at 8:30 p.m.

Respectfully Submitted:

Carol A. Bears, Secretary