



Town of Albany, NH  
Planning Board Monthly Meeting  
September 14<sup>th</sup>, 2020

**Call to Order:** 7:01 pm by Chair Taylor

Chair Taylor read the Town of Albany Checklist to ensure meetings are compliant with the Right-To-Know law during the NH State of Emergency Declaration

Attendance (Roll call):

Physically Present: Tara Taylor (Chair), Peter Carboni, Adrian Simons

Present by Phone: Joe Ferris (Select Board Rep), Morris West (Alternate), Sean Wadsworth (Vice Chair)

Others Present by Phone: Alan Valladares

Adrian Simons made a motion to approve the agenda, with the addition of discussing Profile Motors under new business. Peter Carboni seconded. The motion carried 5-0-0 by roll call vote.

Adrian Simons made a motion to approve the minutes of the Aug 10<sup>th</sup> 2020. Peter Carboni seconded. The motion carried 5-0-0 by roll call vote.

**New Business:**

Tara Taylor addressed the Site Plan Review application from Alan and Leah Valladares (Map 7 Lot 58), beginning in Sept 9<sup>th</sup>, 2013.

May 12<sup>th</sup> 2014 - Public Hearing for SPR

June 9<sup>th</sup>, 2014 - Continuation of Public Hearing, APB signed approval on a Plat Plan with conditions for Valladares SPR.

Oct 27<sup>th</sup> 2014 – Revised Notice of Decision sent to Valladares.

January 12<sup>th</sup> 2015 – Peter Carboni has a copy of the Plan that was approved and signed by the APB on this day.

Feb 23<sup>rd</sup> 2015 – Tara Taylor has a letter referencing this SPR with this date.

Joe Ferris asked about the time limit of 5 years for SPR. Adrian Simons stated that the start time for the clock should be tied to the Plot Plan that is submitted to the Registry of Deeds.

Peter Carboni stated that the Plot Plan does require a final sign off by a Town official, and the Fire Chief

Tara Taylor stated that she had an email stating that inspection would be required for the grading and drainage. Peter Carboni stated that the Fire Chief did review the current building plan, including driveway and egress.

Tara stated that a performance bond/guarantee was waived by the APB.

The APB agreed that since the SPR was approved for this project, that Alan and Leah Valladares could proceed with their development.

Chair Taylor wished Alan Valladares good luck with the project.



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Adrian Simons addressed Profile Motors / Subaru (Map 7 Lot 62), and the development of their adjacent lot to place cars on it. Adrian stated that reading through the SPR regulations that the development of the site into a parking lot, would require Profile to present a SPR to the APB due to change of use from undeveloped to commercial developed. All board members agreed that the changes that have happened on this lot will require SPR. Joe Ferris requested that the Planning Board draft a letter to the Select Board requesting that Profile Motors come before the APB for SPR. Joe Ferris asked if we should get NHMA to advise us on which town office would have the authority to order a cease and desist.

Adrian Simons made a motion that the Planning Board Secretary send a letter to the Albany Select Board, regarding the need for SPR for the development that has already happened on the Profile Property. Peter Carboni seconded. The motion carried by roll call vote 5-0-0.

**Correspondence:**

Chair Taylor stated that she received email form Tara Bamford (formerly with NCC) offering private consulting services to municipalities.

**Other Business:**

Sean Wadsworth requested a review of zoning ordinances for Campgrounds. This comes as a request from the Albany Conservation Commission regarding what was formerly the Swift River Campground. Adrian Simons stated that campgrounds are largely regulated by the State of NH. Adrian stated that since the campground has been unused for 20 or so years that any new plans for development would require any new owners to start at the beginning with the State of NH to establish a campground. All Planning Board members were in agreement on this.

Tara Taylor: received an email regarding an accessory dwelling unit. Peter Carboni stated that in this case, and many others he fields questions from realtors and potential buyers about what the rules and regulations for Town of Albany are, and shares general guidance and direction.

**Old Business:**

Discussion regarding Building Permit and Driveway Permit. Peter Carboni stated that the checklist for Building Permit had a Driveway Permit checkbox, and that this process is adequate. Peter requested that we get a list or some data on how many and which driveways do not meet the standard. A discussion ensued about should Driveway Permit inspection come back under the purview of the APB. The Board collectively agreed to leave the Driveway Permit inspection process as is.

Sean Wadsworth read and reviewed what defines a Structure, and what requires a Building Permit, in neighboring towns. The APB had a general discussion, and will continue to review this.



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Chair Tara Taylor announced that she will be resigning from the Planning Board, effective tomorrow Sept 15<sup>th</sup>, 2020, due to family life changes. All board members wished Tara well, and thanked Tara for her service, guidance and commitment to the Town of Albany.

Adrian Simons made a motion to adjourn. Peter Carboni seconded. The motion carried 5-0-0 by roll call vote at 8:58pm.

Next meeting to be held on October 12<sup>th</sup> 2020 at 7pm

Respectfully submitted,

Sean Wadsworth – Secretary