

## Draft Minutes

### Town of Strafford Development Review Board September 21, 2016 7 P.M.

**Call to order:** 7:05P.M.

**Member Attendance:** Steve Campbell, Terry Garrison, Dan Ruml, Bonnie Bergeron, Martha Walke

**Other Attendees:** James B. Tyson, Carol Bushway, Karla Bushway, Emme Doyle

**Approval of minutes:** Approved as written

**Report of Zoning Administrator:** N/A

#### **New business:**

1. Warned Hearing Tyson Subdivision Application, SD2016-02  
Opened at 7:06 P.M.  
Proposed SD in anticipation of future sale of Lot B Jim showed on the map the areas of wetland. Access to proposed Lot already exists. Bonnie raised the question of State approval of septic designs for existing and new property which has not be done, but needs to be done before the Lot can be sold.  
  
Martha moved/Bonnie seconded to close the Hearing at 7:15P.M.  
Steve moved/Martha seconded, to approve the subdivision. SD2016-02 approved.
2. Warned Hearing Doyle Subdivision Application, SD2016-04  
Opened at 7:20P.M.  
Emme Doyle guided the DRB through an overview of the property map, the new that includes the Lots and the proposed Lot Line Adjustments. Emme explained the Lot Line adjustments are first, to enable that two of the Lots will qualify for Current Use and State forest management programs; and then to ensure that the property line is 500' from the house.  
Chair Terry Garrison suggested that the Board consider and decide the Lot Line Adjustments, before considering the Subdivision. The DRB agreed to the suggestion. After a clarifying discussion of the existing and proposed boundaries Martha moved/Dan seconded to approve the Lot line adjustment between the Doyle and Gramling property, based on the 9-14-16 drawing. 4 in favor, 1 abstention: the lot line adjustments approved as proposed and reflected on the drawing.  
The Board then considered the Subdivision. The question of emergency vehicle access was considered and there was some concern about the placement of the driveway in the context of the new Lot. The discussion of the driveway concluded with the consensus that it is currently approved as it is.

Martha moved/Bonnie seconded to close the Hearing,  
Hearing closed at 8:00 P.M.

Martha moved/Bonnie seconded to approve the Subdivision 2016-04.

Terry clarified that a condition for approval will note that there is no frontage for one of the Lots and existing access through an easement will not change.

SD2016-04 approved; 4 approvals; 1 abstention.

3. Warned Hearing Bushway Subdivision Application, SD2016-05

Hearing opened at 8:10P.M.

Carol Bushway described the proposed subdivision and explained that the new Lot was to enable her daughter to build a house, but she will retain ownership of the property. Access is approved as it exists. The septic design has not been approved by the State yet and may need to be upgraded.

Martha moved/Bonnie seconded to close the Hearing.

Hearing closed at 8:20P.M.

Martha moved/Bonnie seconded to app

**Old business:**

1. Discussion of process for lot line adjustment

There was a discussion of whether the Zoning Administrator or DRB were responsible for Lot Line Adjustments. The DRB is responsible for signing plat Mylars filed with deeds. Since the Lot Line adjustments will result in updated Mylars to file with updated Deeds, requests for lot line adjustments need to be made to the DRB.

It was also noted that:

- Lot line adjustments need to be approved by ANR (Agency of Natural Resources)
- Notification to application that State Permits may be required.

Steve will write a letter advising the Chair of the Select Board who oversees the Zoning Administrator.

**Adjournment:**

Bonnie moved, Steve seconded, meeting adjourned at 8:45P.M.

The next DRB meeting is scheduled for Wednesday, October 19, 2016, 7 P.M. At the Strafford Town Office.

Respectfully submitted

Elizabeth Clarke, Clerk  
DRB Town of Strafford