



Town of Albany, NH
Planning Board Monthly Meeting
September 13, 2021

Call to Order: Peter Carboni (Vice Chair) 6:04pm

Attendance: Peter Carboni (Vice Chair), Kathy Golding (Select Board Rep), Curtis Coleman, Bryan Bailey
Present by Phone: Sean Wadsworth, Morris West (Alternate)
Public Present - Dan Flores – SFC Engineering

Kathy Golding made a motion to approve the agenda as presented, Brian Bailey seconded. The motion carried 5-0-0.

Kathy Golding made a motion to approve the August 9th 2021 minutes. Curtis Coleman seconded. The motion carried 5-0-0.

Morris West joined by telephone at 6:12pm.

New Business:

Dan Flores – SFC Engineering - Huttopia – Preliminary Consultation SPR

Mr. Flores presented the Board with plans to change four tent campsites to cabin sites. He is inquiring if this will require an amendment to the prior approved site plan review (2016). In 2016 the approval was for 150 sites. They are currently utilizing 112. The plan would be to remove 10 sites from the previous plan. A road will be removed to create more green space abutting the proposed cabins.

Sean Wadsworth noted the Board must follow the site plan regulations. There are a few proposed actions that fall under the need for a site plan review. However, the proposed buildings will be 1100 square feet and there is no change of use. This falls under the exempt section of the regulations.

Sean Wadsworth made a motion that the development proposed by Huttopia falls under Section III. Scope of Review, Activities Not Subject to Review 1, 3 and V. B. Exemptions, no change of use or less than 1200 square feet, of the site plan review regulations, therefore exempting a site plan review. Kathy Golding seconded the motion and all were in favor, 5-0-0. Peter Carboni added Huttopia will have to submit a commercial building permit application and NHDES approval of the hookup to the existing septic. A notice of decision will be mailed to Dan Flores and Huttopia.

Select Board Report:

Kathy Golding informed the Board that Sandra Vizard has been appointed as the new Town Clerk/Tax Collector and Kathy has been hired to train her. The Select Board is discussing the approval of semiannual billing for property taxes. It would reduce the need to take a tax anticipation note. Building permit applications continue to be approved. The Select Board is in the process of enforcing two building permit violations.



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Old Business:

Ground Water Protection Ordinance – discussion – the discussion was tabled.

Habitat for Humanity – Map 3 Lot 37 – Proposed subdivision – Kathy Golding noted this property is not owned by Habitat for Humanity as of now. They cannot apply for a subdivision until they acquire the property.

Building Permit – What requires a Building Permit? Definition of Structure – The discussion was tabled.

Kathy Golding made a motion to adjourn at 6:32pm. Curtis Coleman seconded. The motion carried 5-0-0.

Next meeting to be held on Oct 11, 2021 at 6pm

Respectfully submitted,

Kathy Golding – Acting Secretary