



Town of Albany, NH
Planning Board Monthly Meeting
October 12, 2020

Call to Order: Vice Chair Sean Wadsworth called the meeting to order at 7:10

Vice Chair Wadsworth 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: Sean Wadsworth (Vice Chair), Peter Carboni, Adrian Simons

Present by Phone: Joe Ferris (Select Board Rep), Morris West (Alternate)

Excused:

Others Present by Phone: Dale Petell, representing Profile Group

Joe Ferris made a motion to approve the September 14th 2020 minutes. Peter Carboni seconded. The motion carried 5-0-0 by roll call vote.

Dale Petell of Profile Group submitted a preliminary consultation form for Site Plan review by email, today Oct 12th 2020. Mr. Petell described the general plan for the development of the property located on Map 7 Lot 61 into a parking lot for the expansion of Profile Subaru. Mr. Petell stated that Horizons Engineering is developing a drainage plan, and that D.W. Electrical would develop a lighting plan. Mr. Petell stated that would not be a new driveway, and that access to this lot would be from the adjoining Profile Subaru lot. Mr. Petell stated that the plan would be for the parking lot to be paved with a specified car/parking plan. Mr. Petell stated that the property would not have any buildings, septic, or water installed. Mr. Petell stated that the proposed project would be a paved parking lot, with lighting, and some green space with possible shade trees and picnic tables towards the western edge of the property.

The Planning Board read through the Site Plan Review Regulations with Mr. Petell, noting that section VI. D. c. existing and proposed topography of the site at two-foot contour intervals may be waived.

Joe Ferris stated that the property has been cleared, graded, and compacted gravel has been laid to create a parking lot, and that currently Profile Subaru has vehicles for sale on this lot. Joe stated that this property is in non-compliance with Town of Albany regulations, due to not having gone through the Site Plan Review Process, and not having received Planning Board approval for Site Plan Review. Mr. Petell agreed that the property has been developed as stated, and that vehicles belonging to Profile Subaru are located on this lot.

The Planning Board thanked Mr. Petell for joining us, and that we look forward to working with him and Profile Group on the Site Plan Review process for this property.



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Adrian Simons made a motion stating that the development of the property on Map 7 Lot 61 has been made into a gravel parking lot without Site Plan Review approval from the Planning Board, with the intent to use the lot for commercial business, and currently has commercial vehicles located on the lot. Joe Ferris seconded. The motion carried 5-0-0.

The planning Board will forward these minutes to the Select Board for their review.

Select Board report – Curtis Coleman may be interested in joining the Planning Board

Adrian Simons stated that he plans to retire from the Planning Board in the beginning of 2021. Adrian suggested placing an add in the Conway Sun for Planning Board member applicants.

Sean Wadsworth stated that he would be setting up a meeting date/time for CIP in the next month, and invited any other Planning Board members to join.

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

Next meeting to be held on November 9th 2020 at 7pm

Respectfully submitted,

Sean Wadsworth – Secretary