

MINUTES
PLANNING BOARD MEETING
May 18, 2016

PRESENT: Bert Hamill, Chairman, Ed Dekker, Ned Nichols, Paul Termin, Tim Jones, Liz Freeman, David Lage, Deirdre Daley, Louise DelPapa

The meeting was called to order at 7:30 p.m. at the Town Office.

The minutes of May 4, 2016 were reviewed by the Board. The following corrections were made: the first sentence should read; "Bert appointed Deirdre to **fill in for Paul.**" The last paragraph on the first page, the last sentence should read; "Liz made a motion that Will Drive does **not comply with the definition of frontage** to create a second lot." The last paragraph, the second sentence should read; "Ned suggested a shared driveway **off of Wheeler Road.**" The second page, first paragraph, the second sentence should read; Bert made a motion to continue the hearing to May 18, 2016 at **7:45.**" The second paragraph, the seventh sentence should read; "Liz stated she would like to have other members of the Board **learn how to write amendments.**"

Bert accepted the minutes as amended.

Bert apologized to Greg C. Somero and Fieldstone Land Consultants. The hearing scheduled at 7:45 will be delayed due to overbooking.

Bert stated the Board received a letter from USA Properties confirming Mr. Bruce Simpson, President, will attend the Board meeting on June 1, 2016 to discuss the Stowell Road subdivision application.

Proposed Amendment to the New Ipswich Subdivision Regulations

The Board reviewed the proposed amendment. The following corrections were made: insert the word paragraph to the underlined heading and it should read; "**Paragraph 4:16 Active and Substantial Development and Substantial Completion.**" On Paragraph B, strike out "four year period" and change it to **five (5) year period.**

Proposed Amendment to the New Ipswich Site Plan Regulations

The Board review the proposed amendment. The following corrections were made: insert the word paragraph to the underlined heading and it should read; "**Paragraph 2.T. Substantial Completion**" On subparagraph 2, strike out 4 year period and change it to **five (5) year period.** The last sentence, strike out "in the subdivision" and the sentence should read; "To the extent that the Planning Board calls a bond or other security for such improvements and the funds are paid to the Town, substantial completion of the improvements **described on the site plan** shall be deemed to have occurred. Ed made a motion to put the amendment on the Agenda for a public hearing. The hearing date will be determined at a future Board meeting.

7:40: Ardelle Somero, Wilfred & Phyllis Sikkila, lot 8/63-1, 57 Ashby Road
Public hearing for a subdivision application – condominium conversion

Joel Sikkila represented the family. The family is converting the existing duplex on Ashby Road to a condominium. The Board reviewed the application and the waiver. The waiver requested that all items on the checklist be waived. Ed stated all that is needed is the condominium papers, a recorded plan and the board agreed to waive the items on the checklist. The documents and plan will need to be recorded at the Registry of Deeds. Ed made a motion to accept the application as complete. Dave seconded the motion and it passed unanimously. The Board discussed the condominium documents. Dave made a motion to approve the application conditionally upon receipt of the mylar and payment of fees. Ed seconded the motion and it passed unanimously.

7:50: Greg C. Somero, lot 7/87, 16 Wheeler Road
Continuation – Public hearing for a two lot subdivision application

The meeting was continued from May 4, 2016. Mr. Michael Ploof from Fieldstone Engineering stated lot 7/87 has been reconfigured. The new lot, 7/87-1 has 2.405 acres and 226 feet of frontage on Wheeler Road. The proposed driveway will come off the existing drive and a 40 foot access easement will be created for the convenience of lot 7/87. Mr. Ploof stated the plan meets all the setback requirements and the plan shows a 75 foot building box around the existing house which was not on the previous plan. Lot 7/87 has deeded access to pass and repass on Will Drive and this will pass on to lot 7/87-1. The Board agreed a condition for approval will be to have the driveway on Wheeler Road and not on Will Drive. The Board suggested the applicant may want to meet with the Zoning Board to see if they will allow a fifth driveway on Will Drive which is a private/shared driveway. Ed made a motion to approve the application with the following conditions: the driveway is to be built as shown on the plan which is on Wheeler Road and not on Will Drive, receipt of mylar and payment of fees. Ned seconded the motion and it passed unanimously.

Light and Dark Sky

The Board discussed the standard to measure lighting. A complaint from the public would generate a measurement. Ed stated he would research this and have a report at the next Board meeting.

Performance Bond Amendment

Liz stated the amendment refers to security rather than bonds. The Board discussed bonds and irrevocable letters of credit. Liz stated bonds are not being used any more, irrevocable letters of credit or cash are being used. Dave did not agree with eliminating bonds. The Board reviewed and discussed all the paragraphs in the proposed amendment. Liz stated Attorney Gary Kinyon recommended using irrevocable letters of credit. The Board agreed they need to research the letter of credit further. Louise distributed email correspondence from Attorney Kinyon regarding irrevocable letters of credit. Liz stated we are trying to fix three things; the problem with bonds lapsing, an annual increase of 10%, and the partial release of the bond. Ed stated at the time of the subdivision approval, a release schedule should be in place and approved by the Planning Board. Bert stated he would not be opposed to have Attorney Kinyon address the Board regarding legal issues. This discussion was tabled to a future meeting.

Master Plan

Tim stated it will be useful for the Board to spend some time and go through the major points on the Vision Chapter. The Master Plan was revised in 2004. Liz stated until we have a new Master Plan, we need to go with what we have.

The meeting adjourned at 9:30.

Respectfully submitted by:

Louise DelPapa
Land Use Clerk

