

**MINUTES
GILFORD PLANNING BOARD
JUNE 7, 2010
CONFERENCE ROOM A
7:00 P.M.**

The Gilford Planning Board met for a work session on Monday, June 7, 2010 at 7:00 p.m. in Conference Room A in the Gilford Town Hall.

In attendance were: Chair-Polly Sanfacon; Vice Chair-John Morgenstern; Selectman's Representative, Kevin Hayes; Regular Members: Jerry Gagnon, Richard Waitt, Richard Vaillancourt, and Richard Sonia. Alternate(s): Wayne Hall, Dennis Corrigan and Chan Eddy.

Member(s) absent.

Also present were John B. Ayer, Director of Planning and Land Use and Stephanie Verdile Philibotte, Technical Assistant.

P. Sanfacon led the Pledge of Allegiance, introduced Board members and staff.

1 Creation of a Wetland Ordinance Committee.

J. Ayer discussed the Board creating a subcommittee to work on the re-write of the Wetlands Ordinance. He said it should start with just the Planning Board. J. Morgenstern said they should work on it before meeting with the Conservation Commission. K. Hayes said the Conservation Commission has been discussing writing a letter to the Planning Board requesting a meeting with the Planning Board to form the Committee and he thinks the Planning Board should meet with the Commission. J. Morgenstern spoke about the paperwork that was distributed to the Board from the Conservation Commission and he thinks the Planning Board should not meet with the Commission until they read the reading material.

S. Verdile Philibotte spoke about the Commission's idea that they would be willing to have a Wetland Scientist come in and speak to the Board and the Commission about the importance of wetlands and setbacks and help teach the Planning Board about wetlands.

P. Sanfacon spoke about wanting the Conservation Commission to know the Planning Board is discussing forming a committee but the formation of the Committee should start at the Planning Board. She said she wants to have their expertise and input.

The Planning Board members that volunteered for the Wetland Ordinance Committee are: Kevin Hayes, Jerry Gagnon and John Morgenstern.

D. Corrigan spoke about the perception of having a Selectman on the Committee. He does not think a Selectman should be on the subcommittee because of the Board of Selectmen's power to create warrant articles and thinks that it could be a conflict. PS spoke about the Planning Board being the body to be the one to present and vote on proposed regulations not the Selectman.

The re-write committee decided that John Ayer will email the Committee members the ordinance from Fall 2009 for them to review, the minutes from the Public Hearing, and the wetlands handouts. The Committee will provide their first report at the July 19, 2010 meeting. P. Sanfacon wants the Conservation Commission to know the Planning Board has started the first step and they are working on the issue of re-writing a wetlands ordinance.

2 Proposed Storm water Regulations

J. Ayer spoke about S. Dunn suggesting some type of enforcement be included in the regulations as well as some type of escrow account to assist for financial aspects of review and enforcement. He spoke about other model ordinances available and those model ordinances are very thorough and worded almost verbatim to what he proposed in 2009. He also said that the current "Minimum Road Standards" includes a lot of the same language as some of the model ordinances. He suggested one of the model ordinances could be used to shorten the "Minimum Road Standards" and create a storm water ordinance. J. Gagnon would like the last subdivision they approved (Young Rd. LLC) and have a plan marked up to show how the proposed regulations would affect that type of plan.

J. Gagnon is concerned about requiring 2' contours for development. The Board discussed whether to have 2' or 5' contours for the either the road

design or design for the entire site. J. Ayer referred to the existing “Minimum Standards”. K. Hayes said it should be a 2’ contour for the developable land area and how that relates to pre and post construction runoff. JA asked the Board which version of the proposed ordinance they would like to focus on; the one that is very similar to the existing “Minimum Road Standards” or a new ordinance that is longer, with up to date storm water management techniques, more technical material, with better enforcement.

R. Vaillancourt spoke about the shorter ordinance being a better option and Chan Eddy agreed. He said the ordinance should be designed with fewer restrictions in order to allow the Board more leeway in making decisions. J. Gagnon said if the lots are over 5 acres a storm water management plan is not required.

J. Ayer will review both types of ordinances and compare them for the Board to review and decide upon. J. Morgenstern spoke about utilizing the Town Engineer in cases where the Board needs assistance. W. Hall spoke about some of the comments Sheldon Morgan, DPW Director, where he spoke about the Town of Gilford not having proper equipment to fulfill maintenance requirements of some of the ordinance.

K. Hayes asked about maintenance of the projects and who would be responsible for enforcement. He asked what would happen if the developer is not properly maintaining the site. J. Ayer spoke about having that be included in the conditions of approval for enforcement and suggested recording site plans as part of enforcement. J. Ayer will research the maintenance aspect issue. K. Hayes suggested J. Ayer contact the NHDES Alteration of Terrain Division for assistance.

3 Revised application checklist

S. Verdile Philibotte discussed the revised application checklist she drafted. She noted items carried over from the existing list and the items that are new to the list. She spoke about items on the checklist that waivers should not be accepted for, such as: plan size, plan sets, sheet index, scale, etc.

The Board discussed a complete application should include a completed checklist and written waiver requests as part of the application at submission time. If an application is deemed incomplete for acceptance

the applicant will be delayed one month. The Board also discussed the process for submitting abutter information as part of the checklist. S. Verdile Philibotte will do more research about the notification process. The Board noted other items should be changed to the proposed checklist and S. Verdile Philibotte will revise the checklist.

Other Business

Steve Grant Site Plan Approval-

J. Ayer explained Town Counsel suggested the applicant submit an after-the-fact application for an extension of the site plan.

Lin Bi Site Plan violation

J. Ayer explained his violation on site and the applicant wanted to have additional seating for Bike Week. He said Lin Bi will be attending the June 21, 2010 meeting for an amended site plan.

Minutes

Motion made by R. Sonia, seconded by R. Waitt, to approve the minutes from May 17, 2010 as amended. Motion carried with all in favor.

Adjournment – Motion made by R. Sonia, seconded by K. Hayes, to adjourn at 8:55 p.m. Motion carried with all in favor.

Respectfully submitted,

Stephanie Verdile Philibotte
Technical Assistant