

# APPROVED

## OFFICIAL BUSINESS

**Minutes of:** March 2nd, 2022

**Meeting Convened:** 7:00 pm

### Members in Attendance:

Mark Avery - Chair  
Tom Burbank  
Michael Card  
Fritz Green - ex officio  
Doug Hoff  
Casey Jordan

### Support Staff:

Elizabeth Durfee - Contract Planner

### 1. Seating of Alternatives

None

### 2. Approval of Minutes

The minutes from 02/16/2022 were reviewed. **Motion** made by Member Green to accept the minutes as amended. **Seconded** by Member Hoff. All Aye. **Motion approved.**

### 3. Discussion with Town Treasurer - Deborah Ahlstrom

Chair Avery noted that Tom Ballestero may be available to conduct a 3<sup>rd</sup> party review for upcoming projects pertaining to site plan water management. Deborah Ahlstrom explained the mechanisms to pay a 3<sup>rd</sup> party reviewer. The preferred way is to create an escrow account.

### 4. Public Hearing - 10 Lee Road Apartments (Tax Map 8, Lot 9).

Chair Avery informed the board that the applicant is asking for a continuance. **Motion** made by Member Hoff to continue the public hearing to April 6th at Town Hall at 7:00 pm. **Seconded** by Member Green. All Aye. **Motion approved.**

Chair Avery reviewed the list of concerns or undecided issues with 10 Lee Rd. The applicant has not yet coordinated with the Fire Department, there is no memo from the Police Department, they haven't presented to the zoning board, and they have not had a DOT driveway approval yet. Consultant Durfee noted which items we could make conditions vs. which items should come before a decision is made.

Member Burbank asked if DES confirms the site is built as planned. Member Green asked if the DOT driveway permitting is an item that we would want signed ahead of approval. Chair Avery noted that this would be a legal document that we would want up front. Member Hoff noted that the applicant should be responsible for producing this document. He added that the parking spaces should be clearly marked and delineated for the town park. Member Jordan speculated that difficulty in lining up timely construction may be a reason the applicant has not progressed.

## **5. Other New Business**

Chair Avery asked the board if we should make a time limit for subdivisions to complete the conditions placed on approval. Member Hoff asked if there is a State statute. Consultant Durfee noted there is a 5 yr. time frame to complete before they are subject to new regulations. She added that we could add a time frame. Member Hoff noted that it seems easier to add a project completion date as a condition of approval.

Chair Avery then updated the board on open issues and applications to the planning board. This list included upcoming tree removal, Little Tree Daycare, Diberto subdivision, Old Stage site plan, Gangwer lot line adjustment, Eastman utilities and wetland drive way crossing, and possible Agritourism at Fat Peach Farm.

Member Green added that the Master Plan also needs to be updated.

Consultant Durfee notified the board of upcoming SRPC land use programs. The potential categories included coastal flood risk, higher flood plain standards, and hazard mitigation plans. Member Burbank asked which areas are applicable. Member Jordan noted that Madbury has a limited coastline, but higher flood plain standards may be helpful to clean up our language. Chair Avery agreed that the food plain standards seems to fit our needs the best.

Chair Avery then reminded the board that he is running for town selectman and the board may need a new chair.

## **6. Other Old Business**

None

Meeting Adjourned at 7:45

### **Meeting Attendees:**

Deborah Ahlstrom, Town Treasurer  
Justin Corrow, Building Inspector

Respectfully submitted by Michael Card