

Town of Farmington  
Planning Board Meeting Minutes Notes  
Tuesday, March 7, 2017

**Board Members Present:**

David Kestner, Vice Chairman  
Martin Laferte  
Bill Fisher

**Board Members Absent:**

Charlie Doke, Chairman, excused  
Jim Horgan, excused

**Others Present:**

Liz Durfee, Interim Planner

**BUSINESS BEFORE THE BOARD:**

**Call to Order:**

Vice Chairman Kestner called the meeting to order at 6:20 p.m. due to technical difficulties.

**Pledge of Allegiance:**

All present stood for the Pledge of Allegiance.

**Review Meeting Minutes:**

February 21, 2017- Page 5, 5<sup>th</sup> line- add "the site plan for" after "board" and strike "at the" and "meeting" and add "year".

Page 5, 7<sup>th</sup> line up from the bottom- amend "drainage" pipe to "water" pipe.

Page 6, 9<sup>th</sup> line from the bottom- The motions to accept the application as substantially complete and to accept the amended site plan were made out of order by Mr. Horgan and Mr. Laferte and the motion to accept the amended site plan was withdrawn. Following acceptance of the application as substantially complete, Mr. Horgan motioned and Mr. Laferte seconded to accept the amended site plan contingent on receipt of the DOT access permit, soil verifications and a legal review of the easement submitted to the Planner which passed unanimously. Consensus of the board was to show the motion to accept the amended site plan was added back into the minutes.

**Voluntary Lot Merger Application** submitted by Jesse and Jennifer MacIsaac for Tax Map R06, Lot 111 and R06, Lot 110 located at 326 Camelot Shore Drive. The new lot number will be R06, Lot 110.

Ms. Durfee said this application for a voluntary lot merger was submitted and then withdrawn by the applicants in January. The applicants then requested the application be re-submitted. The application dates were not updated on the form but the Assessing Clerk, Code Enforcement Officer and the Town Clerk/Tax Collector all re-initialed and updated their signature dates. The application also includes a copy of the letter sent to the mortgage holder informing them of the applicant's intent to merge 2 existing properties into one lot and that there is no outstanding debt, lien or mortgage on the other lot. She said that neither the applicants nor the Town has received a return letter of consent from the mortgage holder and suggested a return receipt of written consent of the mortgage holder be required as a condition of the approval.

Mr. Laferte asked who owns Camelot Shore Drive.

Ms. Durfee said the roads in the Lancelot Shores development are privately owned by the association.

Mr. Laferte asked if the road along the vacant lot (Lot 111) is still a road.

Mr. Kestner said the road along Lot 111 is a "paper road" and the actual road stops at Lot 110. The dead end was not extended past Lot 110 and the 2 lots are now being merged if approved he said.

Mr. Laferte asked who authorized ending the actual road before Lot 111.

Mr. Kestner said the subdivision was approved a long time ago and he did not know the answer to his question.

Mr. Laferte added that he was not being difficult and he didn't want to see the board have a "mess" on their hands.

Ms. Durfee said the merger would be making Lot 111 have actual road frontage on it as the 2 lots would become 1 lot.

Mr. Kestner said the applicants picked up the last lot beside them and may have plans to construct a garage or other structure.

Mr. Fisher noted that any plans to develop the second lot would have to come before the Planning Board for approval.

Mr. Laferte asked if the applicants have complied with item II of Section 674:39-a, which requires written consent of each mortgage holder as a condition of approval to the merger.

Ms. Durfee said the letter from the applicant states there is no outstanding debt or mortgage on Lot 111 so this item does not apply to that lot.

Mr. Kestner said the applicants paid \$20,000 and own Lot 111. He added that you could not tell which of the 2 lots has a mortgage from the applicant's letter and suggested the board approve the merger with the condition of receipt of a consent letter from the mortgage holder.

Mr. Laferte motioned to approve the voluntary merger of Tax Map R06, Lot 111 and Tax Map R06, Lot 110 subject to the receipt of notification from each mortgage holder of the merger as a condition of approval as noted in Section 674:39-a; 2<sup>nd</sup> by Mr. Kestner.

The motion passed 3-0.

#### **Review of Draft Guidelines on Application Procedures:**

The board received a draft of the Planning Applications Guidance for review. Ms. Durfee said the general guidance sheets are intended to assist applicants with what is needed when submitting an application with the Planning and Zoning Boards and also includes links to ordinances, regulations and applications, frequently asked questions and contact information. She said the guidelines were created from suggestions from applicants who said the application process is often difficult to navigate. She said the draft is a working document and asked the board to provide comments or suggestions for additions to the document.

Mr. Kestner asked the members to take the draft home and review it and return any comments, corrections or additions to the board.

Following a brief discussion, consensus of the board was to continue the discussion of the draft at the March 20 meeting.

#### **Other Business:**

Ms. Durfee informed the board that she has resigned from the Strafford Regional Planning Commission and will no longer be providing planning services to Farmington. She said she

enjoyed her time working with the board and thanked them for their assistance.  
Mr. Kestner said he was sorry to hear that she was leaving and wished her luck with her future endeavors. He then thanked her for help, time and expertise on behalf of the board.  
Ms. Durfee said the Town Administrator will meet with the Executive Director of SRPC and determine if a replacement will fill the position.

**Adjournment:**

Mr. Laferte motioned to adjourn the meeting; 2nd by Mr. Fisher.  
The motion passed unanimously at 7:55 p.m.

Respectively submitted  
Kathleen Magoon  
Recording Secretary

A handwritten signature in dark ink, appearing to read "D. Kestner", is written over a horizontal line.

David Kestner, Vice Chairman