

**TOWN OF EATON
PLANNING BOARD
January 13, 2016**

The Planning Board held their regular meeting on Wednesday, January 13, 2016. Present were Chairman Paul Savchick, Frank Holmes, Thaire Bryant, Dennis Sullivan and Selectmen Dick Fortin. The meeting was called to order at 7:00 pm.

Public Hearing – Proposed Zoning Ordinance Amendments

Chairman Paul Savchick opened the Public Hearing on the proposed Zoning Ordinance amendments and read the three amendments and then opened the hearing to public comment. Kenneth McKenzie submitted a handout of his objections and suggestions to revise the proposed amendments.

Amendment #1 to Article IV Section 1. Paul Savchick explained that the provisions currently set forth within the Zoning Ordinance are not as complete as the State statute, which led the Board to incorporate the entire RSA 674:41 into the Town's Zoning. Ken McKenzie noted that this proposal removes an existing paragraph that is not within the RSA and suggested retaining Section (c)4 which references requirements to bring the road up to Town standards before the Town will accept a road. Chris Meier stated that this paragraph should be relocated as it does not deal with building on private roads.

Amendment #2 to Article VI Section 4. Dennis Sullivan noted that this amendment is to encourage property owners to make their lots more conforming while still retaining grandfathered rights. Ken McKenzie raised the issue of the definition of "lot" within the Zoning Ordinance and stated that "lot of record" should be used. Ken McKenzie stated that the amendment should specify that this applies only to contiguous lots and questioned the status of a lot when a non-conforming and conforming lot is merged. Paul Savchick stated that the lot as merged would be conforming. Ken McKenzie stated that the Board cannot pass an ordinance after the fact of an issue and noted that the Zoning Ordinance does have provisions for building on a road not built to Town specifications. Ken McKenzie questioned why if the merged lots meet the frontage requirement will they not be required to upgrade the road. Dennis Sullivan stated that a property owner could build and then merge the lots. Paul Savchick stated that if a property owners has lots which existing prior to the adoption of Zoning, we are encouraging them to merge the lots to reduce the number of possible buildings while retaining their grandfathered rights. Ken McKenzie stated that if the lot then has the ability to meet the current conditions of the Ordinance, they should have to meet all requirements of the regulations. It was noted that the definition of "lot" needs to be updated to remove "under separate ownership". Dennis Sullivan noted that the Zoning Board of Adjustment can place conditions on their approval to build on a non-conforming lot. Chris Meier suggested changing the wording to "any combination of such lot of record and any other contiguous parcel of land as may have been subsequently voluntarily merged..."

Amendment #3 to Article XIV. Paul Savchick noted that this amendment is to clarify the definition of private roads. Ken McKenzie noted that the Subdivision Regulations already has a definition of private road. It was noted that once this definition is adopted at Town Meeting, the definition within the Subdivision Regulations will be updated.

Paul Savchick explained that the Board will take the suggestions under advisement and closed the Public Hearing at 8:18 pm.

Review of Minutes

The Board reviewed the Minutes of December 9, 2015. ***Dennis Sullivan made a motion, seconded by Thaire Bryant, to accept the Minutes as written. Motion unanimously carried.***

Selectmen's Report

Dick Fortin gave an update on issued Building Permits and explained that the Selectmen are working on zoning violations.

Zoning Ordinance Amendments

The Board reviewed a proposed amendment to Article VII regarding home occupations in an accessory building. It was noted that an accessory building is defined as one that is detached from the residential building. Paul Savchick noted that an attached barn could be just as much an issue as a detached structure. Dennis Sullivan noted that the concern seems to be with the size and/or potential to grow. It was the consensus of the Board to table this proposed amendment and to work on solutions prior to next Town Meeting.

It was the consensus of the Board to update Amendment #1 to include the existing wording from Section I.c(4). ***Dennis Sullivan made a motion, seconded by Thaire Bryant, to put Amendment #1 as amended on the Town Warrant. Motion unanimously carried.***

It was the consensus of the Board to update Amendment #2 to read "The owner of a non-conforming lot of record recorded before the date of this Ordinance, March 6, 1973, or any combination of such lot of record and any other contiguous parcel of land as may have been subsequently voluntarily merged..." It was the unanimous consensus of the Board that permitting the merging of lots and protecting property owner rights is in the best interest of the Town. ***Thaire Bryant made a motion, seconded by Dennis Sullivan, to put Amendment #2 as amended on the Town Warrant. Motion unanimously carried.***

The definition of Private Road was amended to include the following language from the Subdivision Regulations: "New private roads requesting subdivision approval must meet established Town standards." ***Dennis Sullivan made a motion, seconded by Thaire Bryant, to put Amendment #3 as amended on the Town Warrant. Motion unanimously carried.***

Thaire Bryant made a motion, seconded by Dennis Sullivan, to adjourn the meeting. Motion unanimously carried. The meeting was adjourned at 9:55 pm.

Respectfully submitted,

Lianne Boelzner

Lianne Boelzner

**TOWN OF EATON
PLANNING BOARD
January 27, 2016**

The Planning Board held a special meeting on Wednesday, January 27, 2016. Present were Chairman Paul Savchick, Dennis Sullivan, Thaire Bryant, Selectman Dick Fortin and Alternate Peter Klose. The meeting was called to order at 7:08 pm.

Chairman Paul Savchick designated Peter Klose to act as a regular member for this meeting.

Zoning Ordinance Amendment

Chairman Paul Savchick explained that in response to a letter from Ken McKenzie, the Board is meeting to reconsider the proposed Amendment to Article VI, Section 4, regarding non-conforming lots. Paul Savchick noted that the Board of Selectmen are in favor of the original amendment with minor changes such as "lot of record" and "contiguous lots." Thaire Bryant noted that this change would only be for clarification and would not be a substantial change.

Ken McKenzie questioned what would constitute a lawful merger and Paul Savchick stated that any action as permitted in State statute would be permissible. Ken McKenzie questioned merging of illegally subdivided lots. Paul Savchick noted that a lawful merger would not include any illegally subdivided lots. Paul Savchick also noted that this proposed amendment is not intended to accommodate any one in particular nor is it intended to be retroactive. Thaire Bryant stated that adopting this amendment gives property owners incentive to merge lots and create a better situation.

Peter Klose made a motion, seconded by Thaire Bryant, to adopt the following language and to place the proposed amendment on the Town Meeting ballot: 4. The owner of a non-conforming lot of record recorded before the date of this ordinance, March 6, 1973, or any combination of such lots of record as modified by lawful merger or approved Planning Board plat, is permitted to build thereon without regard to requirements for lot size and frontage, provided the setback requirements are met and the use conforms with those authorized for the district in which the lot is located, and meets State of New Hampshire septic system design standards for subsurface septic disposal for the proposed use. Motion unanimously carried.

Thaire Bryant made a motion, seconded by Dennis Sullivan, to adjourn the meeting. Motion unanimously carried. The meeting was adjourned at 8:08 pm.

Respectfully submitted,

Lianne Boelzner

Lianne Boelzner

**TOWN OF EATON
PLANNING BOARD
March 9, 2016**

The Planning Board held their regular meeting on Wednesday, March 9, 2016. Present were Chairman Paul Savchick, Dennis Sullivan, Frank Holmes, Thaire Bryant, Selectman Dick Fortin and Alternate Peter Klose. The meeting was called to order at 7:00 pm.

Chairman Paul Savchick designated Peter Klose to act as a regular member for this meeting.

Review of Minutes

The Board reviewed the Minutes of January 13, 2016. ***Frank Holmes made a motion, seconded by Peter Klose, to accept the Minutes as written. Motion unanimously carried.***

The Board reviewed the Minutes of January 27, 2016. ***Thaire Bryant made a motion, seconded by Frank Holmes, to accept the Minutes as written. Motion unanimously carried.***

Selectmen's Report

Dick Fortin gave an update on the status of Ed Roberts' building and the camper on Lary Road. Dick Fortin explained that in response to complaints from second home owners, the Selectmen have updated the beach pass policy.

Dick Fortin noted that the definition of accessory building needs to be reviewed and revised so that it clearly sets forth what is permissible in absence of a dwelling.

Correspondence

The Board reviewed an email from Ken McKenzie regarding illegally created lots. Dick Fortin noted that the Selectmen are working on the issue of the Cass family lots.

Administration

The Board reviewed the status of the Edge Boundary Line Adjustment. It was noted that a letter would be sent to John and Betsy Edge explaining that if final approval is not secured by April 1st, the property records will not change for the 2016 tax year.

The Board discussed the status of the Dean subdivision and Timberlake site plan projects. It was noted that both files will be reviewed to determine whether all conditions have been met.

Zoning Ordinance Amendments

It was noted that the Board will begin working on the Ridgeline Ordinance and also work on defining accessory structures.

Subdivision/Site Plan Regulations

It was noted that the Board will review the proposed amendments to the Subdivision and Site Plan Regulations at their next meeting and schedule a public hearing.

Master Plan

The Board will review the Master Plan to determine whether any Chapters should be updated this year.

Thaire Bryant made a motion, seconded by Dennis Sullivan, to adjourn the meeting. Motion unanimously carried. The meeting was adjourned at 8:22 pm.

Respectfully submitted,

Lianne Boelzner

Lianne Boelzner

**TOWN OF EATON
PLANNING BOARD
April 13, 2016**

The Planning Board held their regular meeting on Wednesday, April 16, 2016. Present were Chairman Paul Savchick, Dennis Sullivan, Selectman Ed Reilly and Alternate Peter Klose. The meeting was called to order at 7:13 pm.

Chairman Paul Savchick designated Peter Klose to act as a regular member for this meeting.

Preliminary Review

Marla Browning met with the Board for a preliminary review of a two-lot subdivision on Stewart Road. Chairman Paul Savchick explained that HISS is needed to determine whether the lot meets the minimum two-acre requirement. Marla Browning noted that she would like to request a waiver of the soil survey as it is an existing house lot with a septic system. Chairman Savchick noted that the lot is less than five acres, which requires State approval. The Town of Eaton has only issued HISS waivers for lots of five acres or larger. Marla Browning explained that her original lot was 2.7 acres when purchased in 1988. Chairman Savchick stated that NRCS soil types would have to be shown to indicate that minimum HISS lot size can be met before a request for a HISS waiver could be considered. Dennis Sullivan noted that the septic system design will provide useful information.

Review of Minutes

The Board reviewed the Minutes of March 9, 2016. ***Dennis Sullivan made a motion, seconded by Peter Klose, to accept the Minutes as written. Motion unanimously carried.***

Selectmen's Report

Ed Reilly gave an update on the Selectmen and noted that they met with Carroll County Commissioners to review current County operations and budget.

Conservation Commission

Paul Savchick gave an overview of the current Conservation Commission projects and blueberry field maintenance. Paul Savchick noted that the Commission will be reviewing the updated three-year timber harvest schedule at its next meeting.

Correspondence

The Board reviewed a letter from Kenneth McKenzie regarding discussions on Crystal Lake Road properties.

Subdivision/Site Plan Regulations

The Board received proposed amendments and supporting documentation to review for the next meeting.

Ed Reilly made a motion, seconded by Peter Klose, to adjourn the meeting. Motion unanimously carried. The meeting was adjourned at 9:25 pm.

Respectfully submitted,

Lianne Boelzner

Lianne Boelzner

**TOWN OF EATON
PLANNING BOARD
May 11, 2016**

The Planning Board held their regular meeting on Wednesday, May 11, 2016. Present were Chairman Paul Savchick, Dennis Sullivan, Frank Holmes, Thaire Bryant, Selectman Ed Reilly and Alternate Peter Klose. The meeting was called to order at 7:04 pm.

Chairman Paul Savchick designated Peter Klose to act as a regular member for this meeting.

Review of Minutes

The Board reviewed the Minutes of April 13, 2016. ***Peter Klose made a motion, seconded by Ed Reilly, to accept the Minutes as amended. Motion unanimously carried.***

Public Hearing – Subdivision
Marla Browning

At 7:17 pm Paul Savchick opened the Public Hearing on an application from Marla Browning for a Subdivision for property located at 368 Stewart Road (Map R09 Lot 13).

All notices had been posted, all fees paid and abutters notified. No correspondence was received. ***Peter Klose made a motion, seconded by Thaire Bryant, to accept the plan for consideration. Motion unanimously carried.***

Marla Browning explained that the soil types are now shown on the plan and that additional land has been added to the proposed smaller lot bringing the size to 2.1 acres. Paul Savchick explained that a waiver for the HISS standards had been requested on the 2-acre lot and noted that the Planning Board has never granted a waiver on a lot under five acres. Paul Savchick stated that he had requested that soil types be shown on the plan with calculations to show if there is a possibility that HISS standards could be waived. Paul Savchick noted that based on the two soil types, the HISS should be required.

Marla Browning stated that the septic system and house has been there for over 26 years with no issues. Paul Savchick explained that the HISS standards are not for what is on the lot but for what the potential could be on the lot and takes into consideration all other drainage issues. Paul Savchick noted that the decision requiring the HISS could be appealed to the Zoning Board of Adjustment. Marla Browning asked that the Board vote as to whether a waiver would be considered.

Thaire Bryant stated that his concern is the effect on the drainage when the second lot is developed. Marla Browning stated that the original subdivision in 1988 created her lot of 2.37 acres. Peter Klose stated that if the Planning Board has never waived the requirement before, the Board should enforce the rules. Paul Savchick stated that the soils are marginal and that a larger lot size may be required.

Paul Savchick explained that any proposed lot under five acres requires State approval and questioned whether the lot could be enlarged rather than conducting the HISS. Marla Browning questioned whether the HISS requirement would be waived if the lot were larger than five acres. Paul Savchick stated that the Board has granted the waiver on lots over five acres. Dennis Sullivan stated that the existing septic system could pose an issue in the future if it has to be replaced and that the HISS study would make sure that a replacement system is possible.

Frank Holmes made a motion, seconded by Thaire Bryant, to recess this hearing until 7 pm on June 8, 2016. Motion unanimously carried.

Selectmen's Report

Ed Reilly gave an update on the Roberts Road bridge project and noted that the contract has been awarded to Michael Hansen Construction. Ed Reilly gave an update on issued Building Permits and decisions of the Zoning Board of Adjustment.

Conservation Commission Report

Paul Savchick gave an update on the Conservation Commission and on-going projects and explained that the Commission is working on the blueberry management.

Administration

Paul Savchick explained that there has been a question on the interpretation of a structure as it relates to a patio and the required 125-foot setback from Thurston Pond. After review of the definition of a structure, it was the consensus of the Board that a patio is a structure and must meet all required setbacks. It was noted that the definitions of a structure as set forth within the Zoning Ordinance requires clarification and will be reviewed for possible amendment at next Town Meeting.

Subdivision/Site Plan Regulations

The Board reviewed the proposed Development Checklist for Potential Regional Impact and related Regional Notice language. The Board revised the checklist to lower the vehicle trips to 150 and building size to 10,000 square feet within 1000 feet of a municipal line. The Board also noted that additional language setting forth the public notice requirements of a project deemed to have potential regional impact is needed.

Thaire Bryant made a motion, seconded by Dennis Sullivan, to adjourn the meeting. Motion unanimously carried. The meeting was adjourned at 9:05 pm.

Respectfully submitted,

Lianne Boelzner

Lianne Boelzner

**TOWN OF EATON
PLANNING BOARD
June 8, 2016**

The Planning Board held their regular meeting on Wednesday, June 8, 2016. Present were Chairman Paul Savchick, Dennis Sullivan, Thaire Bryant and Selectman Ed Reilly. The meeting was called to order at 7:05 pm.

Review of Minutes

The Board reviewed the Minutes of May 11, 2016. ***Ed Reilly made a motion, seconded by Dennis Sullivan, to accept the Minutes as written. Motion unanimously carried.***

Public Hearing – Subdivision
Marla Browning

At 7:07 pm Paul Savchick reconvened the Public Hearing on an application from Marla Browning for a Subdivision of property located at 368 Stewart Road (Map R09 Lot 13).

Paul Savchick read a request from the applicant to postpone the hearing until July. ***Dennis Sullivan made a motion, seconded by Thaire Bryant, to recess this hearing until 7 pm on July 13, 2016. Motion unanimously carried.***

Preliminary Review – Dickey

Jim Doucette met with the Board to review a possible Boundary Line Adjustment for Robert & Deborah Dickey on Potter Road (R01-006). Chairman Savchick stated that any soil data that exists should be shown on the survey plans.

Selectmen's Report

Ed Reilly gave an update on issued Building Permits and the updated beach pass policy. Ed Reilly noted that Nick Abramo has been appointed as an alternate to the Zoning Board of Adjustment.

Dennis Sullivan made a motion, seconded by Thaire Bryant, to adjourn the meeting. Motion unanimously carried. The meeting was adjourned at 8:30 pm.

Respectfully submitted,

Lianne Boelzner

Lianne Boelzner

**TOWN OF EATON
PLANNING BOARD
July 13, 2016**

The Planning Board held their regular meeting on Wednesday, July 13, 2016. Present were Chairman Paul Savchick, Dennis Sullivan, Thaire Bryant, Frank Holmes, Brian Hebert, Peter Klose and Selectman Ed Reilly. The meeting was called to order at 7:06 pm. Chairman Savchick appointed Alternate Peter Klose to act as a regular member.

Review of Minutes

The Board reviewed the Minutes of June 8, 2016. ***Thaire Bryant made a motion, seconded by Frank Holmes, to accept the Minutes as written. Motion unanimously carried.***

Selectmen's Report

Ed Reilly explained that NHDOT has notified the Town that they will be replacing a culvert on Route 153 just south of the store and that the project is slated for this winter. Ed Reilly gave an update on the Roberts Road bridge and Cove Road projects.

Conservation Commission Report

Paul Savchick gave an update on the current timber harvest and maintenance of the blueberry fields. Peter Klose noted that the Commission is drafting objectives for Foss Mountain.

Public Hearing – Subdivision

Marla Browning

At 7:19 pm Paul Savchick reconvened the Public Hearing on an application from Marla Browning for a Subdivision of property located at 368 Stewart Road (Map R09 Lot 13).

Paul Savchick stated that the applicant has submitted a request to postpone the hearing until August. ***Dennis Sullivan made a motion, seconded by Thaire Bryant, to recess this hearing until 7 pm on August 10, 2016. Motion unanimously carried.***

Subdivision/Site Plan Regulations

The Board reviewed the proposed checklist for potential regional impact and amended reference from a local land use board to Eaton's Planning Board and Conservation Commission. It was the unanimous consensus of the Board that this checklist should become part of the application packet.

Paul Savchick gave an overview of how boundary line adjustments of grandfathered lots are treated by the NHDES Subsurface Division.

The Board reviewed the proposed amendments to the Subdivision Regulations.

Amendment #1: Add the following to Section 2 - Definitions:

Official Trail: Means a state or municipal trail legally established per RSA 216-F, RSA 230:74 & 75 or RSA 231-A.

Amendment #2: Replace the current definition with the following in Section 2 - Definitions:

Private Road: A strip of land over which one or more individuals has the right to pass in a highway vehicle, and which is not a Class I through VI highway, and is not an Official Trail, and is not a driveway, and is not maintained by the Town. New private roads requesting subdivision approval must meet established Town standards.

Thaire Bryant made a motion, seconded by Frank Holmes, to adopt Amendments 1 and 2 pending Public Hearing. Motion unanimously carried.

Amendment #3: Add the following section and renumber current Sections 3.07-3.11

3.07 Regional Notice

3.07 a. In accordance with RSA 36:54-58, any proposed subdivision which is likely to have impact beyond the boundaries of the Town of Eaton shall require additional notice and by State law require additional time for public notice.

3.07 b. Notice shall be sent by certified mail 14 days in advance of the scheduled public hearing to the North Country Council and to each Town likely to be affected, with each governmental entity to be considered an abutter.

Peter Klose made a motion, seconded by Frank Holmes, to adopt Amendment #3 pending Public Hearing. Motion unanimously carried.

Amendment #4: Add the following to Section 4:11 Final Plat:

4.11 c. The final plat shall contain the following signature box:

This plat is hereby approved by the Eaton Planning Board at an official meeting held on _____ and shall be filed with the Carroll County Registry of Deeds.

Chairman, Eaton Planning Board

Date

Thaire Bryant made a motion, seconded by Peter Klose, to adopt Amendment #4 pending Public Hearing. Motion unanimously carried.

The Board discussed additional amendments to address notice requirements for scenic road tree cuts and to add the requirement of as-built plans.

The Board reviewed the proposed amendment to the Site Plan Regulations.

Amendment #1: Add the following to Section III - Review Process and renumber current section H. Fees to I. Fees

H. Regional Notice

1. In accordance with RSA 36:54-58, any proposed development which is likely to have impact beyond the boundaries of the Town of Eaton shall require additional notice and by State law require additional time for public notice.

2. Notice shall be sent by certified mail 14 days in advance of the scheduled public hearing to the North Country Council and to each Town likely to be affected, with each governmental entity to be considered an abutter.

Peter Klose made a motion, seconded by Dennis Sullivan, to adopt Amendment #1 pending Public Hearing. Motion unanimously carried.

The Board reviewed the Site Plan and Subdivision application form and fee structure. It was noted that a draft will be submitted next meeting for review.

Zoning Ordinance Amendments

The Board reviewed SB146 relative to accessory dwelling units and noted that Eaton's Zoning Ordinance will require an amendment regarding the permissible square footage. It was also noted that the Board will review the definitions of structure and accessory structures for possible updates.

Thaire Bryant made a motion, seconded by Dennis Sullivan, to adjourn the meeting. Motion unanimously carried. The meeting was adjourned at 9:57 pm.

Respectfully submitted,

Lianne Boelzner

Lianne Boelzner

**TOWN OF EATON
PLANNING BOARD
August 10, 2016**

The Planning Board held their regular meeting on Wednesday, August 10, 2016. Present were: Acting Chairman Thaire Bryant, Frank Holmes, Brian Hebert, Peter Dow, Selectmen's Representative Ed Reilly and Alternate Peter Klose. The meeting was called to order at 7 pm by Thaire Bryant. Thaire Bryant appointed Alternate Peter Klose to act as a regular member.

Public Hearing – Subdivision
Marla Browning

At 7:01 Thaire Bryant reconvened the Public Hearing on an application from Marla Browning for a Subdivision of property located at 368 Stewart Road (Map R09 Lot 13).

Thaire Bryant read a letter from the applicant withdrawing her application without prejudice. ***Frank Holmes made a motion, seconded by Brian Hebert, to accept the withdrawal without prejudice. Motion unanimously carried.***

Review of Minutes

The Board reviewed the Minutes of July 13, 2016. ***Frank Holmes made a motion, seconded by Brian Hebert, to accept the Minutes as written. Motion unanimously carried.***

Energy Efficiency & Renewable Energy for Planning Boards

Theresa Swanick of the MWV Citizens Energy Team gave a presentation on energy efficiency and renewable energy. It was noted that further information can be obtained from the Southern NH Planning Commission and NH Office of Energy and Planning websites.

Selectmen's Report

Ed Reilly gave an overview of the legislative bulletins and noted that the Planning Board should receive copies as some of the proposed changes are relevant to land use regulations.

Ed Reilly gave an update on the Roberts Road bridge project and submitted copies of Town & City magazine articles addressing accessory dwelling units and the Right-To-Know law.

Conservation Commission Report

Peter Klose gave an update on the Foss Mountain trail and noted that Jed from Off The Beaten Path will be cutting more steps into the ledge to make it easier to climb. Peter Klose noted that Green Mountain Conservation Group will be hosting a fund raising event on August 27th.

Administrative

It was the consensus of the Board to change September's meeting to Wednesday, September 21st, due to vacation schedules.

Peter Klose stated that he would like the Board to further discuss security at Town Hall. Ed Reilly noted that he will discuss the issue with the Selectmen.

Subdivision/Site Plan Regulations

The Board reviewed a revised application and fee schedule for Subdivision and Site Plan applications. It was noted that for next meeting, an updated Notice of Voluntary Merger will be submitted for review. The Board discussed Earth Excavation and noted that the language within the Current Use Booklet should be reviewed.

The Board reviewed proposed language relative to as-built plans and it was the consensus that as-built plans should be required for both Subdivision and Site Plan applications.

Peter Klose made a motion, seconded by Frank Holmes, to adjourn the Meeting. Motion unanimously carried. The meeting was adjourned at 8:26 pm.

Respectfully submitted,

Lianne Boelzner

Lianne Boelzner

**TOWN OF EATON
PLANNING BOARD
September 21, 2016**

The Planning Board held their regular meeting on Wednesday, September 21, 2016. Present were: Chairman Paul Savchick, Dennis Sullivan, Brian Hebert, Peter Dow and Selectmen's Representative Ed Reilly. The meeting was called to order at 7:04 pm.

Review of Minutes

The Board reviewed the Minutes of August 10, 2016. ***Ed Reilly made a motion, seconded by Peter Dow, to accept the Minutes as written. Motion unanimously carried.***

Selectmen's Report

Ed Reilly explained that the Selectmen met at the South Eaton Meeting House and gave an overview of the drainage issues and possible solutions. Ed Reilly noted that the Selectmen also conducted a site visit at Camp Waukeela.

Conservation Commission Report

Paul Savchick gave an update on the Conservation Commission and on-going projects. Paul Savchick gave an overview of the blueberry harvest on Foss Mountain.

**Public Hearing – Boundary Line Adjustment
Peter & Joyce Blue and Adam Nelson**

At 7:15 pm, Chairman Savchick opened the Public Hearing on an application from Peter & Joyce Blue and Adam Nelson for a Boundary Line Adjustment of properties located on Eaton Road (R03 Lots 25 & 26).

All notices had been posted, all fees paid and abutters notified. No correspondence was received. ***Dennis Sullivan made a motion, seconded by Ed Reilly, to accept the plan for consideration. Motion unanimously carried.***

Dave Douglas gave an overview of the proposed plan and noted that the Blues are giving land to Adam Nelson to enlarge the existing lot.

Chairman Savchick opened the Public Hearing for public comment. There being none, Chairman Savchick closed the Public Hearing at 7:17 pm. ***Dennis Sullivan made a motion, seconded by Ed Reilly, to approve the Boundary Line Adjustment as presented. Motion unanimously carried.***

Public Hearing – Boundary Line Adjustment
Robert & Deborah Dickey

At 7:20 pm, Chairman Savchick opened the Public Hearing on an application from Robert & Deborah Dickey for a Boundary Line Adjustment of properties located on Potter Road (Map R01 Lots 5 & 6).

All notices had been posted, all fees paid and abutters notified. No correspondence was received. ***Dennis Sullivan made a motion, seconded by Ed Reilly, to accept the plan for consideration. Motion unanimously carried.***

Dave Douglas gave an overview of the proposed plan and noted that the Dickey lot has no frontage on Potter Road. Dave Douglas explained that the deed gives Dickey a 66-foot easement that passed to a fee simple ownership on August 28, 2003. Chairman Savchick noted that when the deed was written, Boundary Line Adjustments were not overseen by the Planning Board. Brian Hebert questioned whether the right of way has been utilized. Dave Douglas noted that it has not and indicated that there is a conservation easement and deed restrictions on the Dickey property.

Chairman Savchick opened the Public Hearing for public comment. Gulrez Arshad stated that when they purchased their lot, the deed stated that the right-of-way expired in 2003 if not executed and noted that he is opposed to giving up the land. Gulrez Arshad requested a postponement of the hearing until he can get legal counsel. Roberta Jordan questioned whether there would be an issue with obtaining a driveway permit due to the number of driveways within a small area. Chairman Savchick noted that the driveway entrance is actually in Conway.

Chairman Savchick explained that current deeds refer to the right of way as described in prior deeds, which is the key language for the fee simple ownership. Gulrez Arshad questioned whether he would be able to have input as to how the driveway and utilities are installed. Chairman Savchick stated that that issue is beyond the Planning Board's jurisdiction.

Chairman Savchick explained that legal counsel has advised that the application must be signed by both parties involved in the Boundary Line Adjustment or that a legal agreement be submitted for the record. Gulrez Arshad stated that he would agree to the Boundary Line Adjustment but wants input into the construction of the driveway.

There being no further discussion, Chairman Savchick closed the Public Hearing at 7:53 pm. ***Ed Reilly made a motion, seconded by Peter Dow, to approve the Boundary Line Adjustment as presented conditional upon submission of an application signed by the Dickeys and a legal representative of the Potter Point Trust. Motion unanimously carried.***

Other Business

Johanna McBrien gave an overview of their property and noted that there is an 1892 Class 6 road that loggers are now utilizing for a timber harvest on abutting property.

Johanna McBrien noted that a survey will be conducted of the property. Chairman Savchick explained how to proceed with the survey.

Peter Dow made a motion, seconded by Dennis Sullivan, to adjourn the Meeting. Motion unanimously carried. The meeting was adjourned at 8:40 pm.

Respectfully submitted,

Lianne Boelzner

Lianne Boelzner

**TOWN OF EATON
PLANNING BOARD
October 12, 2016**

The Planning Board held their regular meeting on Wednesday, October 12, 2016 at the Eaton Town Hall. Present were: Chairman Paul Savchick, Dennis Sullivan, Brian Hebert, Peter Dow, Frank Holmes, Selectmen's Representative Ed Reilly and Alternate Peter Klose. The meeting was called to order at 7 pm.

Chairman Savchick appointed Alternate Peter Klose to act as a regular member.

Review of Minutes

The Board reviewed the Minutes of September 21, 2016. ***Peter Klose made a motion, seconded by Brian Hebert, to accept the Minutes as written. Motion unanimously carried.***

Selectmen's Report

Ed Reilly gave an update on Camp Waukeela and noted that they will be submitting a Building Permit application for the life guard chair. Ed Reilly noted that Steve Larson met with the Board to discuss some issues with the conditions for a Special Exception to expand a non-conforming structure.

Conservation Commission Report

Paul Savchick gave an update on the Conservation Commission and on-going projects. Paul Savchick explained that the running planks on the Willis Bean Road bridges needs to be replaced and that the Commission will be addressing ways to cover costs of potential further damages by the loggers.

Public Hearing – Site Plan Review

190 Snowville – Whit Whitman, Matthew Burke, Susan Wiley, James Thompson & Michelle Clark

At 7:15 pm, Chairman Savchick opened the Public Hearing on an application from “190 Snowville” for Site Plan Review of property located at 190 Brownfield Road (U02-019).

All notices had been posted and all fees paid. Chairman Savchick explained that the application is not complete as it requires complete plans per the Site Plan Regulations. Chairman Savchick stated that based on the narrative submitted by the applicants, it is a change of use from residential to commercial, which requires NHDES Subsurface review for the septic system and NHDOT review for the driveway entrance. Chairman

Savchick noted that all abutters have not been notified and questioned whether the abutting lot will be used for this endeavor. Whit Whitman noted that they are unsure and that it may be used for parking. Chairman Savchick noted that additional abutters will have to be notified.

Chairman Savchick explained that the proposal includes weddings of up to 100 people, which will require NHDES review of the septic system. Whit Whitman noted that it would be 2 to 4 weddings per year maximum. Chairman Savchick explained that parking and storm water runoff will need to be addressed, which will require a topo plan. Whit Whitman noted that the property will have a two-bedroom dwelling and questioned if one of the owners lived in the unit whether it would then become a home business.

Chairman Savchick suggested continuing the application for one month while the applicants gather the required information. Chairman Savchick noted that if the continuance goes beyond 3 months, all abutters will have to be renotified at the applicant's expense. ***Dennis Sullivan made a motion, seconded by Ed Reilly, to continue this application until 7:15 pm on November 9th. Motion unanimously carried.***

Public Hearing – Boundary Line Adjustment **Yvonne Hoyt & Purity Spring Resort**

At 7:35 pm, Chairman Savchick opened the Public Hearing on an application from Yvonne Hoyt and Purity Spring Report for a Boundary Line Adjustment of properties located on Eaton Road (R06-04 and 05).

Peter Dow recused himself as he has a conflict of interest in this application. All notices had been posted, all fees paid and abutters notified. No correspondence was received. ***Dennis Sullivan made a motion, seconded by Peter Klose, to accept the plan for consideration. Motion unanimously carried.***

Chairman Savchick stated that the Board is aware that there is a potential boundary dispute and explained that the Board cannot be involved in a civil issue and suggested that the application be continued until such time as the boundary dispute has been resolved. Bob Tafuto stated that the barn and pasture has never been in dispute and indicated that a boundary plan has recently been recorded at the Registry. Chairman Savchick stated that the Planning Board cannot knowingly act on an application where the boundaries are contested.

Paul Savchick opened the Public Hearing for public comment. Yvonne Hoyt stated that she was given permission by Purity Spring Resort 30 years ago to use the land and noted that she pays taxes on the building. Bob Tafuto gave an overview of the proposal and noted that the plan is to add that land to Yvonne Hoyt's property.

Claudia Provencher questioned what information was presented to the Board to make a decision not to act on the application. Chairman Savchick stated that it is public knowledge that there is a civil issue regarding the boundaries of that property. Loralie Girard of Thorne Survey stated that she has been contacted by the Dows to research the issue.

There being no further comment, Chairman Savchick closed the Public Hearing at 7:50 pm. ***Peter Klose made a motion, seconded by Ed Reilly, to continue this application until November 9th. Motion unanimously carried.***

Subdivision/Site Plan Regulation/Zoning Ordinance Updates

The Board reviewed the proposed updates to the Subdivision and Site Plan Regulations, new application form and fee structure.

Ed Reilly gave an overview of the issue brought forth by the Zoning Board regarding the conditions for a Special Exception when enlarging a non-conforming structure.

Frank Holmes made a motion, seconded by Brian Hebert, to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 9:51 pm.

Respectfully submitted,

Lianne Boelzner

Lianne Boelzner

**TOWN OF EATON
PLANNING BOARD
November 9, 2016**

The Planning Board held their regular meeting on Wednesday, November 9, 2016 at the Eaton Town Hall. Present were: Chairman Paul Savchick, Dennis Sullivan, Brian Hebert, Frank Holmes, Thaire Bryant and Selectmen's Representative Ed Reilly. The meeting was called to order at 7 pm.

Review of Minutes

The Board reviewed the Minutes of October 12, 2016. ***Thaire Bryant made a motion, seconded by Ed Reilly, to accept the Minutes as amended. Motion unanimously carried.***

Selectmen's Report

Ed Reilly explained that the Selectmen and Zoning Board have asked the Planning Board to review the conditions for a Special Exception to expand a non-conforming structure. Dennis Sullivan noted that it may be the ideal time to address possible septic issues. Paul Savchick explained that the State requires an update to a septic system with any significant upgrade or expansion of use. Thaire Bryant suggested adding verbiage to indicate that if the change or expansion is such that it increases the impact on a septic system, it will need to be inspected.

Ed Reilly explained that the Town has received a Wetlands Permit application for the work that NH Department of Transportation will be performing at Cascade Brook on Route 153.

Public Hearing – Site Plan Review

190 Snowville – Whit Whitman, Matthew Burke, Susan Wiley, James Thompson & Michelle Clark

At 7:15 pm, Chairman Savchick re-opened the Public Hearing on an application from "190 Snowville" for Site Plan Review of property located at 190 Brownfield Road (U02-019).

Dana Cunningham questioned whether she can speak regarding this application. It was the general consensus of the Board that because the applicants are not present, no public comments will be heard. Chairman Savchick explained that all abutters will be noticed once additional information is received that the hearing will take place.

Ed Reilly made a motion, seconded by Thaire Bryant, to continue this application until 7:15 pm on December 14th. Motion unanimously carried.

Public Hearing – Boundary Line Adjustment
Yvonne Hoyt & Purity Spring Resort

At 7:37 pm, Chairman Savchick re-opened the Public Hearing on an application from Yvonne Hoyt and Purity Spring Report for a Boundary Line Adjustment of properties located on Eaton Road (R06-04 and 05).

Ed Reilly made a motion, seconded by Dennis Sullivan, to continue this application until 7:15 pm on December 14th. Motion unanimously carried.

Administrative

The Board discussed the issue of issuing Building Permits when a property is under Site Plan Review. It was the consensus of the Board that no permits should be issued when a property owner has applied for Site Plan Review.

Subdivision/Site Plan Regulation/Zoning Ordinance Updates

The Board reviewed the proposed updates to the Subdivision and Site Plan Regulations and new Notice of Voluntary Merger.

Frank Holmes made a motion, seconded by Brian Hebert, to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 9:23 pm.

Respectfully submitted,

Lianne Boelzner

Lianne Boelzner

**TOWN OF EATON
PLANNING BOARD
December 14, 2016**

The Planning Board held their regular meeting on Wednesday, December 14, 2016 at the Eaton Town Hall. Present were: Chairman Paul Savchick, Dennis Sullivan, Brian Hebert, Peter Dow, Alternate Peter Klose and Selectmen's Representative Ed Reilly. The meeting was called to order at 7:03 pm. Chairman Savchick appointed Alternate Peter Klose to act as a regular member for this meeting.

Review of Minutes

The Board reviewed the Minutes of November 9, 2016. ***Dennis Sullivan made a motion, seconded by Ed Reilly, to accept the Minutes as written. Motion unanimously carried.***

Selectmen's Report

Ed Reilly gave an overview of the request made to access Peddlers End with a track vehicle. Paul Savchick noted that the Conservation Commission discussed the request and noted that Selectman Young had suggested that the vehicle should be registered as a tractor which would exempt it from the ATV prohibition and permit its use on the Class 6 Willis Bean Road.

Conservation Commission Report

Paul Savchick gave an update on the Conservation Commission and noted that renovations for new Green Mountain Conservation Group headquarters had been completed. Paul Savchick commented that the Commission had briefly discussed goat-scaping as a means of keeping the grass and brush trimmed back on Foss Mountain.

Public Hearing – Boundary Line Adjustment

Yvonne Hoyt & Purity Spring Resort

At 7:31 pm, Chairman Savchick re-opened the Public Hearing on an application from Yvonne Hoyt and Purity Spring Report for a Boundary Line Adjustment of properties located on Eaton Road (R06-04 and 05).

Ed Reilly made a motion, seconded by Peter Klose, to continue this application until 7:00 pm on January 11, 2017. Motion unanimously carried.

Public Hearing – Site Plan Review

190 Snowville – Whit Whitman, Matthew Burke, Susan Wiley, James Thompson & Michelle Clark

At 7:35 pm, Chairman Savchick re-opened the Public Hearing on an application from “190 Snowville” for Site Plan Review of property located at 190 Brownfield Road (U02-019).

Chairman Savchick explained that the applicants were informed at the initial meeting that if the application was not complete within three months, that continued consideration of the project would require submittal of a newly completed application with public notices and notification of abutters required at the applicant’s expense. The original application fee would be credited to the applicants.

Dennis Sullivan made a motion, seconded by Brian Hebert, to close this application until a complete application has been received and abutters notified. Motion unanimously carried.

Subdivision/Site Plan Regulation/Zoning Ordinance Updates

The Board continued their review of the Subdivision Regulations for updates and clarifications.

The Board reviewed the proposed amendments to the Zoning Ordinance and scheduled the Public Hearing for 7 pm on January 11, 2017.

Dennis Sullivan made a motion, seconded by Peter Dow, to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 9:15 pm.

Respectfully submitted,

Lianne Boelzner

Lianne Boelzner