

**TOWN OF EATON
PLANNING BOARD
January 11, 2017**

The Planning Board held their regular meeting on Wednesday, January 11, 2017 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 7:03 pm.

Review of Minutes

The Board reviewed the Minutes of December 14, 2016. ***Ed Reilly made a motion, seconded by Brian Hebert, to accept the Minutes as written. Motion unanimously carried.***

Selectmen's Report

Ed Reilly gave an overview of the building permit issued to 190 Snowville and explained that the Selectmen did not feel a permit could be denied as the Site Plan application had been closed by the Planning Board.

Ed Reilly noted that the Roberts Road bridge project is now complete and that the Selectmen will begin working on the Potter Road bridge.

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

At 8:00 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). ***Thaire Bryant made a motion, seconded by Dennis Sullivan, to continue this application until 7 pm on February 8, 2017. Motion unanimously carried.***

Public Hearing – Proposed Zoning Ordinance Amendments

At 8:04 pm, Chairman Savchick opened the Public Hearing on proposed Amendments to the Zoning Ordinance.

There being no public present, Chairman Savchick closed the Public Hearing. After review of Amendment #1 and #2, the Board revised the proposed language to: There is no significant change or expansion of use of the structure or the applicant has submitted either a new septic system design or a report of septic system inspection by a State of NH Permitted Designer showing that the system is adequate to meet the change or expansion of use.

Frank Holmes made a motion, seconded by Ed Reilly, to forward the Zoning Ordinance Amendments to the Town Clerk for official record and to be placed on the ballot at Town Meeting. Motion unanimously carried.

Administration

Chairman Savchick explained that Ken Dean has submitted final plans for approval and signature. It was noted that all conditions have been met with the exception of the road maintenance agreement, which will be submitted by Ken Dean. **Frank Holmes made a motion, seconded by Brian Hebert, to authorize signature of the plans out of session as soon as the final condition of approval has been met. Motion unanimously carried.**

Thaire Bryant made a motion, seconded by Ed Reilly, to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 8:24 pm.

Respectfully submitted,

Lianne Boelzner

Lianne Boelzner

**TOWN OF EATON
PLANNING BOARD
February 8, 2017**

The Planning Board held their regular meeting on Wednesday, February 8, 2017 at the Eaton Town Hall. Present were: Chairman Paul Savchick, Peter Dow, Dennis Sullivan, Brian Hebert, Thaire Bryant, Selectmen's Representative Ed Reilly and Alternate Peter Klose. The meeting was called to order at 7:00 pm. Chairman Savchick appointed Peter Klose to act as regular member.

Review of Minutes

The Board reviewed the Minutes of January 11, 2017. ***Thaire Bryant made a motion, seconded by Dennis Sullivan, to accept the Minutes as written. Motion unanimously carried.***

Selectmen's Report

Ed Reilly explained that the Selectmen have been focused on preparing the 2017 budget and Warrant for the Budget Hearing on Thursday, February 9th.

Administration

Chairman Savchick explained that the last condition to be met for final approval of the Dean subdivision is the road maintenance guarantee. The Board reviewed a proposed letter from the Cove Road Association. Chairman Savchick recommended requiring a stronger commitment to the maintenance. Ed Reilly questioned whether the road maintenance is required as part of the subdivided properties. Chairman Savchick noted that the deed contains language pertaining to the road maintenance. It was noted that the Association President is investigating the Association By-Laws and will report back to the Planning Board. It was the consensus of the Board to require a stronger commitment from the Cove Road Association to maintain the road.

**Public Hearing – Boundary Line Adjustment
Peter & Marylou Dow and Purity Spring Resort**

At 7:15 pm, Chairman Savchick opened the Public Hearing on an application from Peter & Marylou Dow and Purity Spring Resort for a Boundary Line Adjustment of properties located on Eaton Road, Route 153, (R05-028 & R06-004).

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. ***Ed Reilly made a motion, seconded by Brian Hebert, to accept the plan for consideration. Motion unanimously carried.***

Loralie Gerard of Thorne Surveys submitted an updated plan and gave an overview of the properties. Ms. Gerard explained that granite bounds were located on the Littlefield Farm property and that there is a meandering stone wall with the line of occupation being the intended boundary. Ms. Gerard noted that the boundary is now monumented.

Chairman Savchick opened the Public Hearing for public comment. Yvonne Hoyt stated that the boundaries have been confirmed. Chairman Savchick closed the Public Hearing at 7:27 pm. ***Peter Klose made a motion, seconded by Thaire Bryant, to approve the Boundary Line Adjustment as presented. Motion unanimously carried.***

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

At 7:29 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, Route 153, (R06-04 and 05).

Bob Tafuto of Ammonoosuc Survey submitted updated plans and gave an overview of the changes. Chairman Savchick opened the Public Hearing for public comment. There being none, Chairman Savchick closed the Public Hearing at 7:33 pm. ***Peter Klose made a motion, seconded by Thaire Bryant, to approve the Boundary Line Adjustment as presented. Motion unanimously carried.***

Preliminary Review – 190 Snowville

Loralie Gerard of Thorne Surveys gave an overview of the proposed Site Plan for 190 Brownfield Road and noted that the plan is for a multi-purpose event center and residential rental unit and that the barn will be used for personal storage. Ms. Gerard explained that the existing septic system will support the rental unit and that a new system will be designed for the event center. Ms. Gerard noted that the owners are discussing an Air B&B, which will require approval from the Zoning Board of Adjustment. Ms. Gerard explained that the event center would be in operation 7 days per week, 6 am to 9 pm, and that maximum occupancy would be 25 people.

Thaire Bryant noted that the plan only shows 6 parking spaces. Loralie Gerard noted that the spaces have been calculated according the regulations and that there would be parking on the lawn area. Brian Hebert noted that there is no barrier to the road. Dennis Sullivan questioned the bathroom facilities for the event center. Loralie Gerard noted that floor plans will be submitted with the formal Site Plan Review application.

Paul Savchick questioned the rental unit and intent of the owners and explained that anything other than long-term residential rental would be categorized as transient housing. Loralie Gerard noted that the type of rental has not been finalized.

Paul Savchick questioned the type of events to be housed in this facility. James Thompson stated that it could be yoga, wellness classes, exercise, cooking classes and noted that it basically would be a wellness center. Paul Savchick questioned whether all events would be held inside. Loralie Gerard stated that noise levels will be addressed and questioned required quiet hours.

Brian Hebert questioned the lights on the building and headlights of vehicles and noted that it might be an issue. Loralie Gerard noted that the building lights will shine down and indicated that there are street lights in that area.

Paul Savchick questioned whether there is a business plan. Loralie Gerard stated that this facility is slated to be used for workshops and classes. Ed Reilly requested that the business plan be submitted with the application for review by the Board. Peter Klose questioned whether all activities would be held inside. Loralie Gerard stated that a residential use would be permitted in the yard and expressed her concern that the Board would require only inside events. Paul Savchick noted that submitting a listing of the owners' areas of expertise would give the Planning Board an idea of what types of events would be occurring at the facility.

Dana Cunningham questioned the parking lot and stated that she would appreciate some type of barrier to shield the headlights. Loralie Gerard noted that perhaps a vegetation screen could be placed in that area. Loralie Gerard questioned whether the parking area could be built in phases. Chairman Savchick explained that the plan is required to show the entire parking area but that it could be built in phases. Heather McKendry noted that lights that shine down are still bright and questioned the hours the outside lights would be used. Holly Fortin expressed concern regarding an Air B&B because of the transient population.

Thaire Bryant made a motion, seconded by Brian Hebert, to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 9:08 pm.

Respectfully submitted,

Lianne Boelzner

Lianne Boelzner

**TOWN OF EATON
PLANNING BOARD
March 8, 2017**

The Planning Board held their regular meeting on Wednesday, March 8, 2017 at the Eaton Town Hall. Present were: Chairman Paul Savchick, Dennis Sullivan, Brian Hebert, Selectmen's Representative Ed Reilly and Alternate Peter Klose. The meeting was called to order at 7:05 pm. Chairman Savchick appointed Peter Klose to act as regular member.

Review of Minutes

The Board reviewed the Minutes of February 8, 2017. ***Peter Klose made a motion, seconded by Brian Hebert, to accept the Minutes as written. Motion unanimously carried.***

Selectmen's Report

Ed Reilly explained that the Selectmen have met with Sheriff Richardi to discuss the petitioned Warrant Article for police coverage. Ed Reilly noted that the Selectmen have appointed Randy Cooper as Eaton's representative for the MWV Economic Council.

Ed Reilly stated that Ken Dean met with the Selectmen regarding the road maintenance issue for his subdivision. It was explained to Ken Dean that the new property owners must be made aware that the Town will not take over the maintenance of the road. Chairman Savchick questioned whether it would suffice to insert the provisions of the road maintenance in the deeds and Ed Reilly indicated that it would resolve all issues.

Administration

The Board reviewed and updated the listing of topics to be addressed and regulations to be updated in the coming year.

Brian Hebert made a motion, seconded by Ed Reilly, to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 7:51 pm.

Respectfully submitted,

Lianne Boelzner

Lianne Boelzner

**TOWN OF EATON
PLANNING BOARD
April 12, 2017**

The Planning Board held their regular meeting on Wednesday, April 12, 2017 at the Eaton Town Hall. Present were: Chairman Paul Savchick, Dennis Sullivan, Brian Hebert, Thaire Bryant, Frank Holmes, Selectmen's Representative Ed Reilly and Alternate Peter Klose. The meeting was called to order at 6:55 pm. Chairman Savchick appointed Peter Klose to act as regular member.

Review of Minutes

The Board reviewed the Minutes of March 8, 2017. ***Frank Holmes 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 Selectman's issues and noted that the Board is working on a Drug & Alcohol Policy for employees and volunteers.

Conservation Commission Report

Paul Savchick stated that David Sorensen is now the Selectmen's Representative on the Commission and that the last meeting was spent reviewing the prior year's agenda items.

Administration

Paul Savchick explained that he has signed the Boundary Line Adjustment plans for Hoyt and Purity Spring Resort but that the Dow and Purity Spring Resort Boundary Line Adjustment plan has not yet been submitted.

Public Hearing – Site Plan Review

190 Snowville (Burke, Thompson, Wiley, Whitman & 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).

Chairman Savchick explained the procedure for the hearing. All notices have been posted, all fees paid and abutters notified. ***Dennis Sullivan made a motion, seconded by Thaire Bryant, to accept the plan for consideration. Motion unanimously carried.***

Loralie Gerard of Thorne Surveys gave an overview of the project and review of the site plan noting that berms will be utilized to minimize the headlights from the parking area. Loralie Gerard explained that the house will remain as a two-bedroom rental, the barn will be for storage and the remainder of the building will house a yoga and wellness center. Ms. Gerard stated that there is a commercial kitchen for classes and potentially for food preparation for delivery off-site. Ms. Gerard explained that the parking area is not required to be paved so it may not be noticeable. Ms. Gerard stated that the large spruce tree is designated to be removed and that the proposed sign adheres to the Zoning Ordinance requirements. Ms. Gerard indicated that there may be 4 to 6 retreats per year with a maximum of 16 participants including staff.

Chairman Savchick opened the Public Hearing for comments. Holly Fortin questioned the difference between the retreat and classes. Loralie Gerard explained that classes will be held during the day and that the retreat would be two to three days and that there would be no overnight accommodations at the facility. Holly Fortin stated that her initial concerns were addressed and expressed her appreciation for being heard. Dana Cunningham questioned whether there are any additional plans for the property. Loralie Gerard explained that there is concern that once Site Plan approval is obtained that the use will be expanded and noted that any additional uses to the property would require additional Planning Board approval.

Dana Cunningham read a statement and indicated that there are no adversarial feelings but that her concern is to preserve Eaton and Snowville. Dana Cunningham stated that she likes the quiet and is afraid the parking area would cause them to lose something precious that cannot be taken back. Dana Cunningham expressed concern about what will happen to this property in the future and questioned whether the parking area could be moved further back so that it cannot be seen.

John Hartman expressed his concern about additional traffic that any commercial entity will generate and noted that the berm could be dangerous for visibility. Loralie Gerard stated that a driveway permit application has been submitted to NHDOT and that the trees and berm meet their criteria.

Tom Costello questioned the lighting in the parking area. Loralie Gerard explained that the lights will be on the building and that there is a street light at the entrance. Sandy Thoms questioned whether the owners are responsible for providing adequate lighting. Loralie Gerard stated that the abutters do not want too much light and that there will be three lights on the building.

Peter Blue questioned whether the potential second exit has been resolved. Loralie Gerard stated that she does not believe it will be required but that NHDOT has not yet processed the application. Peter Blue questioned whether the Site Plan will change if NHDOT requires the second curb cut. Loralie Gerard stated that the Planning Board would have to review and approve an updated Site Plan if the curb cut is required.

Barbara Holmes questioned why a commercial kitchen is being installed if there are no overnight guests. Michelle Clark explained that for health safety purposes, the commercial kitchen is required for food preparation. Sandy Thoms questioned whether

a liquor license will be obtained. Loralie Gerard stated that a license will be obtained as wine tasting classes will be offered.

Tom Costello questioned the Zoning District of this property. Paul Savchick explained that it is within the Village District and that Eaton's regulations permit this type of business within the District and read the applicable section of the Zoning Ordinance. Tom Costello noted that if this application is not approved and is taken to court, it could cost the Town a lot of money. Dana Cunningham noted that the Village District is zoned for this type of use but the feelings of the Town is part of the process. Paul Savchick explained that it the job of the Planning Board to listen to all public comment and administer the regulations adopted by the Town. Trish Larsen questioned whether there are any historic sections of Town. Paul Savchick explained that the Planning Board suggested labeling Snowville as a Historic District but the residents were not in favor of that designation.

John Hartman questioned whether there would be bicycle or foot traffic to the beach. Loralie Gerard stated that there are no plans and that any type of proposal for sidewalks would have to be approved by NHDOT. Roy Alley stated that there is no gate or chain at the beach and expressed his concerns regarding the extra use of the beach. Paul Savchick noted that the Planning Board cannot address that issue.

David Sorensen questioned whether Stewart Road could be used for access if there are traffic concerns on Brownfield Road and asked about the proposed septic system. Loralie Gerard explained that initial public comments indicated that abutters wanted the property to remain in its original state, which is why the owners did not pursue a curb cut onto Stewart Road. Loralie Gerard gave an overview of the proposed septic system which is designed for under the parking area.

Candace Maher questioned whether the retreats would be longer than two to three days. Jim Thompson noted that they could be up to five days. Candace Maher questioned whether the people attending the retreats would stay at the local inns and if this property is slated to become an Air BnB. Loralie Gerard stated that it will be the responsibility of the attendees to secure accommodations and that transient housing is not part of this application. Candace Maher questioned the proposed food preparation and whether local people would be hired. Loralie Gerard stated that food prepared on the property could be taken off site to be consumed and that it would not generate any additional traffic and further noted that the applicants will be running the business.

Joyce Blue questioned the tree in front of the house and indicated that it is dangerous. Loralie Gerard stated that the tree is not slated to be removed as it is not part of the changes on the property. Nora Keith questioned the dumpster and garbage trucks. Loralie Gerard stated that an area for a dumpster has been sited but no contract has been put together for trash removal.

Larry Nash expressed his concern regarding increased traffic on Brownfield Road with no plans to upgrade the road. Linda Sorensen stated that she likes the concept but wishes it were not in this neighborhood. Barbara Holmes stated that she does not see

this as a viable business and asked about future plans if it does not work. Loralie Gerard stated that because the character of the property is being maintained, it could revert back to a residence. John Hartman questioned whether a business plan is required as it would answer a lot of questions. Loralie Gerard stated that a business plan is not required and that the narrative sets forth the proposal for this application. Dana Cunningham stated that this proposal is in a neighborhood that allows this use but it will change things.

Joyce Blue stated that Snowville has gone through many changes over the years including a saw mill and Town garage. Joyce Blue expressed her support of this endeavor and stated that she believes this will turn out well and that the residents will adjust to the change.

Paul Savchick stated that nine letters have been received by the Planning Board and will be part of the record. Loralie Gerard requested that the letters be read for the record. Paul Savchick read two of the letters.

Nella Thompson stated that her concerns is the increased traffic and property values. Chris Kennedy stated that he is not opposed to the application as he has heard nothing in the proposal that is unreasonable. Trish Larson stated that the Zoning Ordinance needs to be reviewed because of these concerns.

Heather McKendry stated that she likes the plan but wishes it were not in the Village of Snowville as it will change the nature of the Village with increased traffic and noise. Alice Williams stated that an example of what change will do is the increase in traffic due to the upgrade to the Foss Mountain trails and parking area.

Dennis Sullivan asked if the retreat attendees will be inside or out around Town. Loralie Gerard stated that with 2.3 acres, outside activities will occur. Roy Alley stated that this should be voted on by the Town and not just 6 people on a Board.

Paul Savchick closed the Public Hearing at 8:45 pm.

Thaire Bryant questioned the soil types and storm water drainage. Loralie Gerard stated that the property is basically flat so the Site Plan does not show contours. Paul Savchick stated that a drainage plan is required and that NHDOT will most likely address drainage as it pertains to Brownfield Road. Loralie Gerard noted that there is a catch basin in that area. Paul Savchick explained that a separate drainage plan will be required and that due to the wetlands on the back of the property, a more definitive answer to the soil types will be required. Paul Savchick stated that soil types, erosion, drainage calculations and topo plan will be required and that the applicants should consider moving the parking area out of sight.

Paul Savchick questioned the height of the berms and indicated that the applicants consider trees rather than a berm. Loralie Gerard stated that the berms have not yet been specified. Ed Reilly stated that an issue with the berms is line of sight when exiting the parking lot and that answers will be required before the Board moves forward. Ed Reilly explained that the requirements are in the Site Plan Review regulations and that

he has been asking for a business plan as he is not sure of what is happening on this site.

Paul Savchick questioned the septic system for the house. Loralie Gerard stated that she has a copy of the four-bedroom design and that it has been functioning for over 20 years. Paul Savchick stated that this will be a rental unit and the system must be evaluated to make sure it is adequate and functioning properly. Ed Reilly stated that one of the submission requirements pertains to the water supply of abutting properties. Loralie Gerard stated that the water supplies within 200 feet of the site have not yet been depicted on the plan.

Dennis Sullivan questioned whether the applicants have considered relocating the parking area onto the Stewart Road side of the property which would remove some of the concerns regarding traffic and lighting. Brian Hebert questioned if there are plans for the property if this proposal is not approved by the Planning Board. Whit Whitman stated that if it is not approved, they would consider creating multiple residential units and then selling the property.

Brian Hebert noted that people utilizing this property would not be eligible to utilize the beach. Ed Reilly stated that the issue could be brought to the Selectmen to discuss. Thaire Bryant stated that the Planning Board needs to balance the needs and wants of the community with the regulations as this type of application may become more common.

Paul Savchick stated that a site visit needs to be scheduled. Whit Whitman stated that they would like to continue working in the house. Ed Reilly stated that work already permitted can continue. The Board discussed the issue of a building permit and it was noted that a legal opinion will be obtained.

Thaire Bryant made a motion, seconded by Dennis Sullivan, to continue this application on May 10, 2017 at 7:15 pm. Motion unanimously carried.

Other Business

At 9:58 pm, Ed Reilly made a motion, seconded by Thaire Bryant, to enter non-public session under RSA 91-A:3 II(e) to discuss pending litigation. Motion carried by roll call vote (Paul Savchick-Yes, Dennis Sullivan-Yes, Brian Hebert-Yes, Thaire Bryant-Yes, Frank Holmes-Yes, Ed Reilly-Yes, Peter Klose-Yes).

The Board reconvened public session at 10:43 pm. ***Peter Klose made a motion, seconded by Thaire Bryant, to seal the Minutes indefinitely because it is determined that divulgence of this information likely would render a proposed action ineffective. Motion carried by roll call vote (Paul Savchick-Yes, Dennis Sullivan-Yes, Brian Hebert-Yes, Thaire Bryant-Yes, Frank Holmes-Yes, Ed Reilly-Yes, Peter Klose-Yes).***

Thaire Bryant made a motion, seconded by Ed Reilly, to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 10:46 pm.

Respectfully submitted,

Lianne Boelzner

Lianne Boelzner

**TOWN OF EATON
PLANNING BOARD
May 10, 2017**

The Planning Board held their regular meeting on Wednesday, May 10, 2017 at the Eaton Town Hall. Present were: Chairman Paul Savchick, Thaire Bryant, Brian Hebert, Selectmen's Representative Ed Reilly and Alternate Peter Klose. The meeting was called to order at 7:03 pm. Chairman Savchick appointed Peter Klose to act as a regular member.

Selectmen's Report

Ed Reilly gave an overview of the meeting with Senator Jeb Bradley and NHDOT staff regarding the speed limit on Route 153. Ed Reilly explained that NHDOT will be conducting a traffic study but that it appears the speed limit will be reduced.

Ed Reilly stated that the Carroll County Sheriff's Department has been patrolling Eaton and has submitted a report for the first month.

**Public Hearing – Site Plan Review
190 Snowville (Burke, Thompson, Wiley, Whitman & Clark)**

At 7:20 pm, Chairman Savchick reconvened the Public Hearing on an application from 190 Snowville for Site Plan Review of property located at 190 Brownfield Road (U02-19). This hearing was recessed on April 12, 2017.

Chairman Savchick read a letter from the applicants withdrawing their application. The Planning Board accepted the letter of withdrawal and Chairman Savchick closed the Public Hearing.

Administration

Paul Hennigan expressed his concerns regarding Air BnBs and noted that cars are parking on lawns and that the issue should be addressed for safety purposes. Brian Hebert stated that the issue of Air BnBs needs to be reviewed and addressed within the Eaton regulations.

The Board discussed the process of Site Plan Review and critiqued the 190 Snowville application process. Thaire Bryant suggested formulating a short information sheet outlining the regulation requirements. Peter Klose stated that the regulations are very clear. Ed Reilly noted that several people suggested changing the regulations as it relates to permitted uses in Snowville and noted that the Master Plan clearly states that

a country atmosphere is desired. Peter Klose stated that the regulations clearly set forth the permitted uses in each District. Chairman Savchick stated that the Board can listen to public input but that regulations guide the application.

The Board discussed the advertised cooking classes at the Griffin residence. It was noted that this is a home business which is subject to Site Plan Review and that the Selectmen will write a letter to the property owners.

The Board received copies of State Statute 155-E Local Regulation Excavations for review and discussion at the next meeting.

The Board discussed the definition of a structure and noted that further discussion will take place at the next meeting. Brian Hebert suggested the following: an assembly of materials following a designed plan at a fixed location.

Conservation Commission

Paul Savchick gave an overview of the Commission and noted that the focus is on the blueberry fields and forest management.

Other Business

At 8:58 pm, ***Peter Klose made a motion, seconded by Thaire Bryant, to enter non-public session under RSA 91-A:3 II(e) to discuss pending litigation. Motion carried by roll call vote: Paul Savchick-Yes, Thaire Bryant-Yes, Brian Hebert-Yes, Ed Reilly-Yes, Peter Klose-Yes.***

The Board reconvened public session at 9:08 pm. ***Thaire Bryant made a motion, seconded by Peter Klose, to seal the Minutes indefinitely because it is determined that divulgence of this information likely would render a proposed action ineffective. Motion carried by roll call vote: Paul Savchick-Yes, Thaire Bryant-Yes, Brian Hebert-Yes, Ed Reilly-Yes, Peter Klose-Yes.***

Peter Klose made a motion, seconded by Brian Hebert, to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 9:09 pm.

Respectfully submitted,

Lianne Boelzner

Lianne Boelzner

**TOWN OF EATON
PLANNING BOARD
June 14, 2017**

The Planning Board held their regular meeting on Wednesday, June 14, 2017 at the Eaton Town Hall. Present were: Chairman Paul Savchick, Thaire Bryant, Brian Hebert, Dennis Sullivan, Frank Holmes, Selectmen's Representative Ed Reilly and Alternate Peter Klose. The meeting was called to order at 7:00 pm. Chairman Savchick appointed Peter Klose to act as a regular member.

Wes Smith of Thorne Survey submitted preliminary plans for the private section of Crystal Lake Road and gave an overview of the upgrades. Chairman Savchick explained the procedures for granting a Building Permit on this private road as set forth in RSA 674:41. ***Dennis Sullivan made a motion, seconded by Frank Holmes, that after review of the plans and summary of the project the Planning Board approves the issuance of Building Permits by the Board of Selectmen after all conditions have been met. Motion unanimously carried.***

Wes Smith submitted a Notice of Voluntary Lot Merger for George Diller's properties. ***Frank Holmes made a motion, seconded by Peter Klose, to approve the merger conditional upon submission of a revised form and to authorize Chairman Savchick to sign the form out of session. Motion unanimously carried.***

Review of Minutes

The Board reviewed the Minutes of May 10, 2017. ***Peter Klose made a motion, seconded by Thaire Bryant, to accept the Minutes as amended. Motion unanimously carried.***

The Board reviewed the Non-Public Session Minutes of May 10, 2017. ***Brian Hebert made a motion, seconded by Thaire Bryant, to accept the Minutes as written. Motion unanimously carried.***

Selectmen's Report

Ed Reilly gave an update on the Carroll County Sheriff's Department activity and the NH Department of Transportation traffic study. Ed Reilly explained that the Eaton Selectmen requested that the Conway Selectmen look at the method of billing for the Recreation Program and that Conway is unwilling to change their methods. Ed Reilly indicated that the Roberts Road bridge is now complete and that the Selectmen will begin work on the Potter Road bridge.

Conservation Commission

Paul Savchick gave an overview of the Commission, Tin Mountain camps and possible wetlands violations. Paul Savchick explained that a local maple sugar company is interested in renting taps.

Regulations

The Board reviewed copies of the draft Subdivision Regulations for review and further amendment. The Board discussed the definition of an abutter and suggested adding any property up to 200 feet from the subject property. It was requested that the State subdivision regulations be reviewed to determine their requirements for an abutter. The Board also agreed to add a section documenting the revision dates.

The Board discussed the possibility of adopting the State Gravel Excavation Regulation. Chairman Savchick explained that the State encourages Towns to have their own regulations but that portions of the State's regulation are sometimes more detailed than necessary to repeat verbatim in Town regulations.

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

Respectfully submitted,

Lianne Boelzner

Lianne Boelzner

**TOWN OF EATON
PLANNING BOARD
July 12, 2017**

The Planning Board held their regular meeting on Wednesday, July 12, 2017 at the Eaton Town Hall. Present were: Chairman Paul Savchick, Brian Hebert, Dennis Sullivan, Selectmen's Representative Ed Reilly and Alternate Peter Klose. The meeting was called to order at 7:08 pm. Chairman Savchick appointed Peter Klose to act as a regular member.

Public Hearing – Site Plan Review
Wayne Bradbury

At 7:08 pm, Chairman Savchick opened the Public Hearing on an application from Wayne Bradbury for Site Plan Review of property located at 3 Ridge Road (U01-023).

Chairman Savchick explained the procedure for the hearing. All notices have been posted, all fees paid and abutters notified. ***Dennis Sullivan made a motion, seconded by Brian Hebert, to accept the plan for consideration. Motion unanimously carried.***

Wayne Bradbury explained that he wishes to convert his residence to a duplex and stated that the major issue seems to be the parking. Wayne Bradbury submitted pictures and stated that there is parking in front and the side of the building. Paul Savchick questioned the camper parked on the property as it is in violation of the Zoning Ordinance. Wayne Bradbury stated that the camper and trailer will both be removed from site.

Paul Savchick stated that the Selectmen are concerned about parking in front of the building as it is a hazard for snow plows during the winter. Wayne Bradbury stated that he parked there all winter and stated that he intends to put reground pavement in front of the building. Paul Savchick stated that the concern is snow removal. Wayne Bradbury stated that because of the configuration of the road and the stone bridge in that area, the plow will not hit the car and questioned whether approval could be given for one parking space parallel to the porch. Wayne Bradbury stated that he intends to keep parking in front of the building.

Paul Savchick opened the Hearing for public comment. There being none, the Public Hearing was closed at 7:24 pm.

The Board discussed the issue of parking in front of the building. Ed Reilly questioned whether the intent is to remove all grass in front of the building and replace with gravel. Wayne Bradbury stated that is the intent and stated that the run off will go to the open drain and indicated that there is also a catch basin across the street which takes care of

the Glines Hill run off. Paul Savchick stated that all slopes must be maintained away from the road as there is to be no run off from the property to the road.

Paul Savchick explained that the septic system was upgraded and that the leach field is located across the street on the Timberlake property. It was noted that the State approval will be reviewed for the maximum number of bedrooms.

Paul Savchick stated the once the grass is removed and replaced with hardscape, that grading must be such that it keeps the drainage from entering the roadway and that prior to any changes a Driveway Permit must be obtained from the Selectmen. Wayne Bradbury stated that it has always been a driveway until he let the grass grow in that area. Paul Savchick explained that the property is now under Site Plan Review and that the increased run off needs to be addressed. Wayne Bradbury stated that the parking in front should be grandfathered. Paul Savchick stated that the Planning Board will apply the current regulations to the property and that there is ample space on the site to provide for four vehicles.

Peter Klose made a motion, seconded by Brian Hebert, to approve the Site Plan to convert the residence to a duplex conditional upon 1. Confirmation of septic design approval for number of bedrooms; 2. Parking in front of the building on Ridge Road is restricted to one vehicle parallel to the road; and 3. Any regrading and/or resurfacing of the single parking spot in front of the house shall require a driveway permit from the Board of Selectmen. Motion unanimously carried.

Administration

Brian Hebert submitted his letter of resignation from the Board effective immediately. The Board accepted the resignation with regret.

Review of Minutes

The Board reviewed the Minutes of June 14, 2017. ***Ed Reilly made a motion, seconded by Dennis Sullivan, to accept the Minutes as amended. Motion unanimously carried.***

Selectmen's Report

Ed Reilly gave an update on the Carroll County Sheriff's Department activity and the drainage at the Roberts Road bridge.

Ed Reilly explained that the Selectmen reviewed the bids for a new heating system at the Town Garage and that it will be put back out to bid for a propane system. Peter Klose questioned whether the Selectmen will be considering a pellet burner. Ed Reilly stated that it was discussed briefly but that a propane system is the better solution.

Conservation Commission

Paul Savchick gave an overview of the Commission and noted that Kristy Foster is the new liaison for the Green Mountain Conservation Group. Paul Savchick explained that the Commission will be pursuing materials to fill in the holes in the blueberry field. Peter Klose stated that some of the holes are very large and that at least one field will be kept in top condition. Paul Savchick gave an update on the Foss Mountain trail and the sugar maple agreement.

Regulations

The Board discussed the definition of an abutter and requested adding 'property up to 200 feet from the subject property and any property abutting contiguous parcels' to the definition of an abutter in all Town regulations.

The Board received draft copies of the Site Plan Review Regulations for review and further amendment.

Paul Savchick submitted a handbook for designing local Earth Excavation Regulations. It was requested that a draft document be put together for next meeting.

Ed Reilly made a motion, seconded by Dennis Sullivan, to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 9:30 pm.

Respectfully submitted,

Lianne Boelzner

Lianne Boelzner

**TOWN OF EATON
PLANNING BOARD
August 9, 2017**

The Planning Board held their regular meeting on Wednesday, August 9, 2017 at the Eaton Town Hall. Present were: Chairman Paul Savchick, Thaire Bryant, Frank Holmes, Selectmen's Representative Ed Reilly and Alternate Peter Klose. The meeting was called to order at 7:01 pm. Chairman Savchick appointed Peter Klose to act as a regular member.

Review of Minutes

The Board reviewed the Minutes of July 12, 2017. ***Peter Klose made a motion, seconded by Ed Reilly, to accept the Minutes as amended. Motion unanimously carried.***

Selectmen's Report

Ed Reilly gave an update on the Carroll County Sheriff's Department activity and the meeting with Sheriff Richardi.

Regulations

Site Plan Review: The Board reviewed the Certificate of Occupancy process. The Board discussed how best to notify the Planning Board of Building Permits issued and requested that the listing be added to the agenda. Ed Reilly suggested a meeting of all Boards to discuss any possible issues or concerns. ***Ed Reilly made a motion, seconded by Thaire Bryant, to move the drafted Site Plan Review Regulations to Public Hearing. Motion unanimously carried.***

Voluntary Merger of Lots: The Board reviewed the updated application form and directions. ***Thaire Bryant made a motion, seconded by Peter Klose, to move the drafted Notice of Voluntary Merger to Public Hearing. Motion unanimously carried.***

Subdivision: The Board reviewed the draft Subdivision Regulations. It was noted that the definition of an abutter will be updated and that the amendment dates will be added. ***Frank Holmes made a motion, seconded by Thaire Bryant, to move the drafted Subdivision Regulations to Public Hearing. Motion unanimously carried.***

Excavation: The Board received copies of the draft Excavation/Gravel Pit regulation for review prior to next meeting. Chairman Savchick explained that a construction material list still needs to be formulated and that the Master Plan needs to reference these

regulations. Peter Klose noted that a summary sheet outline when permits would be required should also be included.

Ed Reilly made a motion, seconded by Thaire Bryant, to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 8:55 pm.

Respectfully submitted,

Lianne Boelzner

Lianne Boelzner

**TOWN OF EATON
PLANNING BOARD
September 13, 2017**

The Planning Board held their regular meeting on Wednesday, September 13, 2017 at the Eaton Town Hall. Present were Chairman Paul Savchick, Dennis Sullivan, Thaire Bryant, Selectmen's Representative Ed Reilly and Alternate Peter Klose. The meeting was called to order at 7:02 pm.

Chairman Paul Savchick designated Peter Klose to act as a regular member for this meeting. ***Thaire Bryant made a motion, seconded by Dennis Sullivan, to request that the Board of Selectmen appoint Peter Klose as a regular member of the Planning Board. Motion unanimously carried.***

Review of Minutes

The Board reviewed the Minutes of August 9, 2017. ***Thaire Bryant 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 Selectmen's discussion and read the Minutes of the last meeting regarding the review of Building Permits by the Planning Board. Thaire Bryant noted that the Planning Board is only asking for a report of permits issued and not the right to approve. Chairman Savchick explained that the Conservation Commission just resolved a wetlands issue and explained that the septic plan clearly showed the wetlands delineation and a driveway through the wetlands. Chairman Savchick noted that if the Conservation Commission had the opportunity to review the plans, the wetlands violation could have been avoided. Ed Reilly indicated that the approval process should not be delayed. Peter Klose stated that the Selectmen's Minutes can be reviewed and files reviewed, which could slow down the process even more if issues are found after the permit is issued. Chairman Savchick noted that the Conservation Commission has the opportunity to review all applications for a State Wetlands permit. Ed Reilly suggested that a joint meeting of all Boards be scheduled to discuss these issues. Ed Reilly agreed that to avoid any issues the Planning Board and Conservation Commission could review the applications. The Board discussed how it would be possible for the Planning Board and Conservation Commission to review applications before the Selectmen issue a permit as they only meet once per month. Dennis Sullivan noted that the approval process should not be delayed and that the Selectmen's Representative to each Board should report on the issued permits and bring plans for review if there are potential issues.

Conservation Commission Report

Paul Savchick gave an overview of the Conservation Commission and noted that they are working on updating the Forest Management Plan. Paul Savchick explained that the Town Forester is reviewing property as there is interest in utilizing Town property by a sugar maple company. Paul Savchick gave an overview of the resolution on the wetlands issue on Stewart Road.

Regulations

The Board began reviewing and revising the draft Excavation Regulations and will complete the review at the next meeting.

Thaire Bryant made a motion, seconded by Dennis Sullivan, to adjourn the meeting. Motion unanimously carried. The meeting was adjourned at 9:28 pm.

Respectfully submitted,

Lianne Boelzner

Lianne Boelzner

**TOWN OF EATON
PLANNING BOARD
October 11, 2017**

The Planning Board held their regular meeting on Wednesday, October 11, 2017. 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 7:00 pm. Chairman Paul Savchick designated Peter Klose to act as a regular member for this meeting.

Election of Officers

Paul Savchick declined to serve another year as Chairman in order to give any other Board member the opportunity to assume the position and provide fresh leadership. The Board unanimously voted to appoint Dennis Sullivan as Chairman effective with the November meeting.

Frank Holmes submitted his letter of resignation as a full member of the Board. The Board unanimously voted to accept the resignation and to appoint Frank Holmes as an alternate to the Board.

Review of Minutes

The Board reviewed the Minutes of September 13, 2017. ***Peter Klose made a motion, seconded by Thaire Bryant, to accept the Minutes as amended. Motion unanimously carried.***

Selectmen's Report

Ed Reilly stated that Paul Hennigan met with the Selectmen and gave an overview of his concerns. Ed Reilly explained that the Selectmen discussed the issue of parking on Bradbury's lot and noted that he has researched the laws addressing this issue.

Conservation Commission

Paul Savchick gave an update on the Conservation Commission and the status of the potential lease for the sugar maple operation. Paul Savchick noted that the blueberries have been harvested and that the Town has received payment.

Administration

It was noted that the tax maps are currently being updated and that Cartographics has a website that contains interactive GIS information. The Board discussed the pros and cons of potentially joining this site.

Regulations

The Board continued their review and update of the Excavation Regulations.

Peter Klose made a motion, seconded by Frank Holmes, to adjourn the meeting. Motion unanimously carried. The meeting was adjourned at 9:34 pm.

Respectfully submitted,

Lianne Boelzner

Lianne Boelzner

**TOWN OF EATON
PLANNING BOARD
November 8, 2017**

The Planning Board held their regular meeting on Wednesday, November 8, 2017. Present were Chairman Dennis Sullivan, Paul Savchick, Peter Klose, Thaire Bryant, and Alternate Frank Holmes. The meeting was called to order at 7:00 pm.

Chairman Dennis Sullivan designated Frank Holmes to act as a regular member for this meeting.

Public Hearing – Boundary Line Adjustment

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

At 7 pm, Chairman Sullivan opened the Public Hearing on an application from Matthew Burke et al for a Boundary Line Adjustment of properties located at 190 Brownfield Road (U02-018 and 019).

Chairman Sullivan explained the procedure for the hearing. All notices have been posted, all fees paid and abutters notified. ***Paul Savchick made a motion, seconded by Thaire Bryant, to accept the plan for consideration. Motion unanimously carried.***

Loralie Girard gave an overview of the proposed Boundary Line Adjustment and noted that both lots meet the required road frontage and that HISS has been conducted for acreage calculations. Loralie Girard stated that a driveway permit application has been sent to NHDOT but the approval number has not yet been received. Loralie Girard indicated that the wetlands scientist found season run off but no wetlands.

Chairman Sullivan opened the Public Hearing for public comment and read a letter from Dana Cunningham. There being no public comment, Chairman Sullivan closed the Public Hearing.

Paul Savchick made a motion, seconded by Thaire Bryant, to approve the Boundary Line Adjustment conditional upon NHDOT driveway permit, State subdivision approval and the two new corner monuments being set. Motion unanimously carried.

Public Hearing – Subdivision/Site Plan Review

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

At 7:18 pm, Chairman Sullivan opened the Public Hearing on an application from Matthew Burke et al for concurrent Subdivision and Site Plan Review of a property located at 190 Brownfield Road (U02- 019).

All notices have been posted, all fees paid and abutters notified. ***Paul Savchick made a motion, seconded by Thaire Bryant, to accept the plan for consideration. Motion unanimously carried.***

Loralie Girard explained that the application is for a condominium conversion of the existing house and barn and that common area ownership documents will be drawn up once the plan is approved. Loralie Girard stated that the existing septic system is for four bedrooms but that a new system will be designed after receiving all approvals. Loralie Girard noted that a well release will be required because the protective well radius crosses the property line and noted that the release will be recorded at the Registry.

Chairman Sullivan questioned access to the common area in the basement. Loralie Girard explained that Unit 1 will have access through stairs and the bulkhead and that Unit 2 will have access through the bulkhead.

Chairman Sullivan opened the Public Hearing for public comment. There being none, Chairman Sullivan closed the Public Hearing.

Peter Klose made a motion, seconded by Paul Savchick, to approve the concurrent Subdivision and Site Plan conditional upon State subdivision approvals for the Boundary Line Adjustment and Condominium conversion and recording of the well radius release document. Motion unanimously carried.

Review of Minutes

The Board reviewed the Minutes of October 11, 2017. ***Thaire Bryant made a motion, seconded by Paul Savchick, to accept the Minutes as written. Motion unanimously carried.***

Other Business

Paul Hennigan met with the Board regarding his concerns over the recent approval of parking in the front setback as the property required Zoning Board approval to construct a handicap ramp and roof over the front porch.

Paul Hennigan recommended a joint meeting of all the Boards to discuss issues faced by each Board so that they can be resolved.

Regulations

The Board continued their review and update of the Excavation Regulations.

Peter Klose made a motion, seconded by Thaire Bryant, to adjourn the meeting. Motion unanimously carried. The meeting was adjourned at 9:20 pm.

Respectfully submitted,

Lianne Boelzner

Lianne Boelzner

**TOWN OF EATON
PLANNING BOARD
December 13, 2017**

The Planning Board held their regular meeting on Wednesday, December 13, 2017. Present were Chairman Dennis Sullivan, Paul Savchick, Thaire Bryant, Peter Klose and Selectmen's Representative Ed Reilly. The meeting was called to order at 7:00 pm.

The Board reviewed a Notice of Voluntary Merger from George Diller for properties on Crystal Lake Road (R03-055 & 056). ***Thaire Bryant made a motion, seconded by Paul Savchick, to approve the merger of the two lots. Motion unanimously carried.***

Review of Minutes

The Board reviewed the Minutes of November 8, 2017. ***Thaire Bryant 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 Selectmen issues and noted that the Board will be adopting a winter parking ordinance. Ed Reilly noted that the Selectmen have been requested to conduct two health inspections for possible foster care homes.

Conservation Commission

Paul Savchick gave an update on the Conservation Commission and noted that the Commission has been discussing lowering the horse power limits on Crystal Lake, which would be a joint effort between the Town and State. Paul Savchick noted that Paul Hennigan addressed the Commission regarding relations between the Boards. Chairman Sullivan stated that the Board can explore a possible joint meeting after Town Meeting.

Regulations

Ed Reilly stated that the Cluster Development Regulations require larger septic systems. Chairman Sullivan stated that those regulations do not apply to properties within the Village District. Ed Reilly questioned whether the Town is involved in Association rules of a condominium as required in the Cluster Development Regulations. Paul Savchick stated that it is a private matter that the Town does not govern.

The Board reviewed the updated Excavation Regulation. ***Peter Klose made a motion, seconded by Thaire Bryant, to move the drafted Excavation Regulations to Public Hearing. Motion unanimously carried.***

The Board set a Public Hearing date of Wednesday, January 10, 2018 to present the updated regulations and associated forms.

The Board reviewed information on structures submitted by Thaire Bryant. The Board will conduct further research and cross reference all regulations to determine possible impacts if the definition is revised.

The Board discussed ridgeline zoning and set February's meeting as a work session to begin drafting a regulation.

Peter Klose made a motion, seconded by Thaire Bryant, to adjourn the meeting. Motion unanimously carried. The meeting was adjourned at 8:46 pm.

Respectfully submitted,

Lianne Boelzner

Lianne Boelzner