

Nottingham Planning Board  
January 10, 2018

**Approved:** January 24, 2018

**Members Present:** Dirk Grotenhuis, Chairman; Eduard Viel, Vice-Chairman; Charlene Andersen, BOS Rep; Susan Mooney, Secretary; Gary Anderson, SRPC Rep; Joseph Clough, CIP Rep; Teresa Bascom; Robert “Buzz” Davies, Alternate

**Members Absent:**

**Others Present:** JoAnna Arendarczyk, Land Use Clerk; Peter Landry, Surveyor; Sarah Evans, Applicant; Arthur Marston, Inventex Inc.; Sue Serino, Assessing Coordinator

**Call to Order at:** 7:00pm

**Public Hearing:**

**Case 17-009-SIT- Continuation**

Application from 397 Stage Realty Trust, LLC, c/o Gary Smith, owner of Inventex, Inc. requesting approval for a proposed building addition (1656 Sq. Ft.) for storage and work space. The property is located at 397 Stage Road in Nottingham, NH and is identified as Tax Map 16 Lot 36B.

**7:01pm Mrs. Andersen arrived**

Mrs. Mooney gave a brief summary of the site walks performed by a few Planning Board and Conservation Commission members as well as the Building Inspector and Land Use Clerk.

*(Minutes attached)*

Mr. Landry, representing the applicant, followed up on a question from the previous meeting; Are there any hazardous materials created from the process in the shop? He replied, “none” there is only “shavings” from the glass and ceramics which are collected in 55gal drums and “hailed off site.”

**Public Comment:** None

**Board Questions- Observations:** No DES or Shoreland permits will be needed.

**Motion Made By:** Mrs. Bascom to “approve the request on Case 17-009-SIT from 397 Stage Realty Trust, LLC, c/o Gary Smith, for a proposed building addition for storage and work space.”

**Seconded By:** Mrs. Mooney

**Vote:** 6-0-1 Motion Passed

**Public Hearing Closed:** 7:07pm

**Public Hearing Opened:** 7:08pm

**Case 18-001-SUB**

Application from Trustee, Sarah P. Evans of The Sarah P. Evans Revocable Trust requesting to subdivide the existing 40.703 acre tract (aka Tax Map 58 Lot 6A) into one 5ac lot, including existing dwelling, 70 Ledge Farm Road, leaving the remaining 35.7 acres of land with parent tract. The property is located at 70 Ledge Farm Road in Nottingham, NH and is identified as Tax Map 58 Lot 6A.

**Application Acceptance:**

Part of the lot to be subdivided had a Lot Line Adjustment approved in 2015 that has not been recorded. Therefore the submitted application is not considered complete.

Sue Serino, Assessing Coordinator, stated that she would be okay with the Board continuing with the hearing provided the submitted Deed that has been presented tonight gets recorded at the Registry in a timely manner.

Sarah Evans, the applicant, stated that she felt the Deed could be recorded within seven (7) days.

Nottingham Planning Board  
January 10, 2018

The Board discussed how to move forward. Due to the fact that the application is still considered incomplete they cannot legally accept the application. Mr. Grotenhuis suggested the applicant rescind the application until the Deeds are registered.

To avoid having to reapply and pay the application and noticing fees again the Board decided to continue the hearing.

**Motion Made By:** Mr. Viel to “continue the hearing, to its determination of completeness, to the first meeting in February, February 14, 2018.”

**Seconded By:** Mr. Clough

**Vote:** 7-0-0 Motion Passed

**Public Meeting**

**Discuss Shared Driveway-** Sue Serino

In order to establish accurate E-911 addresses for three dwellings the Town Administrator requested the Planning Board’s approval to name the shared driveway “Sherman Way”. (See attached 12/22/2017 letter)

The Board reviewed the issue and determined that the Subdivision Regulations state the approval need to be by the Board of Selectman per RSA 231:133:

**ARTICLE 15 – ROAD & DRIVEWAY DESIGN & CONSTRUCTION STANDARDS**

**15.3.1**

5. Street Names- Every street serving more than two (2) separately addressed structures, shall have a name which shall be approved by the Board of Selectmen in accordance with the provisions of RSA 231:133.

**Discuss A Minor Edit To The Zoning Ordinance:**

Discussion to include a sunset clause on a Variance as well as a Special Exception

The Ordinance currently reads:

*Ordinance Article V Section C*

3. Expiration of Special Exception Approval

All work proposed in the Special Exception approval letters granted by the Zoning Board of Adjustment shall be completed within two years. Failure to complete that work shall be ‘null and void’, unless a later date was specified in the approval letter.

Proposed language:

3. Expiration of Approvals

1. If a building permit is not obtained from the Building Department within twelve (12) months following the granting of a Variance (or Special Exception use), said variance or special exception will become ‘null and void’.
2. All work proposed in the approval letters granted by the Zoning Board of Adjustment shall be completed within two years. Any work not completed in this two year timeframe shall be ‘null and void’, unless a later date was specified in the approval letter.

The Land Use Clerk advised postponing the proposed language change due to the time constraints for the required public hearing and notices.

The Board agreed with the Land Use Clerk’s request and also requested a legal opinion on the language.

**Public Comment** No public present

Nottingham Planning Board  
January 10, 2018

**Board Members and Staff Update**

**Board of Selectman update by Charlene Andersen:**

- The budget continues to be worked on.
- Determining which road or portion of roads will be worked on due to the results of the traffic study performed on several roads

The Board discussed the need to be keep in mind the impact of local roads when reviewing subdivision plans.

**Planning Board Secretary Update/ Comments by Susan Mooney:**

- Requested the Board review the draft of Town Newsletter article for the Planning Board
- The Master Plan, adopted in 2012, is up for review

**Strafford Regional Planning Commission by Gary Anderson:**

Asked the Board if they would like to meet with Colin (Mr. Colin Lentz) from SRPC to discuss details of safety study grants and the options available to the Town.

**CIP Committee Update by Joseph Clough:**

Requested the 2017 projects chart from last year's Master Plan review be emailed to the Board.

**Office update by JoAnna Arendarczyk, Land Use Clerk:**

Next meeting January 24, 2018:

- If Colin (Mr. Colin Lentz) can attend- Board meeting with Transportation Committee meeting after
- If Colin (Mr. Colin Lentz) cannot attend- just a Transportation Committee meeting

**Approval of Minutes** December 13, 2017

**Motion made by:** Mr. Viel to "approve the minutes of December 13, 2017. "

**Seconded by:** Mrs. Bascom

**Vote:** 6-0-1 **Motion Passed**

**Adjournment**

**Motion made by:** Mr. Viel

**Seconded by:** Mr. Clough

**Vote:** 7-0-0 **Motion Passed**

**Adjourned at:** 8:07pm

For the Nottingham Planning Board ~ JoAnna Arendarczyk, Land Use Clerk