



**TOWN OF WILTON  
PLANNING BOARD MEETING  
DRAFT MINUTES**

**DATE:** June 1, 2016  
**TIME:** 7:30 PM  
**PLACE:** Wilton Town Hall Courtroom

**PRESENT:** Wilton Planning Board Members: Chairperson Jeff Kandt (arrived late), Vice-Chairperson Sara Spittel, Tracey Ewing, Neil Faiman, Alec MacMartin, Camille Pattison, Matt Fish, Dawn Tuomala, Alison Meltzer (arrived at 8:00 PM), Michael Weeks, Bill Mahar, Sorrell Downing

**Public Hearing**

Vice-Chairperson Kandt opened the public Hearing at 7:36 PM.

***PB-DP010516 - Weeks An application by Michael Weeks to have a second driveway location on his property for a barn. Mr. Weeks is asking for a second entrance due to the fact that there is so much wetland in the front of the lot and the topography in the rear of the lot.***

Ms. Tuomala represented Mr. Weeks at the meeting. Mr. Weeks is requesting a second driveway to access his future barn due to the wetlands. The best placement for the barn is at the far end where the road turns to Class VI. The Road Agent has approved the request. The note requested by the Planning Board at the consultation session on 5-18-16 was added.

*A MOTION was made by Mr. Fish and SECONDED by Ms. Ewing to accept the submission application PB-DP010516.  
Voting: 5 ayes. Motion carried.*

No abutters were present but have spoken with Mr. Weeks and verbally gave their approval of the second driveway to Mr. Weeks.

*A MOTION was made by Mr. Faiman and SECONDED by Mr. MacMartin to find the application PB-DP010516 reasonable and appropriate for the proposed use of the property.*

1 *The criteria:*

- 2 ○ *The length of footage*
- 3 ○ *The proposed driveway will not affect the public safety*
- 4 ○ *The proposed driveway is reasonable in the district and neighborhood*
- 5 ○ *The traditional reasons for restrictions of a second driveway do not apply*
- 6 ○ *There is no way to access the barn due to the characteristics of the lot*

7  
8 *Voting: 5 ayes. Motion carried.*

9  
10 Mr. Kandt arrived.

11  
12 **Review Minutes 6-1-16**

13  
14 Page 2, line 31 Ms. Ewing  
15 Page 2, line 42 Pointed Out  
16 Page 2, line 45 typo  
17 Page 3, line 2 Aquifers and titled "Surface Waters"  
18 Page 3, line 5 format and Reservoirs typo  
19 Page 3, line 27 remain

20  
21 *A MOTION was made by Mr. MacMartin and SECONDED by Ms. Ewing to approve the*  
22 *Minutes of 6-1-16 as amended.*

23 *Voting: 5 ayes. Ms. Spittel abstained. Motion carried.*

24  
25 Ms. Meltzer arrived.

26  
27 **Town Hall Renovation and Plan Filing/Clean Up**

28  
29 Ms. Meltzer shared the current draft of the proposed floor plan for the town hall  
30 renovations. The Planning Board asked for a more secure location for the Planning  
31 Board files. Ms. Meltzer will explore the option of using the space under the stairs for  
32 the Planning Board files. It was important to the Planning Board that the files be located  
33 behind a door that locked. There has been a history of files going missing.

34  
35 **DMV Application fro Slocomb**

36  
37 Ms. Pattison received answers to the Planning Board questions of 6-1-16.

- 38 • The reasoning being DC Slocomb Company wanting repair plates is
- 39 because we have been turning down work to be able to move unregistered
- 40 trailers.
- 41 • This does NOT reflect any changes in our current operations.

42 These answers were satisfactory to the Planning Board and the form was completed and  
43 sent to the DMV.

44  
45  
46 Page 2, line 20 Add "Section G"

- 1 Page 2, line 36 filed
- 2 Page 2, line 40 The proposed reclamation plan was found but has not been
- 3 certified as completed.
- 4 Page 3, line 1 car to automotive

5  
6 *A MOTION was made by Mr. MacMartin and SECONDED by Ms. Ewing to approved*  
7 *the Minutes from 5-18-16 as amended.*  
8 *Voting: 5 ayes. Motion carried.*  
9

10 **Rules of Procedure**

11 The letter from Town Counsel dated 5-3-16 was referenced and the following changes  
12 were noted:

- 13 • All NH RSAs were updated to same format
- 14 • Anyone – Any one
- 15 • Section 2 F was removed
- 16 • Section 3 C was removed
- 17 • Section 4 D (4 members)
- 18 • Section 5 L 9 was removed
- 19 • Section 6 E - last sentence in the section was removed.

20 Ms. Pattison to research where the language was sourced from for Section 6.  
21 The Rules of Procedure does not require a notification and public hearing to approve.  
22 This will be updated and brought to 7-6-16 Work Session  
23

24 **Other Business**

25 **Impact Fees:**

26 Mr. Williams submitted a question via email:

- 27
- 28 • Mr. Sullivan, who has property on Isaac Frye Highway that was subdivided in
- 29 2004, does owe an impact fee if a new house was built on the last unimproved lot
- 30 in the subdivision. Apparently, the sales agreement calls for the seller (Sullivan)
- 31 to pay the impact fee if one is due. Sullivan paid the town \$17,200 when the
- 32 property was subdivided. That looks like an offsite improvement charge, for
- 33 paving the road past the subdivision.
- 34 • After research and consult with Town Counsel, it was determined the
- 35 improvement fee was not in lieu of an impact fee, because it was 7 years before
- 36 Town Meeting passed the impact fee law. New construction needs to pay impact
- 37 fees, once they are implemented.

38 Impact Fees are due according to the schedule.  
39

40 *A MOTION was made by Ms. Ewing and SECONDED by Mr. Fish to put in the minutes*  
41 *the Impact Fees are due according to the schedule.*

42 *Voting: 5 ayes. Mr. MacMartin abstained. Motion carried.*  
43

44 **Change of Use:**

45 Ms. Downing received a call about a potential change of Use for 17 Main Street. Ms.  
46 Pattison shared with Ms. Downing an “unofficial” document outlining criteria for change

1 of use. There is not a site plan in the file for the property. Ms. Downing to communicate  
2 further step with the potential applicant.

3  
4 **NRPC Circuit Rider Change:**

5 Ms. Pattison has accepted a new position for the City of Nashua as the Transportation  
6 Manager, overseeing Nashua Transit System. Her last meeting with the Wilton Planning  
7 Board will be 7-6-16. She thanked the board for the support she has received and the  
8 Planning Board thanked Ms. Pattison for her work for the Town of Wilton Planning  
9 Board. NRPC will provide a temporary Circuit Rider.

10  
11 *A MOTION was made by Ms. Ewing and SECONDED by Mr. MacMartin to adjourn the*  
12 *meeting.*

13 *Voting: 6 ayes. Motion carried.*

14  
15 Chairperson Kandt declared the meeting adjourned at 9:20 PM.

16  
17 Respectfully Submitted,  
18 Sorrell Downing  
19 Secretary

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21