

**Town of Haverhill
PLANNING BOARD
Meeting Minutes
Tuesday, April 25, 2023, at 6:00 PM
J.R. Morrill Building
2975 Dartmouth College Hwy.
No. Haverhill, NH 03774
And on Zoom**

Tuesday, April 25, 2023

CALL TO ORDER:

Vice Chair John Nelepovitz called the meeting to order at 6:00 PM.

ATTENDANCE:

Vickie Wyman (Here), Kevin Knapp (Here), Vice Chair Nelepovitz (Here), Donnie Hammond (Absent), Chair Hebert (Absent). A quorum was met.

Town Employees Present:

Assistant Town Manager (ATM): Jennifer Boucher
Board Clerk: Joanna Bligh

Visitors in Person:

Joe Longacre
Paul Kidder
Harry Burgess
Jennifer Martel
Joseph P. Martel
Joseph Mitchell

Visitors Online:

June Garneau
Jessica Fiore

DESIGNATION OF ALTERNATES (if necessary): None.

AGENDA APPROVAL

MOTION #1: Knapp made the motion and Wyman seconded the motion to approve the Agenda as written.

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

NOMINATIONS FOR OFFICERS

Nomination for Chair: Wyman nominated Gary Hebert as Chair of the Planning Board, seconded by Knapp.

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

Nomination for Vice Chair: Vice Chair Nelepovitz nominated Vickie Wyman as Vice Chair of the Planning Board, seconded by Knapp.

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

PUBLIC APPEARANCES (previously scheduled): None.

PENDING BUSINESS:

***Subdivision Regulations* WAIVER (straw poll)**

Acting Chair Nelepovitz stated that the waiver provision as presented is to be included in Haverhill's *Subdivision Regulations* 2016 per RSA 674:36II,(n) and according to RSA 674:36 Notes to Decisions 6. Scope of Regulations.

The members read the waiver language:

Town of Haverhill, NH
SUBDIVISION REGULATIONS 2016
Addendum

According to NH RSA 674:36 II (n) The subdivision regulations, which the Planning Board adopts, may ... include a provision for waiver of any portion of the regulations.

On March 28, 2023, the Haverhill Planning Board voted in favor of language to be added to the current *Subdivision Regulations* 2016 to address the inclusion of a waiver provision, as follows:

Upon written request by the applicant, the Planning Board may grant a waiver or relaxation of the provisions of the *Subdivision Regulations* as it deems appropriate per NH RSA 674:36 II (n) and under Notes to Decisions #6, Scope of Regulations by majority vote of the Board. Reasons for the waiver shall be recorded in the meeting minutes. The requirements of the Regulations may only be modified or waived by the Board when:

1. Strict conformity would pose an unnecessary hardship to the applicant and a waiver would not be contrary to the spirit and intent of the Regulations.
2. Specific circumstances relative to the subdivision (major or minor), lot line adjustment, or voluntary merger or conditions of the land indicate that the waiver will properly carry out the spirit and intent of the Regulations.
3. The scope of the *Subdivision Regulations* could be quite broad and generally include provisions that would tend to create conditions favorable to health, safety, convenience, or prosperity.

Acting Chair Nelepovitz asked for the Board members' comments on the waiver Addendum:

Knapp stated in favor of the waiver Addendum, Wyman stated in favor, and Acting Chair Nelepovitz stated in favor.

NEW BUSINESS

- **Preliminary Review:** Minor Subdivision, Lee and Cindy Waterhouse, 811 State St., Groton, VT, and Jay and Kimberly Waterhouse, 71 Hayden Dr., Woodsville, NH; property address: 67 Hayden Dr., Map 402, Lot 90.

Harry Burgess, surveyor and agent for the Waterhouse family, provided maps and stated that the family wishes to subdivide Lot 90 to create a 1.1-acre lot, and the remaining land will be deeded over to Jay and Kimberly Waterhouse. Burgess noted that the reason for the subdivision application and not a lot line adjustment plan is that the State of NH requires a subdivision permit if creating a lot less than 5 acres. The permit is in process. Burgess continued stating that each lot has state-approved septic and water lines.

Vice Chair Wyman described where Hayden Dr. is and the dirt-road access. ATM Boucher asked if the right-of-way driveway will be listed in the deed. John Martel replied, “Yes.” There were no additional questions or comments.

- **Preliminary Review:** Minor Subdivision, Joseph Martel, 11 Beech St., Woodsville, NH; property address: Airport Rd., Map 414, Lot 15-3

Harry Burgess, surveyor and agent for the Martel family, provided maps and stated that the subdivision divides 22 acres into two lots – lot 15.3 of 17.26 acres and lot 15.31 into 5.52 acres. Burgess continued that the driveway access for lot 15.31 will be from Airport Rd.

Vice Chair Wyman asked if there was space for a driveway at the access point, and Burgess replied that the access is 66 feet. There were no additional questions or comments.

Clerk Bligh stated that both the Waterhouse (providing state permit is obtained) and Martel subdivision applications will be heard at a Public Hearing at the next Planning Board meeting on May 23, 2023.

MASTER PLAN / Chapter 7, Natural Resources

Acting Chair Nelepovitz introduced June Garneau, writer and consultant, on Zoom.

Natural Resources Chapter Discussion

Clerk Bligh lead the discussion of the revisions to Chapter 7, Natural Resources, and, to add to the discussion, introduced Joe Mitchell from the Conservation Commission and Joe Longacre from the Select Board. June Garneau, the writer, was online. Pages 67 to 78 of the Natural Resources chapter were discussed and revised paragraph-by-paragraph. Clerk Bligh scribed the revisions to be provided to the writer after the meeting. The Board decided that the last page of the chapter, Goals, was to be completed when the full Board was present.

BUILDING PERMITS

- **Re-Review — Building Permit;** Priscilla Moody-Eastman and Kenneth Eastman, P.O. Box 440, Campton, NH 03223; Map 208, Lot 30.01; 30 Pleasant View Park, Haverhill Corner, NH.

Clerk Bligh noted that the Haverhill Corner (HC) Village District approval for the Eastman’s Building Permit was completed and signed by the HC Planning Board on 4-4-23, and the Haverhill Planning Board’s request for such approval was acknowledged.

- **Building Permit;** Alfred Kuntz, Ray Hill Circle (off of Mt. Moosilauke Hwy.), Map 420, Lot 3 (new construction).

ATM Boucher stated that this is a new construction and when the driveway is constructed, the e911 address will be assigned.

Board Comments:

Knapp: No comments.

Vice Chair Wyman: No comments.

Acting Chair Nelepovitz: No comments.

- **Building Permit;** David Lutz (agent, Solaflect Energy); Sarah Young-Xu (owner), 69 Mountain View Dr., No. Haverhill, NH; Map 414, Lot 136 (solar array).

Board Comments:

Knapp: No comments.

Vice Chair Wyman: No comments.

Acting Chair Nelepovitz: No comments.

MINUTES APPROVAL

With the absence of Vice Chair Wyman from last month's meeting, only two members at this meeting were present during that March meeting and could assess the minutes; therefore, Acting Chair Nelepovitz suggested tabling the minutes approval until the May meeting.

CORRESPONDENCE: None.

COMMENTS BY TOWN STAFF:

- Clerk Bligh announced that at the May meeting, Town Manager Codling will be in attendance to discuss the additional elements needed in the Master Plan. ATM Boucher noted that the Master Plan is a document that is used by Administration to prepare and write grants, and certain data are needed to assure compliance with the grant requirements.

COMMENTS BY THE BOARD:

Kevin Knapp: No comments.

Hammond: No comments.

Vice Chair Wyman: No comments.

Acting Chair Nelepovitz: No comments.

NEXT MEETING:

- Planning Board meeting, Tuesday, May 23, 2023, at 6:00 PM.

ADJOURN:

MOTION #2: Acting Chair Nelepovitz moved, and Vice Chair Wyman seconded the motion to adjourn the meeting at 8:03 PM.

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

