



Town of Albany, NH
Planning Board Monthly Meeting
August 10th 2020

Call to Order: Chair Taylor called the meeting to order at 7:04

Present Physically: Tara Taylor (Chair), Adrian Simons, Joe Ferris, Sean Wadsworth (Vice Chair)

Present by Phone: Joe Ferris, Morris West (Alternate), Barry Packard, George & Lisa LeBlanc

Excused: Peter Carboni

Chair Taylor appointed Morris West as a voting member

Joe Ferris stated that he is an abutter, and will recuse himself for the public hearing

Adrian Simons stated that he is an abutter and will recuse himself for the public hearing

Adrian Simons made a motion to approve the agenda. Sean Wadsworth seconded. The motion carried 6-0-0 by roll call vote.

Adrian Simons made a motion to approve the May 11th minutes. Sean Wadsworth seconded. The motion carried 5-1-0 (Joe Ferris abstained) by roll call vote.

Chair Taylor read aloud some clerical revisions to the July 13th minutes.

Adrian Simons made a motion to approve the July 13th minutes as revised, Tara Taylor seconded. The motion carried 6-0-0 by roll call vote.

Public Hearing:

Public Hearing for Site Plan Review for Barry Packard dba Barry's Tree Service called to order at 7:15 by Chair Taylor. Barry Packard's application was received by Chair Taylor 7/17/20. The Public Hearing was duly noticed, in the Conway Daily Sun, at Albany Town Hall, and on the Town of Albany website. Abutters were sent a notice by certified mail.

Mr. Packard is planning to install a 60'x80' engineered wood frame metal roof building, on a concrete slab foundation, with 4 foot high concrete knee wall. No water, No Sewer. Electricity would be the only utility connected to the proposed building. Mr. LeBlanc asked if there would be milling of wood. Mr. Packard stated that there would be cutting logs to length only, no production of firewood. Mrs. LeBlanc asked how close the building would be to their property line. Mr. Packard estimated 600-700 feet distance. Mr. Packard welcomed the LeBlanc's to come visit the site. Mr. Packard stated that the edge of the building is about 500 feet from Rt 16. Mr. Packard stated that Rt 16 is the closest boundary line to the proposed structure. Mr. Packard stated that the bottom edge of the building is facing South, as shown on the map/plan submitted to the Planning Board. Mr. Packard stated that the Southern driveway has a ROW to get to lot #104 Whittaker and Fadden's lot. Mr. Packard will send in a copy of the deed that describes this ROW to be filed with the Site Plan Review. Mr. Packard stated that there would be no flood lights, only entryway lighting. Chair Taylor asked where parking for employees would be located. Mr. Packard stated that the area along the SW side of the proposed building would be for parking. Sean Wadsworth asked about petrol based solvents. Mr. Packard stated that he would likely have a 55 gal oil barrel. The proposed building will have no floor drains. Chair Taylor asked about major equipment repairs. Mr. Packard stated that major mechanical work would be done off site. Chair Taylor asked if fuel would be done on site. Mr. Packard stated that he gets his fuel offsite. Chair Taylor asked if vehicle tire replacement would be done onsite. Mr. Packard stated that tire replacement/repair would be done offsite.



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Waivers:

Chair Taylor proposed waivers for the following items from the Site Plan Review Checklist – Plat Requirements

3. Approval Block – Chair Taylor will add an approval block to the Map/Plan provided
5. Identification of abutters - Planning Board has a list of abutters, and can refer to Tax maps.
13. Survey of Property Lines – Not needed as the structure is a minimum of 500 feet from nearest property line.
19. Location of Proposed Signage - Mr. Packard stated that he would locate sign along Rt 16 according to the Town of Albany sign ordinance.

No further questions were presented.

Chair Taylor requested that the following be submitted to the Planning Board. Plan view and Elevation view of proposed building, Driveway Permit, Building Permit, letter of review from Albany Fire Chief, copy of Deed, and Book and Page from the County Registrar.

Chair Taylor called for a vote on the waivers as proposed from the Site Plan Review Checklist

Chair Taylor made a motion to approve the waivers as listed above. Sean Wadsworth seconded. The motion carried 3-0-0 by roll call vote.

Chair Taylor made a motion to approve the Site Plan Review for Barry's Tree Service. Morris West Seconded. The motion carried 3-0-0 by roll call vote.

A notice of decision will be sent to Barry's Tree Service of the Planning Board's approval of Site Plan Review. Chair Taylor thanked Mr. Packard for his cooperation and work with the Planning Board.

Chair Taylor made a motion to close the public hearing at 8:07. Sean Wadsworth seconded. The motion carried 3-0-0 by roll call vote.



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New Business: Chair Taylor asked the question of should Town of Albany have a Minor Site Plan Review. Adrian Simons stated that having one form and granting waivers is an adequate process, and that the Planning Board has the capacity and flexibility to work with each applicant.

Correspondence: Chair Taylor reminded the Planning Board of an upcoming zoom meeting hosted by CLC regarding water resources on August 13th at 5pm.

Old Business: Driveway Permit – Tied to Building Permit. Joe Ferris stated there should be a separate entities for the issuance of Driveway Permits, and the inspection of completed driveway. A discussion on which entity should review Driveway Permits, ensued. The Planning Board agreed that Driveway Permit and Building Permit should be tied together, and that the Select Board should propose to make this change, as the Select Board has the authority and responsibility to manage this. Joe Ferris stated that he would propose this at the next Select Board meeting.

Building Permit – What requires a Building Permit. Adrian proposed that the Secretary do some research on similar size towns in the area and what they may have for Building Permit specifications.

Other Business: Chair Taylor asked Joe Ferris about any updates on the Public Access to Town Hall related to Covid. Joe stated that until the Governor's Emergency proclamation changes, the Town of Albany would continue its restrictions as they are.

Adjournment: Adrian Simons made a motion to adjourn. Sean Wadsworth seconded. The motion carried 6-0-0 by roll call vote. The meeting was adjourned at 8:43

Next meeting to be held on September 14th 2020 at 7pm

Respectfully submitted,

Sean Wadsworth – Secretary