

**Town of Easton**  
**Planning Board Meeting - Master Plan Special Session**  
**June 21, 2018**

**DRAFT COPY**

**Planning Board:**

Denys Draper – Chair – <i>Present</i>	Tom Boucher (Alternate) – Not Present
Bob Lamanna – Present	Jim Collier (Alternate) – Present, Not Seated
Phil Reeder – Present until 7:40 pm	Frank Woodruff (Alternate) – Present, Seated
Anita Craven – Present	Bob Thibault (SB ex-officio Alternate) – Present, Not Seated
Zak Mei (SB ex-officio) – Present	

**Public in Attendance:** Roy Stever, Debbie Stever, Stephan Nix, Bunny Ford, Toni Woodruff, Ned Cutler, Lisa Cutler, Susan Schibanoff, Maria Hynes, John Hynes, Trevor Presby, Carl Lakes, Scott Viveiros

The meeting was called to order at 7:09 PM by Denys Draper.

**Minutes**

- Bob Lamanna moved to accept the 6/12 minutes. Zak Mei seconded. All in favor. None opposed. Passed.
- Bob Lamanna moved to accept the minutes for 5/3 and 5/9. Zak Mei seconded. All in favor. None opposed. Passed.

**Planning Board Business**

- Denys Draper reminded the Planning Board of the need to review existing ordinances and make recommendations of possible amendments to the Select Board at the October or November meeting.

**Viveiros Sub-Division**

- Scott Viveiros approached the table with the mylar and five copies, soil map with legend, test pit locations, and noted the engineer and survey stamps have been added. The Planning Board began reviewing the materials.
- Phil Reeder left the meeting, Frank Woodruff was seated.
- Stephan Nix stated his objection to Denys Draper being on the board due to her purported conflict of interest as a Cemetery Trustee. Denys Draper responded that she has talked to the Attorney General's Office and there is no conflict of interest.

- Stephan Nix also complained that the board was not audibly deliberating publicly. Denys Draper responded that she has been asking planning board members to speak louder.
- Stephan Nix protested the board holding a private conversation with an abutter. Denys Draper responded that the gentleman in question was also the town's Emergency Management Director.
- It was asked to be noted in the minutes that Debbie and Roy Stever were recording the meeting.
- Scott Viveiros answered questions involving lot lines, tie lines and adequate road frontage.
- A letter written by Stephan Nix, lawyer for Debbie and Roy Stever, was distributed to the board. Denys Draper read a portion of the grievances regarding a state permit, third party review (RSA 646) and zoning ordinance. Anita Craven noted that the points in the letter are preempting the points the board will ask when reviewing the application.
- Scott Viveiros spoke regarding the slope of his property pointing out the gradual pitch for the lots being developed, asserting that his newly created developable lots have below 1% pitch.
- Stephan Nix asserted that the slope density analysis noted in the zoning ordinance cannot be waived. Zak Mei read from the zoning ordinance, section 606.D, and noted that nowhere does it say the slope density analysis must be submitted to the board.
- Stephan Nix stated that the road design is incomplete. Anita Craven offered that the board could accept the plan with conditions.
- Frank Woodruff stated that if this application is accepted, there's 65 days for the full review and if needed, the board can look outside for technical expertise. Bob Lamanna agreed with this statement and noted the application can be accepted with contingencies.
- Stephan Nix stated it was the Stevers' position that the board could not take any formal action as the complete application was not available for review 21 days before this meeting. Scott Viveiros responded that he has followed every step the board has asked him to do.
- Denys Draper listed the application materials provided, noting one mylar, maps with stamp of surveyor and engineer, five copies of the soil map/legend, and five copies of the perc test location. Scott Viveiros verified this as correct.
- Trevor Presby emphasized the need for engineer road plans set to town subdivision specifications and clarified additional guidelines regarding gravel, radius of curves, line of sight, and cross-section stations.

- Stephan Nix affirmed that no DOT application has been filed. Trevor Presby stated that in our region, applications can take 6 months for approval and the board should see that application.
- The board debated the concepts of completeness review and application acceptance.
- Frank Woodruff moved to accept the application as delivered to us with the condition that the Board receives NH-licensed engineer drawings for the construction of the roadway. Bob Lamanna seconded. All in favor. Passed.
- Trevor Presby advised that the board needs to have the road plans first, and as the road is being built, the town can hire someone to inspect that the road has been built to town subdivision specifications.
- It was clarified that the clock on the Viveiros subdivision starts now.
- Scott Viveiros noted that he won't be able to get the updated road design until after July 5th.
- Bob Lamanna made a motion to continue to Thursday, August 2, at the regularly scheduled planning board meeting. Frank Woodruff seconded. All in favor. Passed.
- Susan Schibanoff asked to be on the agenda for the next meeting, July 5.
- Denys stated she would write an acceptance letter for the Viveiros subdivision application.

Denys Draper moved to adjourn the meeting at 9:40 PM. Frank Woodruff seconded. All in favor. None opposed. Passed.

Next Planning Board Meeting – Regular Meeting – July 5, 2018

Respectfully submitted,

Claire Mei  
Secretary to the Easton Planning Board