



Home of Waterville Valley Resort

WATERVILLE VALLEY PLANNING BOARD
Summary of the Minutes for the
Regular Planning Board Meeting
Held on Thursday July 13, 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, Richard Rita, John Recine, Nancy Knight, Wendi Rathgeber, Cyndy Piekos
 - Alternate Members in Attendance:
 - Members Absent: Bill Larson Ex-Officio
 - Alternate Members Absent:
 - Alternates Seated:
 - Public in Attendance: Janet Carlisle (Wig Wag representative), David Dean (Planning Developer for Waterville Valley Resort)
- **Review and Acceptance of Minutes from June 8 , 2017 Meeting**
 - Ms. Rathgeber made a motion to accept the regular meeting minutes of June 8, 2017 with amendments.
 - Motion seconded by Ms. Knight
 - Motion carried by unanimous vote.
- **PUBLIC HEARING**
 - **SKATEBOARD PARK PUBLIC HEARING REOPENED 8:15 AM**
 - David Dean presented the board with the previously requested information. Maintenance/Oversight plan along with requested photos of the skateboard park.
 - Mr. Waite mentioned the location on the plan was incorrect. The map has been changed and shared with the board. The requested letters, regarding easement, have also been received.
 - Mr. Dean said Snowy Owl and Black Bear letters have been submitted. Regarding the map – there was a “bust” in the drawing. The drawing, included in the original application, which depicted the location of the skateboard park was incorrect. The park is not located on the easement. There is an easement dedicated to Town Square. It is 100% Town Square. The easement has nothing to do with Black Bear or Snowy Owl Inn. The skateboard park is located within the Town Square easement. The map, then shared with the board, showed the correct placement of the skateboard park.
 - Mr. Waite read the Maintenance/Oversite Plan.
 - Mr. Waite asked Mr. Dean about their landscaping plan. Mark Decoteau answered landscaping fits in with the physical plan. Trees had been planted years ago as

requested during one of the former temporary approvals. Some of the trees have died and the remaining ones are much larger.

- Mr. Waite made a motion: "Whereas the skateboard park is an allowed use; whereas it sits on land encumbered by parking easements; whereas Waterville Resort is the only easement holder; whereas the skateboard park owner agrees to the conditions of this approval; that on the condition the skateboard park owner agrees that any time the planning board determines the land on which the skateboard park now sits is needed for parking this approval is revoked; and on the direction of the selectmen to do so the skateboard park owner will remove the facility and restore the site to its condition at the time the skateboard park was originally installed; and that on the condition the planning board may revoke the approval *if safety and general appearance are not being maintained; and on the condition that the repairs listed in the approval be accomplished by forty-five (45) calendar days that the application, as amended, be approved.
- Mr. Waite asked the board if they had any further discussion.
- Ms. Knight suggested rolling the time frame back to thirty days, as suggested by Mr. Dean. Ms. Rathgeber stated her agreement on this amendment to the motion.
- Ms. Piekos asked about the original landscape plan. Mr. Decoteau responded the original landscape plan called for shrubbery and trees, which are now grown or dead. The trees are located in the islands between the parking lots.
- Mr. Waite asked if they want to add a condition that the landscaping be brought back to its original condition. General appearance, as noted in the motion, should cover this. Mr. Decoteau added the zoning ordinance covers general appearance, as it does for all properties in town.
- Mr. Waite amended his motion to read (in part) *"**Safety, landscaping and general appearance are not maintained**".
- Discussion on statement regarding removing a structure.
- Ms. Rathgeber seconded the motion; Mr. Waite **closed the public hearing at 8:45 am.**
- All Planning Board members voted in favor of the application, with amended conditions.
 - Ms. Rathgeber – aye
 - Ms. Piekos – aye
 - Ms. Knight – aye
 - Mr. Recine – aye
 - Mr. Waite – aye
 - Mr. Rita – aye
- The application, as amended with conditions, was approved.

○ **NEW BUSINESS**

- Review on signs.
- Mr. Larsen was unable to attend the planning board meeting.
- Mr. Waite asked to have Mr. Larsen email the planning board members his sign review for an email discussion. This way the board members will have the information they need in time for a discussion at the August meeting.

○ **OLD BUSINESS**

• **North Country Council contract**

- Mr. Waite updated the board about the workshop that was held and attended by himself and Ms. Piekos.
- Ms. Bamford (North Country Council) also attended the workshop. The workshop covered what she was expected to do as part of the agreement. She is going to solidify the Scope of Work and put together items to be addressed.
- Mr. Decoteau read what the Planning and Technical Services Contract between the Town of Waterville Valley and North Country Council will cover.
- The planning board would like to amend #1 Scope of Work, item #1 to include Site Plan Review Regulations. Line to read *Facilitate two Planning Board workshops focusing on potential zoning and Site Plan Review Regulations changes.....*
- Mr. Waite made a motion to accept the contract with North Country Council with the amendment in Section 1, Paragraph 1 as noted above.
- Mr. Waite reminded the board there is a workshop planned for 7/27 and it would be beneficial if more members could attend. There is discussion on changing the date to the 26th so more members can attend.
- Motion was seconded by Ms. Knight
- All board members vote in favor.

- **Resident Electronic Participation in meetings**
- Mr. Decoteau said the only question is getting every comment to the board. The board can have any electronic participation they want.
- Emails can come into the town and be distributed prior to the meeting, or last minute they can be brought into the meeting if that is able to happen. There can't be any guarantees that every email will be seen while a meeting is in session. While a meeting is being held comments via phone, emails or texts cannot be guaranteed. This would be on regular business, on an application participation can only occur when someone is present at a meeting.
- This will be added to the Planning Board Procedures.

○ **COMMITTEE REPORTS**

- Ms. Rathgeber reported the Town Core group met with an engineer from Horizons Engineering to look at potential sites for the welcome gateway sign. She and Mark Decoteau will be meeting with the engineer at 11 am for the estimate.
- If an Executive Director is hired, it would be by the Resort Association. This group has not met yet. Everything is still in the works. This item will be left off the agenda for future discussion.

○ **COMMUNICATIONS**

- NONE

- **TICKLER FILES**

- **Adjournment**

Ms. Rathgeber made a motion to adjourn the meeting 9:26 am.

Ms. Piekos seconded the motion

All in favor

Respectfully submitted,

Mary Pelchat

Planning Board Assistant

Waterville Valley Town Office