

**Town of Haverhill
PLANNING BOARD
WORK SESSION
Meeting Minutes
Tuesday, April 12, 2022, at 6:00 PM
J.R. Morrill Building
2795 Dartmouth College Hwy.
No. Haverhill, NH 03774
And on Zoom**

Tuesday, April 12, 2022

Call to Order:

Chair Hebert called the meeting to order at 6:00 PM.

Attendance:

John Nelepovitz (Here), Donnie Hammond (Here), Vickie Wyman (Here), Kevin Knapp (Here), and Gary Hebert (Here). A quorum was met.

Chair Hebert and the Board welcomed new member Vickie Wyman.

Town Employees Present:

Board Clerk: Joanna Bligh

Visitors in person or online: None.

DESIGNATION OF ALTERNATES: None.

AGENDA APPROVAL:

MOTION #1: Chair Hebert moved, and Wyman seconded the motion to approve the Agenda as written.

- Chair Hebert noted that for the next Work Session Agenda, agenda sections can be left out, such as the Designation of Alternates.

Voice Vote: All approved, none opposed, and none abstained. The motion passed unanimously.

PENDING BUSINESS:

Subdivision Regulations

The Board members picked up their revisions on p. 33, Section 5.

5.1 Modifications. This section was the first subject of discussion. The Town's counsel suggested using the statutory language for this section, but did not specify the specific RSA to use. Clerk Bligh was asked to query the Town's counsel.

5.2 Penalties and Fines. The members discussed revising the RSA listed to "RSA 676:15-17."

5.7 Statutory Vesting. The members agreed with the counsel's suggestion to delete this section.

Section 6 Definitions. Condominium. The members discussed this definition and decided to use the statute language. The request was made to switch out this definition for the RSA 356-B, ¶15 on page 195 of the statute publication.

Section 6 Definitions. Manufactured Housing.

The members discussed the many types of manufactured housing, and decided to delete this section.

Section 6 Definitions. PUD (Planned Development Unit).

Wyman noted that Haverhill does not have this ordinance, which refers to one party purchasing land, and all housing and services are available on that parcel. The members agreed to remove this item from the definitions.

Section 6 Definitions. Reconsideration Period.

The members were confused by the counsel's notes on this item, decided not to remove the items, and requested a query to the counsel for clarity.

Section 6 Definitions. Subdivision.

Countering the counsel's recommendation to remove this definition and just reference the RSA, the members agreed to retain the RSA language.

Appendix A: Restoration Form

The members suggested querying the Assistant Town Manager about removing or retaining this form.

Appendix B: Checklists

The members considered these checklists as the purview of the property records administration and recommended deleting for this document.

Appendix C: Applicant Letter and Application for Subdivision

Clerk Bligh suggested the applicant letter be deleted because of so many that are sent out, including a request for missing information or funds, notice of approval, notice of Registry of Deeds filing, and more. Chair Hebert recommended replacing the subdivision form in this document with the newly approved form with a date line and revised-by date added.

Appendix D: Application for Voluntary Merger

Clerk Bligh noted that this Voluntary Merger form was last revised in 2002, but is still used, and suggested a retyping of the form and inserting an updated revised-by date.

Appendix E: Unit Cost Estimating Sheet [cross referenced to Section 3 The Process, 3.8 Performance Bond]

The members agreed to delete this section.

COMMENTS BY TOWN STAFF:

