

Town of Sullivan, NH
Planning Board
Meeting Minutes, January 02, 2020
Sullivan Town Hall

Members present: Leslie Casey (chair), Milton Trimitsis (secretary), Laura Lewandowski, Chris Pratt, Dott Miles, Peter Miles, Ann Sweet (alternate), and Marsha Cook (select board representative).

Public present: Roger Sweet

The meeting convened at 7:01 pm.

C. Pratt moved to approve the minutes as written from December; L. Lewandowski seconded. All approved the minutes as written.

224 Centre St, Tax Map 3, Lot 118 (Robert Baird) driveway application (first received in May 2019)

L. Casey reported that she sent a copy of the approved Sullivan driveway to Robert Baird along with a letter outlining the conditions on which the Sullivan driveway permit is predicated, and the date by which work should be completed. In the letter it was noted that the state's conditions (storage access only, maintained safe sight line, swale at entrance) are to be met.

Flood Plain Development Ordinance

L. Casey reminded the board that she was unable to find an approved version of the Flood Plain Ordinance that was approved by Town Meeting in 2007. Based on her research of a contemporaneous redlined version of the 2007 document and the warrant, she recreated a version that is consistent with the 2007 warrant article adopted by the town. She presented this recreated ordinance document to the board for discussion. It was agreed that dates of adoption of the original ordinance and the amendment should be added before transmittal to town officials. L. Casey noted that this ordinance incorporates the FEMA flood insurance rate maps by reference, and the maps will be made available on the Town of Sullivan web site.

L. Casey also noted that the NH OSI released a new model flood plain ordinance in 2018 intended to clarify the regulations, as well as roles and responsibilities. The Board will discuss at a future meeting whether there is a need to update the current Sullivan ordinance.

2019 Planning Board Annual Report

L. Casey distributed a draft copy of the planning board's annual report. She requested that members submit any changes or edits by 6 January 2020. The report will be submitted to the Select Board on 7 January 2020.

Rules of procedure for the planning board

L. Casey distributed a draft document based on the planning board's discussion at the December 2019 meeting. The board discussed a variety of additional changes that were proposed by the chair, based on the NHMA's model rules of procedure. It was noted that a public hearing will have to be held before amended rules of procedure (bylaws) can be adopted.

Boundary line adjustment on Ferry Brook Road (Tax Map #5, Lots 10 and 12-000)

The boundary line adjustment approved by the board in 2016 was conditioned upon recording of a deed conveying the land. L. Casey wrote a letter to both parties in May 2019 informing them that a deed was required but has not received a response. L. Casey reported to the board that a search in December of the Registry of Deeds confirmed that no deed for the transaction was ever filed. The board agreed that L. Casey should write another letter to the applicants informing them that the board may revoke the boundary line adjustment if proof of conveyance is not provided within 4 years of the original approval.

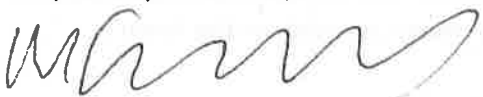
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The board appointment terms for M. Trimitsis (member) and M. Smith (alternate) expire in 2020. L. Casey will recommend to the selectmen that Mr. Trimitsis' appointment be renewed for another 3 years. It was agreed that Mr. Smith's appointment would be allowed to lapse since he has not been available for meetings. Nominees to volunteer for the 2 open alternate positions are being sought.

Adjournment

L. Casey moved to adjourn the meeting; C. Pratt seconded. All approved. The meeting adjourned at 8:41pm.

Respectfully submitted,



Milton Trimitsis, Secretary