

**Ashland Planning Board  
Draft Minutes  
February 24, 2016**

CALL TO ORDER: Susan MacLeod, chair of the Ashland Planning Board, brought the meeting to order at 6:30 PM

MEMBERS PRESENT: Members present for the meeting were Susan MacLeod, chair, Fran Newton, Carol Fucarile and Mardean Badger

MEMBERS ABSENT: Cheryl Cox was absent.

CORRESPONDENCE The Ashland Planning Board met with John Derby. John Derby came before the Board for a pre-application consultation on property measuring 3.7 acres owned by his wife Mary Vittum. The property is in the subdivision 004-002-019 on the Town Tax Map. Mary Vittum, owner of the property, would like to sell 1 acre of the property. The property is located in the Rural Residential Zone.

John Derby briefly outlined the history of the property. The property was previously owned by John Hasham. He wanted to subdivide the property. The subdivision of the property was never recorded by John Hasham. A surveyor/developer put in a sewer line running along the edge of the property culminating at the end of the road. The surveyor/developer never recorded the sewer line installation. Mary Vittum bought the property from Jeremy Hiltz and subsequent to the sale built a house on a portion of the property. The house does have an adequate septic system. On October 25, 1994 the then owners of the property came before the Planning Board for the subdivision which the Planning Board required a completed sewer line or be bonded. The sewer line was never completed. The present abutters of the Vittum property are Karen Doggett through a revocable trust and Mr. Cilley, determined to be Alan Cilley's father. Both abutters' properties have individual access to their property.

The acre parcel of property that Mary Vittum wants to sell has a frontage of 100'. The minimum lot size needs to be 40,000 square feet. The property has a present lot size of 43,822 square feet. The property needs a 35' setback from the road and 25' setbacks along the sides and rear of the property in order to meet the requirements to build a house on the acre property. The setback from the water will be determined by the surveyor. The driveway needs to be 15' from either the side or back property line. The Planning Board made the following recommendations:

- That a septic designer/surveyor be engaged to determine the types of soils presently found on the property to determine it could support a septic system. Tony Randall a local septic designer and surveyor was suggested.
- To consult with the Conservation Commission concerning any issues relative to natural resources on the property
- Installation of a septic system will need to be done on the one acre property. It will need to be determined the best site for the septic system on the property. To determine if an adequate sized septic system would fit on the property.
- Update the abutters names for notification
- Go to the Town website and review/download the Subdivision Application and Subdivision Regulations and Site Plan Review

The lot will be advertised as a buildable lot. The parcel will be sold with the understanding that the buyer will pay for any perk tests. John Derby inquired if there could be a shared driveway. He was advised that a shared driveway could lead to easements being placed on both property deeds which could be problematic in the future. The drainage of water is found to be seasonal. The water drains onto the Derby property.

The Capital Improvement Plan is up and running. The Highway Department and the Town won't know until after Town Meeting information concerning expenditures.

The Economic Development Committee discussed the Town Sign. Freudenberg has \$5,000 written into their budget to be expended for the community. The Economic Development Committee would like to do a fundraiser in order to have a part in the discussions/decisions concerning the Town Sign. The Committee discussed signage on the flag island at the intersection near Meredith Village Savings Bank. The State would like only directional signs put in this space. The directional signs would be to sites of interest to tourists. The State discourages any local businesses from placing business signs in this space. The Economic Development Committee will have a meeting in another month. They will schedule an event not another meet and greet.

It was suggested by the Economic Development Committee that now that the annual July 4<sup>th</sup> fireworks are being set off from the school site that there would be more space on the ballfield for a stage. When the stage is not in use for community events a promotional video loop could be set up to advertise the various town businesses and promote the town itself.

The Planning Board discussed the Land Use group. The Land Use Review group is made up of department heads from the various town boards and committees. The purpose of these department heads meetings are to foster communication so everyone is up to date on issues and developments going on within each department. With a new Town Assessor and Town Finance Officer it was discussed that the Town Assessor and the Town Finance Officer be included on this committee to make each aware of the issues of the town departments. The Land Use group is made up of heads from the Planning Board, Zoning Board, Health Officer, Building Inspector, Conservation Commission, and Town Administrator. The committee meetings convene once a month and are closed to the public.

The members of the Planning Board were advised that nothing more has happened concerning the complaint with regard to the Burger King sign lighting. Bob Flanders was going to stop by after dark to determine the effect of the lights on the neighborhood and the abutters.

The Board discussed briefly some housekeeping items.

### ADJOURNMENT

The next meeting is the Board meeting, will be Wednesday, March 2, 2016 7:00 pm at the Ashland Elementary School Library.

With nothing more to come before it the Board adjourned. The meeting adjourned at 8: 00 PM.

*Minutes submitted by Paula Hancock*