

Haverhill Planning Board Minutes
James R. Morrill Municipal Building, Haverhill, New Hampshire
February 27, 2018 7:00 p.m.

Draft subject to review, correction, and approval at the next meeting.

Planning Board Members Present: Don Hammond, Chris Luurtsema, Howard Hatch and Gary Hebert.

Clerks: Ed Ballam and Austin Albro were also present.

Members of the Public Present: There were no members of the public present.

The meeting was called to order at 7:05 p.m. by Chairman Don Hammond.

The Planning Board on motion of Howard Hatch, seconded by Gary Hebert, voted to approve the agenda for February 27, 2018.

The Planning Board on motion of Howard Hatch, seconded by Chris Luurtsema, voted to approve the minutes of the January 30, 2018 meeting. Gary Hebert abstained, as he was not present at the meeting.

Reports of Committees:

- **Master Plan Subcommittee:**
Clerk Ballam reported that the Master Plan Sub Committee continues to meet. Clerk Ballam emailed a revised questionnaire to the Board in January. Discussion occurred about the potential for collaboration with the Vision to Action Forum. Clerk Ballam suggested the Board reach out to Jay Holden regarding distribution of the questionnaires at the Town Meeting.

Pending Business:

- **Lot Line Adjustment for 2 Perkins Place and 38 Highland Street:**
Clerk Ballam presented a notarized letter from David Johnson stating he agrees with the lot line adjustment for Woodsville Place LLC, 2 Perkins Place and 38 Highland Street. The Planning Board on motion of Chris Luurtsema, seconded by Howard Hatch, voted to accept the letter from David and Katherine Johnson and Brian Young of Woodsville Place LLC regarding the lot line adjustment between lots 103-84 and 103-85 signed on January 25th, 2018 and authorized the Chairman to sign the pending lot line adjustment.

New Business:

○ **Review of Building Permit on a Private Road, 7 Reed Lane:**

The Board reviewed a Building Permit on a Private Road submitted by JoAnne Jaworski, 7 Reed Lane. Discussion occurred regarding how to communicate to the applicant that any additional structure going on the property requires an additional permit. The Planning Board on motion of Chris Luurtsema, seconded by Gary Hebert see no issue with the building permit application for 7 Reed Lane, Tax Map 406 Lot 008 as requested by JoAnne Jaworski and wish to note that if any further construction takes place on said pad, that another building permit be required and given to the Planning Board for review and recommendation.

Other New Business:

○ **Voluntary Lot Merger on French Pond Road and Kinsman Road:**

The Board considered a voluntary lot merger submitted by Robert Bessette and Theresa Bessette for the following lots: Map 202-077, 202-076, and 202-075 made on the February 27, 2018. After examination and review, the Planning Board on motion of Chris Luurtsema, seconded by Gary Hebert, voted to approve the application.

○ **Introduction of Clerk Austin Albro:**

Clerk Ballam introduced Austin Albro as the new Clerk for the Planning Board and Zoning Board of Adjustment.

Comments of the Clerk: Clerk Ballam stated his time as clerk has been a pleasure. The members of the Planning Board thanked Clerk Ballam for his service and dedication to the Board.

Comments of the Planning Board: Chris Luurtsema stated that he was approached by a resident inquiring about the transfer of ownership of an operating gravel pit. Clerk Ballam provided insight to the Board regarding the requirement of a bond or letter of credit. In addition, Clerk Ballam will place letters in the files of gravel pits which were inspected and found compliant on July 12, 2014.

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The next Planning Board meeting is scheduled for Tuesday, March 27, 2018 at The James R. Morrill Municipal Building, Haverhill, New Hampshire.

The Board on motion of Howard Hatch, seconded by Gary Hebert adjourned at 8:10 p.m.

Respectfully submitted,

Austin Albro, Clerk, Haverhill Planning Board