

ANDOVER PLANNING BOARD  
MEETING MINUTES  
APPROVED  
May 24, 2016

Members present: Nancy Teach, Chair; Art Urie; Doug Phelps; Randall Costa; and David Blinn, Ex-Officio

Also present for duration of appropriate items: Dave Powers, Zoning Administrator; Pat Moyer, Zoning and Planning Board Coordinator; Betty and Richard Adams; Carlos Ayala; Josh Barton; Rick Barton

Minutes of May 10, 2016 meeting

Phelps – Motion to approve as amended

Blinn – Second

Vote - Unanimous

Announcements / Correspondence

1. There is a vacancy on the board for a secretary. Urie nominated Phelps. Blinn seconded the motion and the board voted unanimously in favor of the nomination.

Zoning Administrator

1. Dave received a call from Marj Roy, Town Administrator, for him to meet with the Selectboard to discuss items still needing attention.
2. Dave will be mailing a notice to a property owner on Main Street regarding construction of a structure without a building permit and he will also contact the Conservation Commission regarding the tree removal proximity to water on the property.
3. Dave spoke with Marj Roy, Town Administrator, regarding the file room organization and requested that Pat Moyer's hours be posted on the website and the board outside of the office building.

Van Dam/Klee – Costa Trust – lot line adjustment/annexation – 130 West Shore Road – Clayton Platt

Costa recused as he is an applicant. A plan of the proposed boundary line

adjustment was presented to the board and the public for review and comment. There being no further discussion, the boundary line adjustment was approved by the board and mylars and plans were officially signed and a copy of each will be returned to Clayton Platt for recording at the Merrimack County Registry of Deeds.

Non-Binding Consultation: Betty and Richard Adams for a boundary line adjustment for property on Switch Road

The Adams's explained to the board that the property at which they own, included a garage previously on a piece of property on the opposite side of the road from them. They would like to subdivide the property on the opposite side of the road in order to retain the garage as that property is for sale. The board advised that the property cannot be subdivided as it is already a non-conforming lot. Several alternatives to subdivisions were discussed such as a lease in perpetuity.

Discussion and updates as time allows:

1. Pat Moyer – Created a Planning Board notebook for Marj Roy, Town Administrator; created a notebook which includes the minutes and agendas; will have a paper zoning map for the next meeting; has gotten a lot of the filing done; and has helped a few people already.
2. Art Urie – Beacon Article – a draft Beacon article was distributed for board review and updates and Art will update the article and submit for the June edition.
3. Ragged Mountain Fish & Game – Costa stated he would like to see a diagram of property, facilities, infrastructure for a discussion between the board the Ragged Mountain Fish & Game to discuss what the Fish & Game would like. Teach advised this will be discussed at the following meeting(s).
4. Dave Blinn – Update on legal counsel on board for advice on D1. Blinn stated the town attorney has reviewed the proposed use tables and sent a response which Teach read to the board and the board discussed possible solutions.
5. Jon Warzocha – Planning Board Processes. Warzocha distributed an email which Teach provided a printed copy of which included a flow chart pertaining to applications for both the Zoning Board of Adjustment and the Planning Board. Phelps will contact Jon for revisions to the flow chart.
6. Doug Phelps – Update on map work with Lakes Region Planning

Commission – Doug contacted Mike Izard at LRPC. It was determined that the paper map is the correct map to be used for a digital overlay. Phelps will put together verbal meets and bounds. The end of July is the proposed finish date and the next step will be to present to the towns people for their approval as the official map.

There being no further discussion, the meeting was adjourned at 9:00 p.m.

Final Minutes Prepared on June 15, 2016 by Patricia Moyer  
Planning and Zoning Coordinator, Acting Recording Secretary in Lisa Meier's  
absence.