

**Town of Jefferson**  
Office of the Planning Board

**Minutes**

July 9, 2013

**Members present:** Chairman Susan Griffin, Michael Meehan, Kevin Meehan, Selectmen's representative; Donna Laurent, alternate; Charles Muller, Vernon Matson, Jeff Young, Jason Call, alternate

**Absent:** Gordon Rebello

**Others present:** Charlene Wheeler, Board secretary; Gardener Kellogg, Tom Brady, Eric Mstthews, Janice Matthews, Kerry George, Larry George

In the absence of Gorden Rebello, Donna Laurent was designated a voting member for this meeting.

**Minutes**

Jeff Young made the motion to approve the minutes of the June 11, 2013 meeting as read, seconded by Vernon Matson. The vote to accept the motion was unanimous.

**Hearing – LaRue/Matthews boundary line adjustment**

Gardner Kellogg, acting as agent for Eric and Janice LaRue and Robert and Jane Matthews, presented to the Board their application (file # 59-2013) to change boundary lines on properties owned on Belle Hunt Road, Map 9, Lots 29, 30, 31, and 32. Property lines between lots would be abandoned and redrawn through the center of Belle Hunt Road resulting in two larger lots 3.49 acres and 3.17 acres. Board members examined the plats. A copy of the approval of subdivision from the NH Department of Environmental Services is on file and well as deeds to the property. The checklist was completed. Jeff Young made the motion to accept the application as complete, seconded by Vernon Matson. The vote to accept the motion was unanimous.

Chairman Griffin opened the hearing to the public. There were no questions or comments. The Board secretary reported no abutters had made comments. Jason Call asked if the right-of-way had been noted on the plat and it was determined it had.. There was some concern expressed about building permits being issued on these lots which are on a private road. There being no other comments, Chairman Griffin closed the public hearing.

Board members agreed forming two larger lots conforming to the Land Use Ordinance size requirement is desirable. Jeff Young made the motion to approve the boundary line adjustments, seconded by Vernon Matson. The vote to accept the motion was unanimous. Plats were signed and the Board secretary will record the mylar at the Coos County Registry of Deeds. Gardner Kellogg, Eric and Janice Matthews, and Kerry and Larry George left the meeting.

### **Consultation – Six Gun City - two lot subdivision**

Tom Brady, representing Six Gun City, presented the Board with a plan to subdivide property (23.26 acres) on Ingerson Road, Map 10, Lot 33A into two lots, one lot being 16.53 acres and one lot being 6.73 acres. Board members examined plats Mr. Brady brought to the meeting. There were several items on the subdivision checklist needing to be addressed before the application could be considered as complete. Mr. Brady was given a list of these items and new plats with corrections will have to be submitted. It was also found that abutters, Kenneth and Fern Mortenson should be noticed. A hearing was set for July 23, 2013. Mr. Brady then left the meeting.

### **Financial Report**

Charles Muller made the motion to accept the financial report, seconded by Jeff Young. The vote to accept the motion was unanimous.

### **Communications**

Copies of building permits were circulated.

A request has been received from the NH Office of Energy and Planning requesting the completion of their annual survey. The Board secretary will complete the form.

A letter sent to Mr. Lieberum and Mr. Perkins regarding their subdivision is still unanswered. Chairman Griffin said she would telephone Mr. Lieberum or Mr. Perkins.

Copies of Selectmen's minutes were circulated.

### **New Business**

The Selectmen have received a request for an after-the-fact building permit for a lot on a private road. The situation is controlled by a state law, RSA 674:41 which has been explained by the town's attorney. The Planning Board should hold a public hearing with notice by certified mail to the applicant and all abutters to the property, just as if the applicant was proposing to subdivide the parcel instead of build on it. At the public hearing, the applicant should explain his construction plans, and the Planning Board should consider the physical condition of the private road, how far it is from the nearest Class V or better road, or any other factor the Planning Board may deem relevant. Hearing views of the fire chief, police chief, or road agent may be helpful. After the public hearing is closed, the Planning Board should decide what recommendation they will make to the Selectmen, which may include the Planning Board's suggestions about what kind of improvements should be made to the private road at the applicant's expense, if any. The Planning Board should take a formal vote, and should communicate its recommendation to the Board of Selectmen in writing. The property in question is owned by James Lewis and is located on State Route 116, Map 7, Lot 20B. The private road, a former logging road, is a right-of-way across Lot 20C granted to Mr. Lewis by its owner. The right-of-way connects to Route 116 but there is no evidence a valid driveway permit from the state exists. After examining a current use plan of this property drawn in 2008, Planning Board members said they would like to look at the file of the original subdivision of which this property was a part. It was decided to place this business on the

agenda for the Planning Board's regularly scheduled August 13 meeting so information could be gathered before scheduling a hearing.

Jeff Young made a motion to adjourn the meeting, seconded by Michael Meehan. The meeting was adjourned at 9:00 p.m.

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Charlene Wheeler  
Secretary to the Board