

Town of Jefferson
Office of the Planning Board

Minutes

February 8, 2011

Members present: Charles Muller, Chairman; Jason Call, Vernon Matson, Susan Griffin

Members absent: Ronald Demers, Gordon Rebello, alternate; Michael Meehan, Kevin Meehan, Selectmen's representative

Others present: Charlene Wheeler, Board secretary

Chairman Muller opened the meeting at 7:06 p.m.

Minutes

In referring to the Conservation Commission, the word committee was erroneously used instead of commission. Susan Griffin made the motion to approve the minutes as amended, seconded by Vernon Matson. The vote to accept the motion was unanimous.

Hearing

The Board received an application (file number 2011-20) from Mary Beth Russell and Patricia Rutkowski for a voluntary merger of two lots, Tax Map Page 2, Lot 22C and 22D. The merger would eliminate a landlocked lot. Jason Call made the motion to approve the voluntary merger, seconded by Vernon Matson. The vote to accept the motion was unanimous. Chairman Muller signed the notice of voluntary merger and the Board secretary will file it at the Coos Registry of Deeds.

Financial Report

Susan Griffin made the motion to accept the financial report, seconded by Vernon Matson. The vote to accept the motion was unanimous.

Communications to the Board

A copy of a building permit was circulated.

Copies of Selectmen's meeting minutes were circulated. Chairman Muller updated the Board on the state's next 10 year transportation plan.

Unfinished Business

The Board secretary handed out fresh copies of the recently amended Subdivision Procedures and Regulations.

The Board secretary handed out copies of a draft checklist for subdivision applications for Board members to examine. Board members will study the suggested checklist and discuss it further at their next meeting.

Board members received information on amendments which have been added to the Land Use Ordinance since 1999. Jason Call said he thought a special town meeting had been held to change the requirement that a business could have a maximum of 10 employees to having a maximum of 25 employees. The Board secretary will check with the Town Clerk to determine when this vote may have occurred.

The Board secretary told the Board she had downloaded the International Building Code of 2006 to a file but had not printed it out as it was over 700 pages. A sheet was handed out to indicate definitions found in the document plus other definitions from both Lancaster's and Whitefield's Zoning Ordinance and Subdivision Regulations.

Susan Griffin made a motion to adjourn the meeting, seconded by Jason Call. The meeting was adjourned at 8: 20 p.m.

Charlene Wheeler
Secretary to the Board