

Canaan Planning Board

Meeting Minutes from January 10, 2008

Members Present: Andrew Musz, Stephen Ward, Tom Hudgens, Joe Frazier and Pete Gibson

7:03: Meeting called to order by Chair A. Musz and P. Gibson was appointed to take the place of John Bergeron for this evenings meeting.

7:05 Minutes from previous meeting (December 13, 2007) were read and a motion was made by S. Roy with a second by T. Hudgens to accept the minutes as read. Vote was taken and motion passed unanimously.

7:12 Review of letter from Brown Engineering regarding the completeness of the internal road, now called Lindsey Lane. Fred Hammond (Hammond Construction: road builder) was present as were members of his staff to comment on the letter from Brown Engineering. The Brown Engineering letter indicated that while a majority of the drainage construction has been completed, 3 treatment swales and 4 associated level spreaders appear to not be completed; and a portion of the guardrail has not been installed. The report notes several other smaller issues: headwalls constructed of laid-up stone instead of concrete: some of the stone aprons could not be viewed because of leaf litter; some of the cross-culverts were off between .2' and .3', but will not affect the road drainage; that Brown Engineering representatives were not on-site when materials were taken for testing to assure state compliance, but it was noted that a state certified company had taken the samples and conducted the tests which are attached to the letter; that the cross slope varies slightly from the plan, but will function adequately; and that one page of the plan ("Typicals") shows a 'stop' sign and none was noted at the site.

Staff from F.C. Hammond and Son discussed that the treatment swales and level spreaders were to be located in a wetland, where the water was ultimately to be directed, and felt it unnecessary to damage the wet area as the system was draining to the appropriate area without them. It was also noted that the slope where the guardrail was missing was better than 4:1 and, therefore needs no guardrail (state road standards).

After discussion a motion was made by T. Hudgens and seconded by Stephen Ward to declare the Planning Boards satisfaction with the road completion upon receipt of a letter from Hammond and Co. that recites their comments to the Brown Engineering letter and to authorize the Chair to prepare a letter to the Selectboard to recommend release of the funds escrowed to guarantee this road completion.

7:28 It is noted that Tim Josephson has submitted his name for the UVLSRPG vacant commissioner position. The Planning Board unanimously agreed to submit his name to the Selectboard for consideration.

7:30 An application for a building permit was tendered by Curtis and Caryn Shepard for their property on Hall Road. The application is complete and a public hearing is scheduled for Jan. 24, 2008 at 7:15. A letter from Charles Townsend regarding this application was read and will be included as part of these minutes with a copy also inserted into the file. The letter outlines concerns for building in outlying areas and calls attention to the Selectboard to follow statutory procedure when considering such applications. Discussion regarding procedures for building on such roads (private and class 6 and other non-town-maintained roads) ensued. It is noted that NFPA regulations will play a greater part in considering these applications and the conditions imposed; and, further, that a committee is working on making recommendations regarding the issuance of such building permits, which will be presented to the entire Planning Board in the near future.

8:00 The Public Hearing for a subdivision application from Christopher and Debra Kierstead that was suspended at the last meeting was continued at this time. After opening the continued meeting, Debra Kierstead said that some of the documents still have not been received and requested a further continuation until February 14, 2008. Their being no opposition to this request, the Chair continued the hearing to February 14, 2008 at 7:15 PM.

8:10 Discussion continued regarding building permits on non-town maintained roads and private roads resulting in the same comments as the 7:30 comments suggest.

8:35 Motion to adjourn by Joe Frazier, second by Tom Hudgens. Motion passed unanimously.

Respectfully Submitted,

Andrew Musz, substitute acting scribe

Canaan Planning Board
Minutes
Meeting of January 24, 2008

Members present: Andrew Musz, John Bergeron, Joe Frazier, Cliff Rudder (alt).

Meeting was opened at 7:08 and Cliff Rudder was appointed to fill the seat of Dan Ware for this evenings meeting.

7:09 Andrew Musz read the minutes from the last meeting and the following changes were indicated: references to 'Steve Roy' in the minutes shall be changed to 'Stephen Ward', with apologies; there were no changes to the minutes of the December 13, 2007 meeting, and the words ".....with small corrections..." were omitted from the text of the minutes; and, omitted from the minutes were the recommendation by the Planning Board to the Selectboard in favor of Tim Josephson for the vacant commissioner position from the Town of Canaan on the UVLSRPC.

7:18 Chairman Musz opened the Public Hearing regarding the application for a building permit on a discontinued (totally) road, Hall Road. Abutter Bill Wanner was present and engineer Erin Darrow represented Curtis and Caryn Shepard (Map 8 Lot 10).

Ms. Darrow outlined the anticipated construction for the road and dwelling/camp and discussed Fire Chief Bill Bellion's visit to the site and his recommendations. The Limits of Municipal Responsibility (the Waiver) form has been completed and recorded with the registry of deeds. After discussion of the site and hearing details of the plan from Ms. Darrow and there being no further comment from the public, the Public Hearing was closed at 7:31 PM. A motion was then made by Joe Frazier with a second by John Bergeron to authorize a letter to be written by the Chair wherein the Board has no objection to the application so long as all applicable local, state, and federal regulations that apply to this application are conformed with. It is further noted that the NFPA regulations pertaining to the application be administered by the Fire Chief and conformance to these regulations are essential.

It is noted that registration for expired Board seats is upon us and the Chair urges those whose seats are expiring, as well as all interested citizens of the Town of Canaan, to consider the two open positions.

8:04 Motion to adjourn by John Bergeron, second by Cliff Rudder, vote was unanimous.

Respectfully Submitted,

Andrew Musz, substitute acting scribe

Canaan Planning Board
Minutes
Meeting of February 14, 2008

Members present: Andrew Musz, John Bergeron, Joe Frazier, Tom Hudgens, Steve Ward, Pete Gibson (alt).

Meeting was opened at 7:05 and Pete Gibson was appointed to fill the seat of Dan Ware for this evening's meeting.

7:06 Vice Chairman Bergeron read the minutes from the last meeting, and a motion was made by Tom Hudgens and seconded by Joe Frazier to accept the minutes as read. A vote was taken, and the motion passed unanimously.

7:15 Chairman Musz continued the Public Hearing for a subdivision application from Christopher and Debra Kierstead that was suspended at the meeting of January 10. Ms. Kierstead presented the documents necessary to complete her application. No comments were received from the public during the hearing. A motion was then made by Joe Frazier and seconded by Tom Hudgens to accept the application. The motion was approved unanimously. A second motion was made by John Bergeron, seconded by Joe Frazier and passed unanimously to authorize Chairman Musz to sign the application upon receipt from the applicant of a Mylar identical to the drawing approved by the Board.

7:30 Chairman Musz opened a Public Hearing for a minor subdivision by the estate of Louise P. Leach, Map 16/ Lot 38. Charles Leach, Trustee, was represented by Scott Sanborn who presented drawings showing a 2.08 acre subdivision from a 25 acre tract along with state approval #SA2007008389 for the subdivision. When comments were solicited from the public, several abutters, namely Alan and Patricia Oakman, Louis and Laura Gasperini, and Paul Modern, expressed concern about the apparent wetlands existing on the balance of the southern portion of the tract. Said abutters stated that they wished to be noticed by the Town should a driveway or building permit be requested for that site. No further comments being received, a motion was made by John Bergeron and seconded by Tom Hudgens to accept the application subject to the correction by Mr. Sanborn of minor acreage discrepancies between drawings. The motion was unanimously approved.

8:00 John Bergeron presented a summary of the changes to the New Hampshire Shoreland Protection Act effective April 1, 2008. Major changes for the Town of Canaan are the inclusion under the Act of Goose Pond Brook, Orange Brook, part of Indian River, and an additional section of Mascoma River.

8:20 Preliminary Completeness Reviews of filed subdivision applications.

Applications for formal submission were scheduled for February 28 at:

7:15 for Curtis and Caryn Shepherd -building permit on a private road (Hall Rd.)

7:30 for Thomas Valley - building permit on a private road (Hall Rd.)

8:25 Chairman Musz opened a Conceptual Review for a subdivision by Mark Dove and Kathleen Stavaski, Map I-E Lot 22. The applicants were represented by Erin Darrow who displayed a sketch of the subdivision of the site into six lots. It was suggested that the applicant apply for a design review and that, because of the site's location in the Historic District, the Historic District Commission be notified of the application and comments requested.

9:00 John Bergeron disseminated his Committee's most recent draft of the Class VI/ Private Road Policy requested by the Canaan Select Board for discussion at the February 28 Planning Board meeting.

9:10 A motion to adjourn was made by Tom Hudgens, seconded by Joe Frazier and unanimously approved.

Respectfully submitted,

Stephen Ward, Substitute Scribe

Canaan Planning Board
Minutes
February 28, 2008

Members present: Andrew Musz, John Bergeron, Joe Frazier, Tom Hudgens, Chuck Townsend, Steve Ward and Pete Gibson (alt.)

Meeting was opened at 7:00 PM, and Pete Gibson was appointed to fill the seat of Dan Ware for this evening's meeting.

7:01 Steve Ward read the minutes from the last meeting, and a motion was made by Joe Frazier and seconded by Tom Hudgens to accept the minutes as amended. A vote was taken, and the motion was passed unanimously.

7:15 Chairman Musz opened a Public Hearing for an application by Curtis and Caryn Shepard for a building permit on a private road (Hall Road). [As an abutter, Chuck Townsend recused himself from the Hearing.] Chairman Musz informed the Board that notice of a waiver by the Shepards of responsibility for maintenance of the road by the Town of Canaan and of liability for any damages resulting from the use of the road had been recorded at the Grafton County Registry of Deeds. In response to his request for any comments in favor of the application, Erin Darrow, engineer for the Shepards, described the proposed buildings. She stated that the Shepards had met with Canaan Fire Chief William Bellion and agreed to provide access to the property in accordance with NFPA regulations and to furnish fire protection in the form of a cistern, sprinkler system or fire pond. There were no comments against the application. A general comment was then offered by Kurt Gotthardt, President of the Mascoma Water Shed Conservation Council (MWCC), regarding the old road bed that crosses the Bear Pond natural area north of the subject property. Mr. Gotthardt reported that the MWCC is the owner of this Bear Pond property and has a conservation easement enforced by the Upper Valley Land Trust prohibiting wheeled and motorized vehicles on any portion of this property.

There being no further comments, the Public Hearing was closed at 7:28, and a motion was made by John Bergeron and seconded by Tom Hudgens authorizing Chairman Musz to inform the Canaan Select Board by letter that the Planning Board has no objection to the application as long as the NFPA road access and fire protection regulations are complied with. The motion was approved unanimously.

7:30 Chairman Musz opened a Public Hearing for an application by Thomas Valley for a building permit on a private road (also Hall Road). [As an abutter, Charles Townsend recused himself from the Hearing.] Abutters present were Bill Wanner and Caryn Shepard. Speaking in favor of the application, Thomas Valley described the proposed residence and provided a sketch of the property. Mr. Valley informed the Board that he has not yet conferred with Chief Bellion nor has he registered a waiver of responsibility and liability for the Town of Canaan with Grafton County. There were no comments against the application.

There being no further comments, the Public Hearing was closed at 7:40. Chairman Musz observed that the above waiver must be recorded at the County Registry of Deeds. Thereupon, John Bergeron moved that Chairman Musz be authorized to inform the Canaan Select Board by letter that the Planning Board has no objection to the application as long as the requisite NFPA road access and fire protection regulations are complied with. The motion was seconded by Joe Frazier and passed unanimously.

7:50 Chairman Musz explained to the Meeting that the Design Review scheduled for a major subdivision by Mark Dove and Kathleen Stavaski could not be undertaken because one of the abutters, Phil and Patsy Carter, were not noticed. He noted that a Design Review is optional and that the applicants may go directly to a formal application. Erin Darrow, the applicants' engineer, informed the Board that they will renote abutters for a Design Review on March 13.

8:05 John Bergeron presented his committee's latest draft of a Class VI Highway/Private Road Policy for the Town of Canaan. Tom Hudgens conveyed questions asked by the Select Board about Section 11 - Public Hearing, and a lengthy discussion ensued. John offered to incorporate changes to paragraphs b, c, and f reflecting comments by Board members for review at the meeting of March 13.

9:05 Scott Lepine of 169 Turnpike Road addressed the Board regarding Matt Dow's 2006-2 subdivision to request that Mr. Dow complete the project per the plans for the subdivision. Mr. Lepine contended that drainage ditches that were to be extended from the subdivision to Grafton Turnpike actually end at his property greatly increasing the water flow on it. Mr. Dow responded that there was no intention to divert water that had been flowing onto Mr. Lepine's property prior to Dow's purchase of the property that was subdivided. Andrew Musz responded that it is the Planning Board's responsibility to ensure that the road was constructed according to the plans approved by the Board. Consequently, the Board will review the plans that were approved and present its finding at the meeting on March 13.

9:25 A motion to adjourn was made by Steve Ward, seconded by Chuck Townsend and approved unanimously.

Respectfully submitted,

Stephen Ward, Interim Scribe

TOWN OF CANAAN
PLANNING BOARD

PLANNING BOARD MEETING
MARCH 13, 2008

PRESENT: John Bergeron – Vice Chairman, Dan Ware, Charles Townsend, Steve Ward, Joe Frazier.

7:10 Vice Chairman Bergeron calls the meeting to order.

Minutes for the meeting of February 28, 2008, are read. Motion made by Charles Townsend to accept the minutes with minor corrections – second by John Bergeron – motion carries.

Correspondence:

There is a letter from Granite State Electric/National Grid requesting a license to cut brush and renew lines on Codfish Hill and Sawyer Hill Road.

Motion made by Charles Townsend to approve the license for Granite State Electric/National Grid to cut brush and renew lines on Codfish Hill and Sawyer Hill Road – second by Joe Frazier – motion carries.

7:25 Letter received from Erin Darrow stating that her firm, Darrow Engineering, no longer represents Mark Dove and Kathleen Stavaski. A Formal Hearing for a Design Review for Mark Dove and Kathleen Stavaski was scheduled for 7:15. Because there was no agent, no applicant, nor drawings available, Vice Chairman Bergeron dismissed the review as incomplete. Vice Chairman Bergeron stated that Terri Purcell had stated that the Ms. Darrow removed Darrow drawings from the file in the Town office. None of the Planning Board members had seen any subdivision drawings in the file, and Vice Chairman Bergeron stated that the only drawings he saw in the file were wetland permit applications. Jim Miller stated that he believed there was one additional abutter that did not receive formal notice of the design review.

Preliminary Completeness Review for a Final Hearing for a Major Subdivision for Tim Lewis Map I-E Lot 22.
Appears to be complete for a final hearing.

7:45 Scott Lepine vs. Matt Dow

Mr. Lepine wrote a letter to the Board complaining that the Private Road on the Matt Dow Subdivision has created a water problem on his property.

The Board has requested Matt Dow to provide proof that the Private Road was built as specified in the approved plan.

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Matt Dow is present and is represented by Scott Hazelton who provides Maps, Pictures, Road Profiles and Drainage with the water flow before the road was built and after the road was built. Scott provided contour maps before and after the road was built and explained exactly what the design called for and how the road met that criteria.

Motion made by Joe Frazier that based on the photos, plans, maps, and testimony by Scott Hazelton, the road appears to be built in accordance with the approved plan – second by Charles Townsend – motion carries.

8:25 There is a discussion of the latest Class VI Highway/Private Road Policy.

Motion made by Charles Townsend to accept Draft M for presentation to the Select board – second by Dan Ware – motion carries.

8:30 Motion made by Steve Ward to adjourn – second by Charles Townsend – motion carries.

Respectfully Submitted:

Daniel B. Ware

These minutes will become official when voted on at the next meeting.

TOWN OF CANAAN
PLANNING BOARD

PLANNING BOARD MEETING
MARCH 28, 2008

PRESENT: Andrew Musz- Chairman, Dan Ware, John Bergeron – Vice Chairman, Cliff Rubber – alt, Charles Townsend, Tim Lewis – Selectman, Joe Frazier, Peter Gibson- alt.

7:00 Chairman Musz calls the meeting to order and appoints Cliff Rudder to act in place of Steve Ward for the purposes of this meeting.

Minutes for the meeting for March 13, 2008, were read. Motion made by Joe Frazier to accept the minutes as amended – second by Cliff Rudder – motion carries.

Correspondence:

Advertisements

Grafton County Conservation District meeting April 10 in Woodsville.

Local Official Workshop Sugar Hill April 24.

UVLSRPC Land Use Draft meeting April 16, 2008, 6:00PM in Lebanon.

All of this information will be in the blue file in the Town Office.

7:15 Election of Officers:

Dan Ware Nominates Andrew Musz for Chairman – second by Joe Frazier. There are no other nominations.

Charles Townsend nominates John Bergeron for Vice Chairman – second by Joe Frazier. There are no other Nominations.

Secretary to cast one ballot for the slate of officers.

The new Shore Line Protection Act rules go into effect April 1, 2008. Any property within 250 feet of a fourth order or high stream must receive a Shore Land Permit from DES for and excavation, filling or construction if that is done within the 250 foot mark as per RSA 483:B

The Select Board will consider the Class VI/Private Road Policy at its April 4, 2008, meeting. They have requested that some representation from Planning Board be present.

The Planning Board will discuss Zoning at the May 8, 2008, meeting with as many people as can be assembled. There will be some changes made to the current Zoning proposal and the hope is to get people that have apposed zoning to come to solicit their input.

Cliff Rudder would like to have a Public Awareness both at Old Home Days. The plan would be to have representatives of all boards on hand to explain to people what each board does and how to access it various functions of town government.

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8:30 Motion made by Joe Frazier to adjourn – second by Charles Townsend – motion carries.

Next meeting will be April 10, 2008.

Respectfully Submitted:

Daniel B. Ware

These minutes will become official when voted on at the next meeting

TOWN OF CANAAN
PLANNING BOARD

PLANNING BOARD MEETING
APRIL 10, 2008

PRESENT: Andrew Musz – Chairman, John Bergeron – Vice Chairman, Steve Ward, Tim Lewis – Selectman, Dan Ware, Cliff Rudder – alt, Peter Gibson – alt, Charles Townsend

7:06 Chairman Musz calls the meeting to order and appoints Peter Gibson to act in place of Joe Frazier for the purposes of this meeting.

Minutes for the meeting of March 28, 2008, are read. Motion made by Charles Townsend to accept the minutes as amended – second by Steve Ward – motion carries.

Correspondence:

Advertisements

Vital Communities News Letter

Letter from Charles Hutchinson concerning a Subdivision done in 2003 Map I-D Lot 31 on Canaan Street. AT the time of the subdivision the Board required that Moss Flower Lane be brought up to Planning Board Regulations or a 50 ft. right of way be put on the original lot. The choice was to put a right of way on the lot. After the sale of the property the right of way was reverted back to the purchaser and a right of way was obtained for Moss Flower Lane. The Boards position is that the approved plan has been changed without approval of the Board. The Board has requested through Tim Lewis that the Select board require that the approved plan be followed or a new plan be submitted to the Board.

7:35 Final Completeness Review for a Minor Subdivision for Timothy & Michelle Lewis Map 9 Lot 71-1.
Motion made by Dan Ware to accept the plan as complete – second by John Bergeron – motion carries.

Chairman Musz opens the Public Hearing for a Minor Subdivision for Timothy & Michelle Lewis Map 9 Lot 71-1 with Alan Wilson representing Mr. Lewis in accordance with RSA 646:4.

Abutters Present: None

This is Map 9 Lot 71.1 with a plan to split into two lots of 7.29 acres and 5.10 acres and annex part of one of these lots to another lot. The Board questions the drive ways/private roads that go down each side of these lots as they come off Fernwood Farms Road. After much discussion Chairman Musz continues the hearing until April 24, 2008 at 7:30.

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Preliminary Completeness Review for LeeAnn P. Lucia Map 16 Lot 23 for a Minor Subdivision on South Road and Abbott Road.
Appears to be complete for a Public Hearing May 8, 2008, at 7:30.

Next meeting will be April 24, 2008.

Motion made by Charles Townsend to adjourn – second by Steve Ward – motion carries.

Respectfully Submitted

Daniel B. Ware

These minutes will become official when voted on at the next meeting.

TOWN OF CANAAN
PLANNING BOARD

PLANNING BOARD MEETING
APRIL 24, 2008

PRESENT: John Bergeron – Vice Chairman, Tim Lewis – Selectman, Dan Ware, Steve Ward, Joe Frazier, Charles Townsend

7:00 Vice Chairman Bergeron calls the meeting to order.

Minutes for the meeting of April 10, 2008, are read.

Motion made by Steve Ward to accept the minutes as amended – second by Charles Townsend – motion carries.

Correspondence:

There is a letter from Charles Hutchinson concerning Moss Flower Lane in that has been closed and he feels that needs to be addressed.

The Library provided a poster about the Friends of Canaan Library.

7:45 Vice Chairman Bergeron opens the continued hearing for Timothy and Michelle Lewis for a Minor Subdivision on Fernwood Farms Rd., Map 9 Lot 711-1 in accordance with RSA 646:4.

Tim Lewis recues himself from the hearing.

Abutters Present:

David Skewes

The plan is to make two lots from one 15.48 acre lot.

Lot 71-1 would become 5.1 acres, Lot 71-2 would become 7.29 acres and 3.09 acres would be annexed to Lot 9-69. There was some discussion about the amount of dwellings on each drive way. Mr. Lewis states that there will only two users per drive way by May 19, 2008. Vice Chairman continues the hearing until 7:15 on May 22, 2008.

Vice Chairman Bergeron requests that the zoning meeting be changed to May 22, 2008.

8:10 Motion made by Charles Townsend to adjourn – second by Steve Ward – motion carries.

Next meeting May 8, 2008.

Respectfully Submitted:

Daniel B. Ware

These minutes will become official when voted on at the next meeting

TOWN OF CANAAN
PLANNING BOARD

PLANNING BOARD MEETING
MAY 8, 2008

PRESENT: Andrew Musz – Chairman, Tim Lewis – Selectman, Dan Ware, Cliff Rudder – Alt., Steve Ward, Joe Frazier, Peter Gibson – Alt.

7:00 Chairman Musz calls the meeting to order and appoints Cliff Rudder to act in place of John Bergeron for the purposes of this meeting.

Minutes of the April 24, 2008, meeting were read.

Motion made by Charles Townsend to accept the minutes as amended – second by Steve Ward – motion carries.

Correspondence:

Several advertisements were received.

Local Government Center Conference will be held in November, 2008.

There is a letter from Jeff Taylor and associates advertising their availability for planning projects etc.

CIP first meeting will be in June of 2008.

Preliminary Completeness Review for Raven Rock Properties LLC.

This is a Minor Subdivision Map 4 Lot 16 on West Farms Road.

Three lots from 21.70 acres. Lot 1 = 5.51 acres, Lot 2 = 5.0 acres and Lot 3 = 11.18 acres.

Appears to be complete for a hearing on May 22, 2008, at 7:15 for 15 minutes.

7:15 Jeffery Rogers is in for a Building Permit Review on Sands of Time Road (private road) Map IG Lot 84. The Board looks over the paper work for the application.

7:30 Chairman Musz opens the Public Hearing for a Building Permit Review for Jeffery Rogers on a Private Road (Sands of Time Road) Map IG Lot 84 in accordance with RSA 646:4.

Abutters present:

Mr. & Mrs. Garipay

Mr. Moran

There is a copy of a letter from DES concerning laws that do not apply until July, 2008. There is concern that the septic permit has expired.

There is a copy of a complaint sent to DES and the response from DES.

There is a fifty page pdf email from Montgomery with his opposition to any building permits on Sands of Time Road.

Joan Garipee has provided a list of conditions she would like to see included in any approval. The list will be in the file.

TOWN OF CANAAN
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- 7:50 Due to several items required on the application that are not available
Chairman Musz continues the hearing until May 22, 2008, at 7:30
- 7:51 Final Completeness Review Lee Ann P. Lucia for a Minor Subdivision Map
16 Lot 23 on South Road and Abbott Road. Chairman Musz steps aside
for this Hearing and Joe Frazier acts in his place.
Motion made by Dan Ware to accept application as complete – second by
Steve Ward – motion carries.
- 7:59 Joe Frazier opens the Public Hearing for a Minor Subdivision for Lee Ann
P. Lucia Map 16 Lot 23 on South Road and Abbott Road in accordance
with RSA 646:4.
Abutters present:
Mr. and Mrs. Cummings
Scott Sanborn is representing.
This is a 41.5 acre lot that will become two lots. Lot 1 will be 28.74 acres
and Lot 2 will become 12.80 acres.
- 8:15 Joe Frazier closes the Public Hearing.
Motion made by Cliff Rudder to approve the plan as presented – second
by Charles Townsend – motion carries.
- 8:16 The Board discusses possible changes to the proposed Zoning
Ordinance. After considerable discussion the consensus of the board is
that we do not feel compelled to place this of the ballot for 2009. Joe
Frazier will try to get some space in the Library to place some material for
people to look over to help them understand what is in the ordinance. The
board has also requested the Select Board to allow the Planning Board to
have the opportunity to review and comment on all Commercial Building
Permits. Chairman Musz will write a letter to the Select Board with such a
request.
- 9:30 Motion made by Cliff Rudder to adjourn – second by Tim Lewis – motion
carries.

Respectfully Submitted:

Daniel B. Ware

These will become official when voted at the next meeting.

TOWN OF CANAAN
PLANNING BOARD

PLANNING BOARD MEETING
MAY 22, 2008

PRESENT: Andrew Musz – Chairman, Dan Ware, Tim Lewis – Selectman, John Bergeron – Vice Chairman, Joe Frazier, Peter Gibson – Alt, Charles Townsend

7:00 Chairman Musz calls the meeting to order and appoints Peter Gibson to act in place of Steve Ward for the purposes of this meeting.

Minutes of the May 8, 2008, meeting were read. Motion made by Charles Townsend to accept the minutes as amended – second by Tim Lewis – motion carries.

Correspondence:

None

Chairman Musz reported that the letter to the Select Board concerning Commercial Building Permits had been sent.

Tim Lewis reported that the Select Board passed to motion to send all Commercial Building Permits to the Planning Board for their review.

Dan Ware reports that the first CIP meeting will be June 9, 2008, at 7:00 PM.

7:15 Final Completeness Review for Raven Rock Properties, LLC for a Minor Subdivision on West Farms Road, Map 4 Lot 14 for three lots. Agent for the applicant left the Drive Way Permit in the Town Office.
Motion made by Dan Ware to accept the application as complete – second by Charles Townsend – motion carries.

7:18 Chairman Musz opens the Public Hearing for Raven Rock Properties, LLC for a Minor Subdivision (three lots) in accordance with RSA 646:4 with Scott Sanborn representing.

Abutters:

Jane Wilson

This is Map 4 Lot 14 on West Farms Road that is 21.70 acres and will become three lots with Lot 1 being 5.51 acres and Lot 2 being 5.0 acres with Lot 3 being 11.18 acres.

Jane Wilson presents a letter with some pictures of damage of West Farms Road where a logging truck had gotten stuck May 21, 2008. This letter was passed along to the Select Board.

7:30 Chairman Musz closes the Public Hearing for Raven Rock Properties, LLC.
Motion made by Dan Ware to accept the plan as presented – second by John Bergeron – motion carries.

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- 7:32 Chairman Musz opens the continued hearing from May 8, 2008, for Jeffery Rogers for a Building Permit (Private Road) Sands of Time Road in accordance with RSA 646:4. There is no one to represent the applicant.
Abutters Present:
Joan Garipay
Mr. Morin
There is a letter from Joan Garipay that will be in the file.
There is a letter from the Fire Chief to the Fire Marshall requesting guidance, there has not been a response to this letter now in file.
This hearing was continued because there were documents and permits not available at the first hearing and not available for this hearing.
- 8:00 Chairman closes the hearing and Tables the discussion.
- 8:05 Chairman opens the continued hearing from April 24, 2008, for Timothy G. and Michelle A. Lewis for a Minor Subdivision Fernwood Farms Road Map 9 Lot 71-1 in accordance with RSA 646:4.
Abutters Present:
David Skewes
This is to make one 15.48 acre lot into Lot 71-1 at 5.1 acres, Lot 71-2 at 7.29 acres and annexing 3.09 acres to Lot 9-69. The plans provided still has not been upgraded to what was decided at the April 24,2008, hearing.
After discussion about how this will all look at the final results Chairman Musz continues the hearing to June 26, 2008, at 7:45 for 15 minutes.
- 8:50 Motion made by Tim Lewis to adjourn – second by Dan Ware – motion carries.

Next meeting will be June 12, 2008.

Respectfully Submitted:

Daniel B. Ware

These minutes will become official when voted on at the next meeting.

TOWN OF CANAAN
PLANNING BOARD

PLANNING BOARD MEETING
JUNE 12, 2008,

PRESENT: John Bergeron – Vice Chairman, Tim Lewis – Selectman, Dan Ware,
Andrew Musz – Chairman, Steve Ward

7:00 Chairman Musz calls the meeting to order.
Minutes for the meeting of May 22, 2008, were read.
Motion made by John Bergeron to accept the minutes as amended –
second by Steve Ward – motion carries.

Discussion on the Rogers Building Permit (Private Road) Sands of Time
Road. The Board has closed the hearing and still has not received a
completed application.

Preliminary Completeness Review for Frank & Lara Smith Map 10 Lot 8
for a Minor Subdivision on Gore Road and Clark Pond Road. This is 28.3
acres that will become two lots with Lot 8 being 16.5 acres and Lot 8.2
being 11.8 acres. Appears to be complete for a Public Hearing on July 10,
2008, at 7:15 for fifteen minutes with a request from the Board for a copy
of driveway permits.

Tim Lewis will look into the Hutchinson Subdivision now Treadwell for
usage of the approved right of way access as described on the approved
map.

Chairman Musz reports that the Board received a Dredge and Fill Permit
from DES for the bridge on River Road.

John Bergeron would like to talk about the proposed Planning Board
Booth at Old Home Days.

Dan Ware reports that the CIP Committee did meet June 9, 2008, and will
meet the second and fourth Monday through the month of August.

8:38 Motion made by Steve Ward to adjourn – second by John Bergeron –
motion carries.

Next meeting will be June 26, 2008.

Respectfully Submitted:

Daniel B. Ware

Canaan Planning Board
Minutes
Meeting of August 14, 2008

Members present: Andrew Musz, John Bergeron, Joe Frazier, Tim Lewis, Chuck Townsend, Pete Gibson (alt).

Meeting was opened at 7:05. Pete Gibson was appointed to fill the seat of Steve Ward.

The minutes from the last meeting were not available. Reading of the July 24th minutes was tabled until the next meeting.

Correspondence:

- Notice of Fall Planning and Zoning Conference received; Oct 25, 8:00-3:30, Mountain Club, Lincoln, NH.
- Notice received from Register of Deeds—Beginning July 1st, any time a plan is recorded at the registry it will need to be accompanied by a separate \$25 check, payable to Grafton County Registry of Deeds, to go to LCHIP funding.

7:15 Ed Labrie – Merger of Map 10 Lot 21 with Map 10 Lot 15:

Lots on opposite sides of the road are to be merged into a single lot. Discussion concerns implications of merger on taxes, since both sides are under Current Use. Motion was made to accept the merger as presented (Chuck Townsend), seconded (Joe Frazier) and passed.

7:25 Other Business:

Andy Musz reports that three months ago the Fire Chief sent a request to the State Fire Marshall for a variance on fire safety regulations for a lot on Sands O' Time Rd. The variance would approve construction of a house with fire sprinkler system in lieu of upgrading the road to current fire safety standards. After three months no response has come from the Fire Marshall. The applicant has neither completed his application nor pursued resolution of the request.

7:40 Preliminary Completeness Reviews of filed subdivision applications:

Ernie Labombard – Subdivision of Map 3 Lot 44-12. Request is to create two lots, of 4.07 ac and 1.01 ac from this lot on private Wolfson Spring Road. It was noted that a building permit on the back lot would need to come to the Planning Board, and the Fire Chief would need to approve the driveway. The application appears to be complete for a hearing and a hearing was scheduled for August 28 at 7:15.

8:15 Committee Reports:

No reports

8:20 A motion to adjourn was made by Chuck Townsend, seconded by Joe Frazier and unanimously approved.

Respectfully submitted,

Chuck Townsend, Substitute Scribe

Canaan Planning Board
Minutes
Meeting of August 28, 2008

Members present: Andrew Musz, Joe Frazier, Steve Ward, Chuck Townsend

Meeting was opened at 7:05.

The minutes from the last meeting were read. Motion to accept as written was made by Steve Ward, seconded by Joe Frazier and approved.

Correspondence:

- New Hampshire Land Surveyors wrote reminding the board that only licensed surveyors can determine boundaries, not engineers, as specified in RSA 310-A:74.
- Notice received of the Municipal Law Series. The following three lectures will be repeated at various dates and locations, beginning Sept 17:
 - Land Use Legislation 2008
 - Effective Use of Code Enforcement Tools
 - Revised Comprehensive Shoreline Protection Act.

7:15 Final Completeness Reviews of subdivision application from Ernie Labombard – Subdivision of Map 3 Lot 44-12. Request is to create two lots, of 4.07 ac and 1.01 ac from this lot on private Wolfson Spring Road. Voted to accept plan as complete for hearing.

Public Hearing opened. Scott Sanborn was present on behalf of the owner. No other members of the public were present. Scott presented a description of the project. DES approval of the subdivision has not yet been received, but Scott believes that the lot meets requirements.

7:25 Hearing closed. A motion was made by Chuck Townsend to accept the subdivision with the note that subdivision approval does not grant or declare that a building permit may be obtained, aconditional on receipt of state subdivision approval, with authorization to the chair to sign on receipt of that approval. Second was from Joe Frazier, and the motion passed.

Committee Reports:

CIP meeting scheduled for Monday the 11th was cancelled and rescheduled for Sept 15.

7:48 Motion to adjourn made by Chuck with second from Steve – passed.

Respectfully submitted,

Chuck Townsend, Substitute Scribe

Canaan Planning Board
Minutes
Meeting of September 11, 2008

Members present: Andrew Musz, John Bergeron , Steve Ward, Chuck Townsend, Tim Lewis

Meeting was opened at 7:05.

The minutes from the last meeting were read. Motion to accept as written was made by John Bergeron, seconded by Steve Ward and unanimously approved as read.

Correspondence:

- UVLSRPC – Regional Listening Sessions to determine services are scheduled from Sept. 23 through Oct. 2.
- Keene State College – Workshop on Landscaping on the Water’s Edge will meet Oct. 8 and Oct 15
- UVLSRPC – Personnel Committee Meeting will be on Sept. 22 at 6:00.

7:15 Preliminary Completeness Reviews

Annexation/Boundary line adjustment – Edge of Map 15A Lot 75 to be annexed to Robinson Fogarty property Map 15A Lot 74. After review John Bergeron made a motion to judge the application complete for a public hearing, with second by Steve Ward. Motion passed and scheduled for Sept 25th at a time to be determined.

Minor Subdivision – Gary Rock property at Map 6 Lot 121, 3.3 acres, to be divided into a front lot of 1.54 acres with a common drive and a right-of-way to a 1.70 acre back lot. After review Chuck Townsend made a motion to judge the application complete for a public hearing, with a second from John Bergeron. Motion passed and hearing will be scheduled for first meeting in October at a time to be determined.

Major Subdivision – Shuttleworth Farm (FKA DUV) property at Map 12 Lot 44. All lots under 5 acres have received State approval. After review John Bergeron made a motion to judge the application complete for a public hearing, with second by Steve Ward. Motion passed and scheduled for Oct 9th at a time to be determined.

8:05 Motion to adjourn made by Chuck with second from Tim – passed.

Respectfully submitted,

Chuck Townsend, Substitute Scribe

Canaan Planning Board
Meeting of October 9, 2008

Members present: Andrew Musz, John Bergeron, Tim Lewis, Chuck Townsend. Andy appointed Pete Gibson (alternate) to fill Steve Ward's seat.

Meeting was opened at 7:03.

The minutes from the last meeting were read. Motion to accept as corrected was made by John Bergeron, seconded by Tim Lewis and unanimously approved.

Correspondence:

- Grafton County Conservation District announcement – Soil Conservation Workshop
- NHDES – Water Plan Survey
- Certified letter returned unclaimed – Letter addressed to Richard Schatz
- Local Government Center – “Preparing for a Successful Town Meeting”

7:15 Final Completeness Review:

Shuttleworth Farm (DUV) Major Subdivision – creation of 11 lots ranging in size from 2 to 112 acres from 174 acre property.

Andy Musz reviewed completeness checklist. DoT Driveway permit requested but not returned. Road disturbance is less than 100,00 sq ft, so no site-specific review is needed. Applicant believes that no shoreland permit is needed because the application has been at the state for over a year and subdivision permit issued in September does not note need for a shoreland permit. John Bergeron moved that the application appears complete enough to begin public hearing. Tim Lewis seconded the motion and it passed unanimously.

7:25 Public hearing opened.

Peter Blakeman was present representing DUV Enterprises. No abutters were present. The road is planned to be 1685 feet with a maximum 9% grade, ending in a hammerhead. Four treatment swales are proposed to drain road runoff. Peter Blakeman was advised that the fire chief will need to review use of a hammerhead in place of a loop turn. He was also advised that the road could be built and certified by an engineer before signing of the Mylar. Alternatively the Mylar could be signed based on DUV's posting of a construction bond. Planning Board members may go out to take a look at the subdivision. The PB specified that the final plan should show a line 250 feet from the Indian River and should be accompanied by a letter from the fire chief and the DoT permit. The hearing was closed.

7:50 Completeness review:

Gary Rocke – Minor subdivision – creation of two lots at Map 6 Lot 121.

John Bergeron moved that the application appears complete enough to begin public hearing. Tim Lewis seconded the motion and it passed unanimously.

8:00 Public hearing opened.

Applicant was not present or represented. Abutter David Marcotte was present.

There being no explanation supporting the application the hearing was continued until Oct. 23rd at 7:30.

8:05 Other business:

John Bergeron noted new information that any change of the footprint or the ridgeline of a building requires submission of a new application for septic approval.

8:20 Motion to adjourn made by Chuck Townsend with second from Tim Lewis – passed.

Respectfully submitted,

Chuck Townsend, Substitute Scribe

Canaan Planning Board
Approved Minutes
Meeting of November 13, 2008

Members present: Andrew Musz, John Bergeron, Chuck Townsend, and Steve Ward. Andrew appointed Pete Gibson (alternate) to fill Dan Ware's seat.

Meeting was opened at 7:03.

Andrew Musz read the minutes from the last meeting. Motion to accept as read was made by Steve Ward, seconded by John Bergeron and unanimously approved.

Correspondence:

- American Planning Association literature soliciting membership

7:10 Final Completeness Review:

Charles and Mary Vella — Subdivision of Ibey Road Map 7, Lot 51, Sublot 2; major subdivision creating two lots. Andrew Musz reviewed the completeness checklist. John Bergeron made the motion that we consider the application sufficiently complete to hold a public hearing. Steve Ward provided a second and it was unanimously approved.

7:15 Hearing opened. Scott Sanborn was present to speak on behalf of the Vellas. Jason Jones, an abutter was also present.

The application was treated as a major subdivision only because the parcel is part of a recent previous subdivision. It was noted that a culvert would be required on the driveway, and that the road agent has not yet approved a driveway permit. Jason Jones had no concerns about the subdivision.

7:20 Public hearing closed. John Bergeron made the motion that the application for subdivision be approved conditional on receipt of a driveway permit. Pete Gibson provided a second and the subdivision was unanimously approved.

7:25 Preliminary completeness review:

Chick Henry — Subdivision and annexation of Map 15 Lot 40A; adding subdivided parcel to the raceway property.

State subdivision approval was pending. The application was judged sufficiently complete for scheduling of a hearing. The hearing was scheduled for Dec. 11 at 7:30.

7:40 Motion to adjourn made by Chuck Townsend with second from John Bergeron – passed.

Respectfully submitted,

Chuck Townsend, Substitute Scribe

Canaan Planning Board
Approved Minutes
Meeting of December 11, 2008

Meeting was opened at 6:35.

Members present: Andrew Musz, Joe Frazier, Chuck Townsend, and Tim Lewis. Andrew appointed Pete Gibson (alternate) to fill Dan Ware's seat.

Chuck Townsend read the minutes from the last meeting. Motion to accept as read was made by Pete Gibson, seconded by Andrew Musz and unanimously approved.

Correspondence:

- Holden Engineering – Letter describing services
- Jeff Potter – Two letters regarding completion of Island Road
- UVLSRPC – Autumn Newsletter
- DES – Letter regarding Mark Dove's (Inn on Canaan Street) property. Minimum impact expedited approval was denied because additional information requested was not supplied by Dove.

6:40 Preliminary Completeness Review:

Scott and Jillian Reed — Minor Subdivision, creation of two lots on River Road, Map 3 Lot 44-2. Andrew Musz reviewed the completeness checklist. The application was sufficiently complete to hold a public hearing, scheduled for Jan. 8, 2009 at 7:15.

6:46 Discussion of Philip Ferneau complaint re cutting trees on a scenic road. The planning board is the implementing entity for changes on a scenic road. Tim Lewis spoke with Robert Scott, Road Agent, and was assured that in the future the road agent will prepare a work list for work along scenic roads and will bring proposed work before the planning board for a public hearing. Andrew will write a letter to the select board with copies to the road agent and Philip Ferneau stating that the planning board is charged with implementing the scenic road statute and will expect to be notified prior to any work that will impact a scenic road.

7:15 Discussion of Gordon Kreh project on west side of Goose Pond. Two letters have been received from Jeff Potter. The first stated that Island Road had been completed to "reasonable conformance" to the design intent. The second, in response to a planning board inquiry, explained why and how the term is used. Chuck Townsend moved that we authorize Andrew Musz to accept the letter as evidence that the road has been satisfactorily completed. The motion received a second from Joe Frazier and was adopted. Andrew will determine what if any additional documentation is needed to accept Island Road as suitable for development.

7:28 Final Completeness Review:

Chick Henry – Minor Subdivision/Boundary Line Adjustment on Orange Road, Map 15 Lot 40A. Chuck Townsend made the motion to declare the application complete for a public hearing. Second was from Joe Frazier and the motion was passed.

7:34 Public Hearing opened. Owner Chick Henry was present. Ellen Woodward was present as an abutter. Chick Henry spoke explaining the plan.

7:38 Public Hearing closed. Pete Gibson made a motion to approve the subdivision/boundary line adjustment as presented. Tim Lewis seconded the motion and it was unanimously approved.

8:03 Motion to adjourn was made by Tim Lewis with second from Joe Frazier and passed.

Respectfully submitted,

Chuck Townsend, Acting Scribe