



Newton Planning Board

2 Town Hall Road
Newton, NH 03858
(603) 382-4405 X315



NEWTON PLANNING BOARD PUBLIC MEETING MINUTES June 8th, 2021

The Newton Planning Board public meeting was called to order at: 7:00PM

Chairman Andrews read the following statement: Due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, and most recently extended this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that:

The Planning Board is utilizing the Zoom platform for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting telephonically, or by going to the Zoom website.

The Planning Board previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting telephonically. Instructions have also been provided on the Town website.

If anyone has a problem, they should email the Planning Board Office at: PlanningBoard@newtonnh.net.

In the event the general public is unable to access the meeting, the meeting will be rescheduled and adjourned.

Please note that all votes that are taken during this meeting shall be done by roll call vote.

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Also, in accordance with the Governor's Emergency Order #23 pursuant to Executive Order 2020-04, and most recently extended the Planning Board is relieved from the statutory and local requirement to meet on a particular schedule or a certain number of times within a given time frame. The Planning Board is also relieved from complying with statutory or local deadlines for accepting, hearing and acting on planning board applications.

When speaking during the meeting, please announce your name so I know who is speaking as I take the minutes.

Mr. Andrews asked Administrative Assistant Doggett to call the roll, please state where you are and if you are alone:

Mr. Andrews - home and alone
Ms. Collyer – home and alone
Mr. White - Excused

Mr. Foote – home and alone
Mr. LaVoie - home and alone
Mr. Moran – home and alone

Ms. White– Home and alone

Also, Present:

Mr. Marchand – Alternate - home and alone
James Doggett – PB AA Ms. Rowden - Circuit Rider

Chairman Andrews appointed Mr. Marchand to vote in place of Mr. White.

1. Public Hearing

Chairman Andrews opened the Public Hearing at 7:03PM and read the following:

Michael J. Bell of Newton, NH request a Public Hearing for a Major Non-residential Site Plan – a Garage in excess of 1200 square feet at 44A Bear Hill Road, Newton, NH. The property is referenced as Tax Map 17, Block 4, Lot (5-1).

Chairman Andrews asked Ms. Rowden for her input.

Ms. Rowden stated that while there is a requirement in the definitions that any auxiliary building over 1200 square feet needed Planning Board approval; however, the Board does not have a process in place to hear the application and at this time does not have the jurisdiction to make a decision. While the ZBA made their approval of Mr. Bell's variance conditional on him applying to the Planning Board, the Board could neither approve nor deny the application. She stated that Mr. Bell met the conditions of his ZBA approval.

The Board discussed the appropriate handling of the issue.

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Ms. Collyer **MOVED** that as of this date, the Planning Board does not have jurisdiction to address this application, therefore the Planning Board cannot render a decision. However, the Planning Board agrees that Mr. Bell has met the condition set forth by the Zoning Board of Adjustments, Mr. Moran seconded the motion.

Mr. Andrews asked Administrative Assistant Doggett to call the roll:

Mr. Andrews – Aye Mr. LaVoie – Aye Ms. Collyer – Aye Ms. White – Abstained
Mr. Foote-Aye Mr. Moran - Aye Mr. Marchand - Aye **Unanimous** vote

The Board discussed returning the fees that had been paid by Mr. Bell occurred.

Ms. Collyer **MOVED** that the Planning Board recommend to the Selectmen that the application fee of \$250.00 be refunded to Mr. Bell, Ms. White seconded the motion.

Mr. Andrews asked Administrative Assistant Doggett to call the roll:

Mr. Andrews – Aye Mr. LaVoie – Aye Ms. Collyer – Aye Ms. White – Aye
Mr. Foote-Abstained Mr. Moran - Aye Mr. Marchand - Aye **Unanimous** vote

Ms. Collyer **MOVED** that the Planning Board refund the unspent balance of Mr. Bell's NPREA deposit of \$580.42 to him, Ms. White seconded the motion.

Mr. Andrews asked Administrative Assistant Doggett to call the roll:

Mr. Andrews – Aye Mr. LaVoie – Aye Ms. Collyer – Aye Ms. White – Aye
Mr. Foote-Aye Mr. Moran - Aye Mr. Marchand - Aye **Unanimous** vote

Mr. Moran **MOVED** that the Planning Board recommend to the Selectmen that they refund \$169.58 Mr. Bell from the Planning Board operation budget, Mr. LaVoie seconded the motion.

Mr. Andrews asked Administrative Assistant Doggett to call the roll:

Mr. Andrews – Aye Mr. LaVoie – Aye Ms. Collyer – Aye Ms. White – Aye
Mr. Foote-Abstained Mr. Moran - Aye Mr. Marchand - Aye **Unanimous** vote

Chairman Andrews instructed A.A. Doggett to write memos to the Board of Selectmen on these motions and send them to his for review. He closed the Public Hearing at 7:27PM.

2. Board Business and Correspondence

A. Acceptance of minutes of the 5/25/21 meeting

Ms. Collyer **MOVED** to accept the minutes of May 25th, 2021; Ms. White seconded the motion.

Mr. Andrews asked Administrative Assistant Doggett to call the roll:

Mr. Andrews – Aye Mr. LaVoie – Aye Ms. Collyer – Aye Ms. White – Aye
Mr. Foote-Aye Mr. Marchand - Aye **Unanimous** vote

B. NPREA Manifest

Mr. Moran entered the meeting.

Ms. White **MOVED** to pay the NPREA Manifest in the amount of \$390.96, Ms. Collyer seconded the motion.

Mr. Andrews asked Administrative Assistant Doggett to call the roll:

Mr. Andrews – Aye Mr. LaVoie – Aye Mr. Moran – Aye Ms. Collyer – Aye
Ms. White - Aye Mr. Foote - Aye Mr. Marchand - Aye **Unanimous** vote

Mr. Foote left the meeting.

C. Committees

Master Plan Steering Committee:

Ms. Collyer introduced Rules of Procedure for the committee.

Chairman Andrews asked the Board for input and a discussion followed about what parts belong where and when it should take place.

Ms. Collyer reviewed the vision chapter with the Board. The board discussed the wording and format.

Chairman Andrews requested members give input on the continuing work on the chapter by submitting their comments directly to the subcommittee.

Application Re-writing Committee:

Ms. White presented the new Home-Based Business, Lot-Line Adjustment, Auxiliary Dwelling Unit, and Conditional Use – Change of Use applications.

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A.A. Doggett presented possible forms for requesting declaratory decisions from the Board, a reworked Waiver Request sheet, and reviewed the reformatted Voluntary Lot-Line Merger form.

The Board thanked Ms. White and A.A. Doggett for their hard work.

Ms. Collyer **MOVED** to adopt the new Home-Based Business, Lot-Line Adjustment, Auxiliary Dwelling Unit, and Conditional Use – Change of Use applications; Mr. Moran seconded the motion.

Mr. Andrews asked Administrative Assistant Doggett to call the roll:

Mr. Andrews – Aye Mr. LaVoie – Aye Mr. Moran – Aye Ms. Collyer – Aye
Ms. White - Aye Mr. Marchand - Aye **Unanimous** vote

3. Adjourn.

Mr. Andrews adjourned the meeting at 8:25 PM

Respectfully Submitted,

James L. Doggett, AA
Newton Planning Board