

COOS COUNTY PLANNING BOARD
Lancaster, NH
February 26, 2013

Present from the Board: John Scarinza – Chair; Fred King – Vice Chair; Commissioner Tom Brady, Ed Mellett, Mike Waddell, Rick Tillotson (*arrived at 6:08*); Alternates Scott Rineer, Lindsey Gray and James Brady. Jennifer Fish, County Administrator; *Excused: Jonathan Frizzell and Representative Larry Rappaport.*

Present from the Public: Arthur Colvin, Horizon Engineering on behalf of CLP Bretton Woods, LLC; Scott Tranchemontagne on behalf of Balsams View, LLC; Sandra Cabrera, Waystack Frizzell on behalf of Balsams View, LLC; Chris Hebert on behalf of Balsams View, LLC; Jerry McGee on behalf of Balsams View, LLC; Jake Mardin, *The News and Sentinel*; Edith Tucker, *Coös County Democrat*; Chris Jensen, *NHPR*; and Barbara Tetreault, *Berlin Daily Sun* and members of the public.

John Scarinza, Chair, opened the meeting at 6:05 PM. Due to the absence of Representative Larry Rappaport and Jonathan Frizzell, he appointed James Brady to fill Representative Rappaport's seat on the Board and Lindsey Gray to fill Jonathan Frizzell's seat.

MINUTES OF JULY 9, 2012:

A typo was noted on the agenda that the minutes are for July 9, 2012 and not July 12, 2012. Vice Chair King noted that at the July 9th meeting that federal ownership of land in the unincorporated places was discussed. During the conversation it was discussed at length that it was time for the County to do a study to see what the economic impact of federal ownership is doing on our economy. At the present time there are funds in the 2013 budget for the study to be prepared. Mike Waddell made a motion to approve the minutes of July 9, 2012 as distributed. Rick Tillotson seconded the motion. With no further comments forthcoming, the Chairman called for a vote to accept the minutes and all voted in favor of approval.

PUBLIC HEARING

1. Chairman Scarinza recognized Arthur Colvin, Horizons Engineering and asked that he provide the overview of the lot line adjustment on Map 1604, Lot 13 in Crawford's Purchase on behalf of CLP Bretton Woods, LLC. The proposed lot line adjustment would make the golf course one parcel. It would increase the lot from 4.08 acres to 8.06 acres. This lot line adjustment had previously been presented to the board at the April 12, 2012 meeting. The adjustment was tabled at that meeting due to there was an issue with the deed. Mr. Colvin explained that the deed issue has been resolved and the County has a copy of the corrected deed.

There were no comments or questions from the public. The public hearing was closed.

Chairman Scarinza called for a motion to approve the lot line adjustment. Rick Tillotson made a motion to approve the lot line adjustment on Map 1604, Lot 13 in Crawford's Purchase. The motion was seconded by Mike Waddell. There being no further discussion or questions the motion passed.

2. Arthur Colvin also presented plans for a subdivision on Map 1604; Lot 10.2 on behalf of CLP Bretton Woods, LLC. The subdivision application states the intent is to divide Lot 10.2 into two lots. The total acreage is 28.76 acres. Mr. Colvin explained that CLP Bretton Woods, LLC is requesting two waivers on the application checklist. The first waiver is, Identification of wetlands per Corps of Engineer guidelines. The second waiver is, Scale of 1" for 100. Chairman Scarinza asked if he had prepared a written request of the waivers. Mr. Colvin replied that he had not submitted anything in writing. It was his understanding that the completed checklist was all he needed. The board requested that he continue to explain the subdivision. The Lot 10.2 will be divided into one lot of 10.42 acres and the second lot will be 18.34 acres. There was some discussion as to why CLP Bretton Woods, LLC would want to subdivide this lot. Vice Chair King stated that he didn't think that it is the planning board's job to decide why a landowner wants to subdivide their land. Jim Brady stated that the real problem is that this subdivision would create another landlocked parcel. Mike Waddell stated that there is no economic benefit to create two landlocked parcels. Chairman Scarinza stated that he would like to research the creation of landlocked parcels. He recommended that this application be tabled and revisited at another meeting. There were no comments or questions from the public. The public hearing was closed.

Chairman Scarinza asked the board members if they had any comments. Mr. Colvin asked if the board would be requesting further information from him. Chairman Scarinza explained that any information that he could provide in regards to landlocked parcels would be helpful. Mike Waddell pointed out that if it was clearly shown the right of access to the land it would be easier to decide. After some discussion it was decided to include this subdivision application on the agenda of a future meeting. A motion was made by Rick Tillotson to table the subdivision application for Map 1604, Lot 10.2. The motion was seconded by Mike Waddell. The motion was approved.

LETTERS & CORRESPONDENCE TO THE BOARD:

The County received three documents via email from Andy Martin on the morning of Tuesday, February 26th. The first document was titled Opposition to the Issuance of Building Permits to Balsams View, LLC. The second document was Motion/Request to be heard by Telephone on February 26, 2013 and Thereafter in Opposition to the

Issuance of Building Permits to Balsams View, LLC. The third document was a Notice of Intent to Sue Balsams View, LLC and the Principals of Said Entity. Chairman Scarinza stated that the notice to intent to sue was not something that the planning board need to address and the opposition to the issuance of building permits speak for itself. The Planning Board does need to address the request to be heard via telephone at tonight's meeting. Chairman Scarinza stated that he scanned Attorney General's most recent memorandum that discusses the Right to Know Law and Public meetings and he didn't find anything in there that talked about the right of the public to demand a phone conference for a public hearing. He also reviewed RSA 91A:2c and he read from the statute. The statute only speaks to board members participating via electronically and not members of the public. Fred King made a motion to pass over the request and Mike Waddell seconded the motion and all voted in favor of the motion.

NEW BUSINESS:

The appointment of a planning board secretary was discussed. Historically the Commissioners have appointed a county administrative person to act in this capacity. It was suggested that the Planning Board take a vote to recommend someone to fill the secretary vacancy to the Commissioners. The secretary would be paid the same salary as a secretary position on the county salary schedule. Fred King made a motion to recommend Suzanne Collins as planning board secretary. The motion was seconded by Rick Tillotson and all voted in favor. Commissioner Brady clarified that the secretary would take minutes and performs clerical duties for the planning board. The County Administrator, Jennifer Fish could still be appointed to the board as a voting member.

BUILDING PERMITS:

Sandra Cabrera, Waystack Frizzell, representing Balsams View LLC, came before the board to submit a building permit application for additions and renovations to the Balsams Grand Resort Hotel.

Chairman Scarinza stated the Board was anticipating that they would review detailed plans. Sandra Cabrera stated that they had submitted everything that was required in the application. Scarinza referred to the April 12th meeting that stated that Dan Hebert stated that he would have full architectural drawings and engineering plans for the Board review. It was also discussed at the April 12th meeting that if the architectural drawings were signed off by the State Fire Marshal then the County would not need a separate building inspector.

John Scarinza stated that all projects need to meet all state building codes and standards. Since the County does not have its own building inspector the County can request from the State Fire Marshall's office that they review all plans.

Ron Anstey, State Fire Marshal's office addressed the Board. He informed the Board that the State Fire Marshal's office was more than willing to assist in this project. The marshal's office would need a request to come to them in writing from the Board.

Scott Tranchemontagne asked the Board how long before the Board will be meeting again once all the plans and documents were in place. Chairman Scarinza replied that as soon as Balsams View, LLC was ready that a meeting would be scheduled as soon as possible. The only caveat would be that it takes time for the State Fire Marshal's office to sign off on the project. Once that happens then the Board can meet to review the building permit. Mr. Tranchemontagne apologized to the Board for not having what was expected. He also wanted to assure the Board that Balsams View, LLC has the funding for this project and this funding is coming from many different sources. The critical piece of the funding is from tax credits and they are under an extremely tight deadline for these credits. He informed the Board that they will be back soon with the appropriate plans and documents.

James Brady asked with a project of this magnitude would it behoove the Board to hire its own inspector. John Scarinza replied that that could certainly be done but as it was discussed at the April 12th meeting, the State Fire Marshal's office could also fill that role.

A brief discussion ensued regarding requesting from the Commissioners hiring a Code Enforcement Officer for this project and then would be available for any other projects in the future. John Scarinza explained that there is a process in the statutes on how to fill these kinds of positions. Commissioner Brady requested that John Scarinza come to the March 20th Commissioners' meeting to speak to the Commissioners. Commissioner Brady explained that the Commissioners will have to request from the Delegation funds in the budget for this position.

Building Permit Ratifications:

The following building permits came before the Board to be ratified.

384	Yankee Forest, LLC	Cambridge	7/9/12	197' Temp. Meteorological Assessment Tower
385	Maurice Cyr	Success	7/24/12	Rebuilding of camp (destroyed by fire) on same footprint
386	Stephen Dion	Success	8/14/12	28' x 34' garage
387	Derek Gallant	Success	8/14/12	20' x 20' garage
388	Leon McIntire	Odell	8/9/12	10'x16' work shed
389	Stephen Guitard/ Robert Blanchette	Success	9/4/12	12'x24'x20'x4' replacement deck
390	AVRRDD	Success	9/4/12	12'x16' electrical building
391	AVRRDD	Success	9/4/12	6'x8' flow meter & gas analyzer structure
392	AVRRDD	Success	9/4/12	10'x14' blower enclosure
393	Marc Charron	Cambridge	10/8/12	6'x4' outhouse & 6'x17' porch
394	Edward Deblois	W. Location	10/11/12	12' gazebo on cement slab

395	AVRRDD sample shed	Success "after the fact"	11/19/12	pinch valve vault/control bldg &
396	John & Linda Arsenault	Cambridge	11/19/12	30'x24' camp addition
397	AVRRDD "after the fact"	Success	11/28/12	precast concrete pad 6'10" x 6'4"
398	AVRRDD 12'10"x4'4"	Success "after the fact"	11/28/12	Generator enclosure pad
399	Dennis Bernier "after the fact"	Success	12/5/12	Porch expansion on camp.
400	Trustees of Dartmouth College accessibility	Second College "after the fact"	12/28/12	5'x7' deck & ramp for handicap
401	Trustees of Dartmouth College "after the fact"	Second College	12/28/12	8' x 16' shed & privy replacement
402	Trustees of Dartmouth College "after the fact"	Second College	12/28/12	8' x 14' shed

It was noted that all the building permits had been reviewed by Sue Collins prior to her retirement and that all fees had been collected. It was noted that Sue Collins would review all building permits prior to them be submitted to the Board. John Scarinza stated that he will speak to the Commissioners at their next meeting to discuss how this will be handled going forward. A motion was made by Rick Tillotson to ratify the building permits and it was seconded by Ed Mellet. All voted in favor of the motion.

HEARING OF THE PUBLIC:

There were no comments or questions from the public.

OTHER BUSINESS:

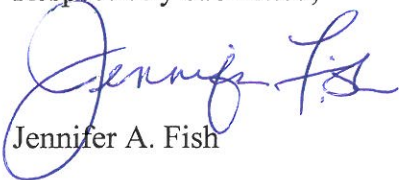
John Scarinza talked about doing a survey or a discussion in the County about what the residents have for priorities for the land in the unincorporated places. John has been working with the County forester and they have been talking with UNH's survey center. They have had discussions about having them assist in the process. Their recommendation was to conduct a survey via the telephone. The goal would be to have 500 surveys completed. The question was raised on how best to do this survey in conjunction with the economic impact study. There were concerns that the telephone survey would not be the best way to achieve this goal. It was suggested that maybe an online survey would be more effective. UNH's reason for recommending a telephone survey would be that it is random. Scott Rineer commented that it would be important to get the word out so that residents would participate. Barbara Tetreault, *The Berlin Daily Sun*, asked if there was a cost estimate for this survey. Chairman Scarinza said that there would be a cost but that it needs to be determined first the extent of the survey and how it will be conducted.

Edith Tucker, *Coös County Democrat* referenced that in the New Hampshire Outdoors Statewide Comprehensive Outdoor Recreation Plan 2013-2018 (SCORP) it was noted that Coös County only has 25% of its land conserved and that Grafton County had more land conserved than Coös. Ms. Tucker said that according to Fred King's sources it is identified that 50% of the land in Coös County is conserved. She would be interested in finding out their sources and comparing the two. Chairman Scarinza replied that that would be fine.

ADJOURNMENT:

Rick Tillotson made a motion to adjourn at 7:35pm. Ed Mellet seconded the motion. All voted in favor of the motion.

Respectfully submitted,



Jennifer A. Fish