

**SBVD PLANNING BOARD
MEETING MINUTES
September 14, 2020**

ZOOM METING: Due to Corvid-19 the SBVD PB held a Zoom Public Meeting.

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

ABSENT: Bob Weisner

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 1/06/2020 meeting were distributed and reviewed.

Motion to approve minutes:

Ted Xavier

Motion seconded:

Joel Spiller

Motion passed by voice vote.

PUBLIC HEARING:

Case #20.01 – Proposal by Salvatore and Lena Mary Rubera for a 2 lot subdivision at 205-206 Bristol Street Seabrook NH, Tax Map 20, Lot 205-206.

Henry Boyd introduced the applicants and proceeded to review the application for a two lot subdivision at 205- 206 Bristol Street. Henry said the property originally 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 back into two lots. The first page of the plans shows existing conditions and the second page the proposed subdivision.

Tom Morgan reviewed his letter to the Planning Board (attached) outlining 12 issues he had with the original plan set. Tom asked Henry Boyd to address each of the issues as presented. The discussion that followed resulted in a list of action items that Don Hawkins said should be included as Conditions of Approval if the PB approves the plan. Hawkins read back the list of seven conditions.

1. The final plans shall be updated to include the case number and lot numbers approved by the Seabrook Assessor. A letter from the Seabrook Assessor will be provided to the Planning Board for its records.
2. A typographical error on Sheet 1 will be corrected.
3. The property's westerly boundary monument will be marked on Sheet 2 of the final plans.
4. A note will be added to the final plans stating the existing structure on the lot will be razed before March 14, 2021.
5. The final plan will depict water and sewer locations for both new houses.
6. All outstanding bills must be paid to the Seabrook Beach Village District before Final Plans will be signed by the Chairman.
7. Final Plans must meet the approval of the SBVD Planner before it will be signed by the Chairman.

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

Motion to accept the plan as administratively complete: Don Hawkins
Motion Seconded by: Joel Spiller
Motion passed by unanimous voice vote.

Xavier asked if any of the PB members had any questions or comments: Bob Gossett asked if the current lot should be assessed as two lots. Steve Keaney said he didn't think it would be until the house is torn down but that decision is up to the Town Assessor.

Xavier asked if any abutters or anyone from the public had any comments. There were none.

Xavier asked Hawkins to review the Conditions of Approval before the board votes to approve the plan. Hawkins read the list of seven items above.

Xavier called for a motion to approve case 20.01 with the conditions listed above.

Motion to approve SBVD PB Case 20.01 with the conditions listed above.
Motion made by: Don Hawkins
Motion seconded by: Bob Gossett
Motion passed by unanimous voice vote.

Hawkins reviewed a few other points relating to this case. A Notice of Decision will be sent to the applicant within a few days listing the Conditions of Approval. An electronic version of the final plans shall be sent to the SBVD Planner for approval before Final Plans are printed and approved.

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 7:40 PM

The meeting was adjourned at 7:45 PM.

Submitted by,

Don Hawkins

Next PB Meeting: The next meeting of the PB will be Monday December 7, 2020 at 7:00 PM.

TO Seabrook Beach Village District Planning Board

FROM Tom Morgan, Planner

RE Rubera Subdivision
205 Bristol Street

DATE September 9, 2020

Salvatore & Lena Mary Rubera propose a 2-lot subdivision at 205 Bristol Street. The property is located in Zone 1 (residential). The 2-sheet plan set was prepared by Millennium Engineering, and is dated March 23, 2020. I noted the following:

- 1) In my opinion, the application submittal is sufficiently complete to warrant a board vote to accept the plan as complete, as per Section 5 of the Subdivision Regulations and NH RSA 767:4.
- 2) Section 4.535 of the Subdivision Regulations requires an aerial photo of the property. I obtained the image below from Google Earth.
- 3) The plan notes that the Ruberas are the owners of the property, but does not specify the name of the applicant. If the applicant is someone other than the Ruberas, the plan should identify that party.
- 4) The “record owner” in the upper right corner of Sheet 1 has a typographical error in reference to Florida.
- 5) The proposed lots are labeled A & B. The Town Assessor should be consulted for her preferred lot numbers and street addresses, per Section 4.604 of the Subdivision Regulations
- 6) The property’s westerly boundary monuments are labeled on Sheet 1, but not on Sheet 2.
- 7) The applicant proposes Sheet 1 for recording at the Registry of Deeds, and Sheet 2 for filing with the Beach Village Precinct. This could be problematic, because Sheet 1 depicts a building “to be razed,” however until the building is actually razed, the proposed lot line would be in violation of setbacks required by Section III of the Zoning Ordinance.
- 8) The plan’s Note #2 states that the “parcel lies within an AE(9) Flood Zone,” but does not indicate whether the entire parcel or just part of the parcel are in the flood zone. If the latter is the case, future owners would find it helpful to know which part of the property is more vulnerable to

flooding.

9) A note on the plan states that a variance was granted on February 19, 2020, but does not indicate whether the variance was subject to conditions of approval, nor what those conditions might be. Sections 4.419 & 4.504 of the Subdivision Regulations require the submittal “of all variances.”

10) In my 2017 copy of the Subdivision Regulations, Section 4.402 of the Subdivision Regulations prohibits a plan scale that is larger than 20 feet. The applicant’s plan is drawn at 10 feet to the inch. I believe the 10-foot scale is both appropriate and helpful due to the small size of the lots, and for that reason I recommend that a waiver be granted if the regulations have not yet been revised to permit a 10-foot scale.

11) The plan depicts only one water line and no sewer lines. Section 4.518 of the Subdivision Regulations requires the depiction of water and sewer lines for both lots.

12) The board should ensure that the final plan is stamped by a NH licensed land surveyor.