

**SBVD PLANNING BOARD  
MEETING MINUTES  
April 1, 2019**

**PRESENT:** Members: Ted Xavier, Joel Spiller, Robert Gossett, Don Hawkins, Bob Weisner  
Alternates Bill Howley, Larry Deshler, Building Inspector Steve Keaney; SBVD  
Planner Tom Morgan

**ABSENT:** None

**MEETING OPENED:**

The meeting was called to order at 7:00 PM. Ted Xavier led the meeting in the Pledge of Allegiance.

**MEETING MINUTES:**

Minutes from the 1/07/2019 meeting were distributed and reviewed.

**Motion to approve minutes:**

**Bob Gossett**

**Motion seconded:**

**Ted Xavier**

**Motion passed by voice vote.**

**PUBLIC HEARING:**

**SBVD PB Case #19-01** – Proposal by Louis Luciano and Louis C. Dufour for a two lot subdivision at 175 Atlantic Ave. Seabrook NH, Tax Map 21, Lot 11-120.

Robert Gossett announced that he was an abutter to the property and would recuse himself from the discussion and voting. He took a seat in the audience.

Henry Boyd introduced himself and the applicants and proceeded to review the application for a two lot subdivision. Henry said that when the beach was originally laid out the property consisted for two 50'X100' lots that were merged when the existing house was built over the property line. He said to ensure that there would be no issues with subdividing the lot that the applicant sought and received a variance from the SBVD ZBA to subdivide the existing lot into two 50'X100' lots. The first page of the plans shows existing conditions with a shed, fence and patio encroaching on Seabrook Town property. Henry said all encroachments will be removed. A DES permit will also be required because the property is abutting the dunes. Boyd said he could not apply for the permit before the building plans were complete. Sheet 3 of the plans shows the possible house footprints. Boyd made a point that the new owners of the property will make the final decision of house design and location but that it will meet all zoning

requirements. Locations for water, sewer and sealed surfaces are just estimates and cannot be finalized until the new owners submit building plans.

Tom Morgan reviewed his letter (attached) outlining issues he had with the plans. Tom skipped over the items that had already been addressed and started with item #3. Subdivision regulations prohibit a plan scale larger than 20 feet. The plan used a 10 foot scale to make it easier to see the details. The applicant should request a waiver and the PB should modify their subdivision regulations to accept a 10 ft scale because of the predominance of small lots in the SBVD.

Item #4 says the plan must show street addresses for both lots. The town assessor issued a letter (on file) assigning #171 and #173 Atlantic Ave to the two properties. Bob Gossett took exception to the numbers because they are out of order relative to his house. After a long discussion Henry Boyd volunteered to review the situation with the assessor.

Item #5 says the applicant has to show evidence he has applied for all state permits. Boyd argued that he cannot apply for the DES permits until the house plans are finalized

Don Hawkins asked if any of the board members had any other questions. There being none he asked for public comment. Bob Gossett an abutter asked again about house numbers. He said the existing numbering system was entirely out of order and confusing for anyone trying to find a particular house. He was told the SBVD commissioners asked for a Fire Department review five years ago and were told the FD had GPS locations for all properties and had no trouble finding any of the houses at the beach. There are other issues with changing everyone's numbers included having to deal with the insurance companies and the banks to change loan documents and related paperwork. Boyd said he would talk to the assessor. Gossett also asked about building heights. Steve Keaney said there was a 30' maximum height allowed which is measured from the average grade around the building 6' from the foundation. The applicant is required to have a certified foundation plan before building and to submit final "as built plans" before a CO is issued.

Hawkins asked for a motion to accept the plan as administratively complete.

**Motion to accept the plan as administratively complete: Bob Weisner**  
**Motion Seconded by: Joel Spiller**  
**Motion passed by unanimous voice vote.**

Hawkins asked for a list of conditions of approval before voting to approve the plan. The board agreed on the following Conditions of Approval.

- 1. The final plans shall be updated to include the case number and to correct spelling error.**
- 2. The final plan will depict water and sewer locations for the new houses if available.**

3. **The property owner must remove the fence, pavers and shed that currently encroach on Town of Seabrook property. The owners agree not to encroach on town land in the future.**
4. **The property owner will provide proof of DES permit application as soon as it is available. A copy of the DES permit will be provided to the PB when available.**
5. **All outstanding bills must be paid to the Seabrook Beach Village District before Final Plans will be signed by the Chairman.**
6. **Final Plans must meet the approval of the SBVD Planner before it will be signed by the Chairman.**

Hawkins called for a vote on waiver requests.

**Motion to waive the 20' plan scale requirement: Don Hawkins**  
**Motion seconded: Ted Xavier**  
**Motion passed by voice vote.**

**Motion to waive the DES permit filing requirements and to allow the applicant to submit proof of application to DES when available: Don Hawkins**  
**Motion seconded: Ted Xavier**  
**Motion passed by voice vote.**

Hawkins called for a vote to approve.

**Motion to approve case SBVD PB #19.01 with the conditions listed above.**  
**Motion made by: Ted Xavier**  
**Motion seconded by: Larry Deshler**  
**Motion passed by voice vote.**

Hawkins reviewed a few other points relating to this case.

The SBVD Planning Board Chairman shall sign the Final Plans when the Planning Board receives evidence that all conditions precedent have been met. This Subdivision application shall be deemed to be finally approved on the date the Chairman signs the Final Plans.

The SBVD PB shall be responsible for recording the plat at the Rockingham County Registry of Deeds. The applicant shall provide separate checks to cover the cost of the recording.

The public hearing was closed at 8:15 PM

**OLD BUSINESS:**

**A. Continue discussion on ADU as short term vacation rental**

The board decided to continue this discussion at a future meeting but asked Tom Morgan to look into the subject and to propose changes to the ADU part of the Zoning Regulations targeting the 2020 SBVD Annual Meeting.

- B. Update on possible zoning change to increase building height for houses in the flood plain.** Further discussion of this subject was postponed to a future meeting.

**NEW BUSINESS:**

**A. Planning Board Training opportunities**

Hawkins passed out an email offering basic planning board training, sponsored by the Rockingham Planning Commission to its member towns. Reservations are required.

**B. Important dates for NH traditional town meetings.**

The board reviewed the calendar of events the SBVD commissioners use when planning the Annual meeting. Focus was placed on the PB dates that have to be met to change zoning regulations.

**OTHER:**

The board asked Tom Morgan to prepare changes to the Subdivision regulations that would allow a 10' scale to be used on plans submitted to the SBVD PB. Tom said he would have the changes ready for the next meeting.

The meeting was adjourned at 8:30 PM.

Submitted by,

Don Hawkins

**Next PB Meeting:** The next meeting of the PB will be Monday May 6, 2019 at 7:00 PM.