

TOWN OF SUTTON
Planning Board
Pillsbury Memorial Hall
Meeting Minutes
February 1, 2016

Present: Planning Board Members: Roger Wells, Acting Chairperson; Dan Sundquist, Ex-Officio; Bob DeFelice and Carole O'Connell, Members; (Carrie Thomas, Chairperson; Peter Blakeman, Member; Jim Lowe and Lisa Hogarty, Alternates; were absent); and Laurie Hayward, Land Use Coordinator. There were no interested parties present.

The meeting was called to order at 7:05 PM, by Roger Wells, Acting Chairperson.

Administrative:

Minutes of previous meetings: Minutes of previous meetings were tabled.

Correspondence: The Chair asked if there was any correspondence. The LUC explained that she had heard by telephone and in person, from Tom Chadwick, regarding the piece of property on Stonehouse Road at the "dog-leg" where Stonehouse Road turns sharply south and runs along the Newbury town line. He, along with Jake Messer, wish to subdivide that lot. The problem is that the section of Stonehouse Road that property is on is a Class VI Road and in order to subdivide it, there must be access to a Class V or better road. The LUC told members that she explained this to Chadwick and suggested that he contact Newbury regarding access from Haynes Road in Newbury. Sundquist explained that the portion of Stonehouse Road in question is currently serving as a "driveway" for a single house on the Newbury side of the road and is maintained by the owner of that house.

Other Business: The Chair took up his recommendations for changes to the Subdivision and Site Plan Regulations. What was Section V and is now VI, Form of Plans and Accompanying Papers, the Chair asked members to be sure to read the recommendations before next meeting and be prepared to discuss and vote on language. The Chair's recommendations were included in members' packets. Wells asked the LUC to make sure that she got the document out to members not present. The Chair further asked that the next meeting include on the agenda a work session to address and vote on his proposed changes.

Sundquist explained to members that this is his last Planning Board meeting. He has elected not to run for the Select Board again and so he will not be the ex-officio member. Sundquist did offer to look at any recommended change to the design requirements and provide his comments. Members asked if he would come back as a Board Member. Sundquist reminded members that he has been working with the Planning Board for 28 years and is ready to retire. Members asked if he would be willing to be a consultant to the Board. Sundquist agreed that is possible. The Chair pulled out a draft of the application checklist and suggested that be the next project. The LUC asked members to consider making revisions to the Rules of Procedure a priority project. The Land Use Coordinator explained that Roger's concerns about a notice that disappeared brought up the issue of procedures that no

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longer make sense, including the town notice requirements as opposed to state statutory requirements that are easier. Also both postmasters at the two town post offices have told the LUC that they control what goes on the bulletin boards and if there is room, town notices can be placed on the boards. There was a brief discussion about procedures and what are state statutory requirements.

The LUC took up the Master Plan and offered the suggestion that members consider a “rolling Master Plan”. In that format, instead of creating the entire Master Plan over the course of one year, the Board would set up a schedule over several years to

Public Hearing: The Public Hearing was scheduled to begin at 7:30. The Board waited for another several minutes. The Chair moved the Public Hearing be called to order and asked the LUC to read the Notice of Public Hearing. The LUC read as follows:

“Notice is hereby given that the Sutton Planning Board will hold a second public hearing on Monday, February 1, 2016 at 7:30 p.m. in the Pillsbury Memorial Hall at 93 Main Street in Sutton on a change to one of the amendments to the Zoning Ordinance.

Amendment 5 Adds a new Article to the Zoning Ordinance that provides for a Steep Slope Overlay District which seeks to limit the nature and density of development in Steep Slope Areas. After the initial Public Hearing, the Planning Board made the following change to XI.B.2: the proposed language is changed from “The Steep Slopes Map may be used in order to determine what lots fall under the rules and regulations for development ...” to “The Steep Slopes Map may be used in order to determine what portion of lots fall under the rules and regulations for development.”

The Chair said he would entertain a motion. Sundquist moved the amended language be used. The Chair called for comments. There being no members of the public present to provide public input, the Chair asked for discussion on the single change under consideration. The Chair then asked for a motion to close the public hearing. Sundquist moved the Public Hearing be closed; Wells seconded the motion and it was voted unanimously. O’Connell moved that the amended language be used. The motion was seconded and voted unanimously.

Next meeting is scheduled to be held on Monday, February 23, 2016 at 7:00 PM and will include a Public Hearing on the request for two rescissions by Dennis O’Connell.

There being no further business, Sundquist moved and it was unanimously voted that the meeting be adjourned at 7:32 PM.

Respectfully submitted,

Laurie Hayward
Land Use Coordinator