

Town of Jefferson
Office of the Planning Board

Minutes

May 13, 2014

Members present: Chairman Gordon Rebello, Donna Laurent, Michael Meehan, Gilbert Finch, alternate; Scott Guerin, alternate; Jeff Young, Kevin Meehan, Selectmen's representative

Absent: Jason Call, alternate; Vernon Matson, Charles Muller

Others present: Charlene Wheeler, Board secretary

In the absence of regular members, Scott Guerin and Gil Finch were designated voting members for this meeting.

Minutes

Jeff Young made the motion to approve the minutes of the April 22, 2014 meeting as read, seconded by Donna Laurent. The vote to accept the motion was unanimous.

Communications

Board members and alternates who haven't taken their oath of office with the town clerk were reminded they must do so.

Board members each received a survey form to complete from North Country Council asking them to identify needs in their town to help NCC focus its efforts. The Board members completed their surveys and the Board secretary will mail them.

Copies of Selectmen's minutes were circulated.

The May/June 2014 issue of *Town and City* magazine was circulated.

Unfinished Business

Donna Laurent and the Board secretary who had attended the Annual Spring Planning and Zoning Conference held this year at the Mountain View Resort in Whitefield on Saturday, May 3 shared with other Board members information about issues which had been discussed. The morning session was devoted to how the demographics in the state were changing and how this was projected to impact housing needs. Handouts from the presentation were distributed to Board members to read. The afternoon session updated attendees on recent laws and legal decisions that relate to town planning and zoning issues. Both said the conference was well worth attending, the programs engaging and full of information. They also had an opportunity to question the attorney who presented the program about a couple of issues pertaining to landlocked lots. One point learned was that a potential applicant for subdivision would be required to own land under any right-of way needed to access the property being subdivided.

Board members continued their discussion of issues arising from landlocked lots that exist in the town. The Board secretary reported a rough estimate of 4% to 7% of all properties in the town might be considered landlocked lots, many of these lots not being very large. The issues are roads and required frontage. Only two RSAs 231:28 and 674:41 seem to relate to the issue. One area town, Lancaster, seems to address back lots, as they call them, saying a back lot may be developed with a minimum of fifty (50) feet of road frontage behind any lot with adequate frontage on a town or state-maintained road. It also strongly encouraged only one driveway entrance to serve both the front lot and the back lot and the location of the driveway entrance be suitable. One other similar requirement was found from regulations in a town located in another state. This one required a minimum of twenty-five (25) feet of road frontage on the back lot. Board members agreed this idea might be one possible solution. Underground utilities also need to be considered. The number of lots proposed in any subdivision has a big impact on what can be expected to be required for approval. Each subdivision is different and town regulations need to be enforced reasonably and fairly.

Kevin Meehan reported on discussions of expanding ATV trails in the town and said it would take time for planning and coordination as well as input from the public. Some pros and cons of ATVs using town roads were discussed.

Scott Guerin was given his informational binder and Planning Handbook. The roles of the planning board and of the zoning board were reviewed.

The Board will be starting an abbreviated schedule for the summer months. The Board's next meeting will be on June 10. The Board will continue to meet on the second Tuesday of each month (on July 8, August 12, and September 9) and then resume its regular schedule in October unless an urgent matter comes before it. Jeff Young made the motion to begin this abbreviated schedule, seconded by Donna Laurent. The vote to accept the motion was unanimous. The Board secretary will post notices of meeting date changes.

Jeff Young made a motion to adjourn the meeting, seconded by Michael Meehan. The meeting was adjourned at 8:45 p.m.

Charlene Wheeler
Secretary to the Board