



Home of Waterville Valley Resort

WATERVILLE VALLEY PLANNING BOARD
Summary of the Minutes for the
Regular Planning Board Meeting
Held on Thursday January 12, 2017 at 8:00 am
FINAL

- **Chairman Terry Waite called the meeting to order at 8:00 am**
- **Roll Call and seating of alternates**
 - Full members in attendance: Chairman Terry Waite, Wendi Rathgeber, Nancy Knight, Richard Rita, Cheryl Saenger, John Recine, Ex-Officio Bill Larsen
 - Alternate Members in Attendance: Ray Kucharski, Cyndy Piekos
 - Members Absent:
 - Alternate Members Absent:
 - Alternates Seated: Cyndy Piekos (unseated when Ms. Knight arrived)
 - Public in Attendance: Carolyn Martin (Wig Wag representative)
- **Review and Acceptance of Minutes from December 8, 2016 Meeting**
 - Mr. Larsen made a motion to accept the regular meeting minutes of December 8, 2016 with amendments.
 - Motion seconded by Ms. Rathgeber
 - Motion carried by unanimous vote
- **NEW BUSINESS**
 - NONE
- **OLD BUSINESS**
- **Review and discuss budget for North Country Council's assistance with Zoning Ordinance.**
 - Mark Decoteau said they have the estimate from Tara for \$10,000 for the entire year (2017) to do remaining changes. The budget, at the time of the meeting, does not include that number.
 - Mr. Waite said this has nothing to do with what they have already done, and Mark responded that was already taken care of; and they still want to review sign ordinance changes in more detail before making a final decision on changes.
 - The parking, which came up as part of a discussion, was also something they didn't want to tackle right away due to it being a complicated subject.
 - Discussion on the annual \$3,500 allowance.

- Mr. Larsen said the advantage to using North Country Council is their ability to help them know what other towns have done. They (the planning board) have a set of rules that they apply but after the fact the result is not enough parking or too much parking. They need to know how to revise those. It's a matter of wording.
 - The overall town budget (as requested by Mr. Rita) is \$2.9 million. Mr. Rita said he feels \$10,000 is a small amount out of a \$2.9 million dollar budget.
 - Mr. Waite asked what the next step would be. Mr. Larsen answered they need to go before the Select Board. Mark asked if the \$10,000 would be in addition to the \$3,500 and the board answered yes.
 - Mr. Larsen said the Select Board has a final budget hearing on Monday and a decision would be made then.
 - Mr. Waite reiterated that it is the consensus of the planning board that Mr. Larsen inform the Select Board the planning board wishes to request \$10,000 for assistance from the North Country Council with the review and rewording of the regulations.
- **Shared Parking; Restricted Parking**
 - This item is tabled but will be left on Old Business for future discussion.
- **Phased Subdivision Review Process**
 - Mr. Waite reported he had gotten the impression the necessary information regarding the phased subdivision process is there. It's a matter of studying the wording. Mr. Waite would prefer to drop this item.
 - Discussion on rewording the "header" of the paragraph regarding phased subdivision.
 - Mr. Larsen is concerned about lot line adjustments/setbacks when a developer approaches them on other phases. Mr. Waite answered they have to look at each phase as if it were the only phase.
 - Discussion regarding phases and lot line adjustments.
 - Mr. Waite asked if they change the wording in the regulations or do they depend on the board to deal with situations like that. Mark Decoteau suggested contingent language be included in approvals. Don't make it specific to just the lot line, include a note they make sure approvals require contingent language.
 - Ms. Rathgeber leaves the meeting at 8:45; Ms. Piekos is reseated.
 - Mr. Kucharski asked about Forest Knoll and how they worked adding buildings. Mark answered they have separate associations.
 - Mr. Waite read the paragraph dealing with phased subdivisions. The developer would have to show, on phase 1, the proper setbacks. The lines for the second phase would have to be shown. This would make the planning board aware of where lot line adjustments would be made. Paragraph F could be reworded "phased partial subdivision process" to show it is a process.

- Mark suggested adding the wording change at the next meeting via public hearing, under old business. Regulations changes require a public hearing
- Mr. Waite said to add to the February 2017 Planning Board meeting agenda, under Old Business: "Subdivision Regulations Article V, Paragraph F, Phased or Partial Subdivision; include the word "process".
- Discussion on lot line adjustment and condominium documents.
- Mr. Waite said he will come up with official wording for the new titling.

- **COMMITTEE REPORTS**

- Mark reports the town did not receive the TAP grant. The town is still waiting to hear about the Our Town grant. Mark explained the difference between the two grants. TAP is a transportation grant for trails around the pond and out by the golf course. Our Town grant is signage and some trail improvements. The town is still in the running for the Our Town grant. There are still plans for this to be a separate warrant article.

- **On-going Request for Conservation Commission Planning Board Ex-Officio)**

- Mr. Recine requested the call for members be continued as the Conservation Commission did hold a meeting.
- Mark suggested Mr. Waite send a letter to Mr. Olarsch to attend the February meeting.

- **Public Hearing January 19th, 2017 for zoning ordinances amendments**

- Mr. Waite reminded the Planning Board about the upcoming Public Hearing. Ms. Piekos requested a reminder be sent to the board members.
- Discussion on CIP meeting (Monday, January 16th).

- **COMMUNICATIONS**

- John Recine asked Mark about some sidewalks that aren't being plowed. Mark responds some are too narrow for the sidewalk equipment. The one Mr. Recine is asking about is one of them (behind Black Bear Lodge).
- When this sidewalk is maintained it still remains unused. Mark will talk to Jim about widening the sidewalk (pushing snow over further).
- Mark commented about people not using sidewalks; they walk in the road. During a recent snowstorm plow drivers had to follow groups of people using the road rather than the sidewalks.
- During the meeting Ms. Knight received a text message from Chris Bierbrier, a Waterville Valley resident, concerning the funding request for assistance from the North Country Council.
- Text conversation as follows:
- Chris Bierbrier texted "Watching planning and have concerns statements regarding burying the \$10,000 so voters don't know the amount to assist parking issue. This is a public meeting allocating public money. Voters need to be able to ask questions regarding this issue. I would urge the

board to reconsider and be prepared to explain the need beyond the \$90,000 already used for the pedestrian project. I am not suggesting it isn't warranted but rather you all need to be informed and comfortable with explaining the rationale to voters. Frankly I am not sure it is legal, as a member of a town committee, to suggest burying such a request. Please share this with your committee as you feel appropriate. I also know a transportation consultant.

- Ms. Knight's response to the text "Burying was not the best choice of wording. Putting this relatively small amount in the budget to assist the voluntary planning board deal administratively with adequately writing our technical state-mandated regulations, on a topic that eats up so much of our time, and has been unresolved and needs resolving for so long is, I believe, wholly appropriate.
- Ms. Bierbrier's answer by text "Again I am not suggesting it shouldn't be allocated but folks should know you need the funds and why"
- Discussion on how the board deals with comments that come in from outside of a meeting (via phone or text). There is a standard operating procedures manual for the board. They should be reviewed and updated on how to handle electronic questions/comments.
- Mr. Larsen said to clarify it is the Select Board's decision as to whether they will support the North Country Council funding, also where to fund it from. They can put it in the budget or do a special warrant funding.
- Mark said they could highlight the amount at the public hearing in the overall budget.
- Mr. Larsen responded the history has been people do not attend budget hearings so they don't get a lot of discussion. People could come and make comments. He will share Ms. Bierbrier's comment to the Select Board.

- **TICKLER FILES**

- Research on lighting
- C1 Density; Shared Parking; Restricted Parking; Extension of Boulder Path
- One meeting/month for public hearing/applications; second work session for other items.

- **Adjournment**

Mr. Larsen made a motion to adjourn the meeting at 9:20 am

Ms. Knight seconded the motion

All in favor

Respectfully submitted,

Mary Pelchat

Planning Board Assistant

Waterville Valley Town Office