**DALTON PLANNING BOARD**

Minutes of August 21, 2019

**Present:** Carl Lindquist, Erik Nilsen, Terri Parks, Steven Ordinetz, Jo Beth Dudley and Nancy Comeau

**Meeting called to order:** 7:03 PM

Minutes from August 7, 2019 were read. Erik made a motion and Terri seconded to accept the minutes as read. All approved.

Jo Beth received an email from Stephen Buckley, NH Municipal Association, with further information on roles of Selectmen and Planning Board under the Emergency Temporary Zoning (ETZ). Where Dalton doesn’t enforce the State Building Code (RSA 674:51), then the Select Board must act as the zoning administrator of the ETZ, and issue use permits that authorize construction that is consistent with the ETZ. Applicants seeking to do a land use project, would not be referred to the Planning Board, but instead to the Select Board, to determine if the proposed construction is permitted by the ETZ.

The Planning Board will continue working on a town-based zoning ordinance.

Regarding the Ron Blanchard email (5 Nichols Road): Mr. Blanchard is proposing to remove a mobile home and establish a double-wide home on the site, while moving the new building further back from the town road. Erik motioned to have the Planning Board visit the site and give guidance to the homeowner on siting the slab and conforming as much as possible to existing ETZ setbacks. Given that its currently a non-conforming lot under RSA 674:28 in the ETZ, this proposed change should fit the description of the criteria of acceptable use. Terri seconded the motion, all approved.

Jo Beth brought samples of land use variance applications and land use permit applications to review. She will send electronic copies for our review and we will discuss the options at the Select Board meeting on Monday, August 26.

Some questions from board members and visitors: do we know of any local towns who have paid zoning officers? Can we share services from another town (for instance, in the case a building inspector is needed)?

Discussion was had regarding a “right-to-know” request from BCM Environmental and Land Law, PLLC. They are requesting public records from all town boards/offices regarding Casella, Casella Waste, NCES, Douglas Ingerson, Dalton Valley Drags, LLC, J. W. Chipping Corp, or any entities affiliated with the above. Also listed were numerous map & lot numbers pertaining to the above parties. The law firm is requesting electronic copies. Carl has attempted to contact the lawyer from BCM Environmental, who wasn’t available, to explain that because none of this information is currently in electronic form, it will take some time to process the information and make it available to them.

Get guidance from town counsel on protocol for providing access to public records.

Options were discussed regarding where to scan the documents, or if a scanner can be leased/rented to use at the Municipal Office. Terri suggested that scanning the documents would be beneficial in the case that another party might request the same records in the future. Carl will look into the options.

Town-based zoning ordinance: we want to encourage existing businesses to continue with what they are doing. Carl will email his draft questionaire/survey to members for their review.

Eric motioned to adjourn at 8:51; Jo Beth seconded.

The meeting was reopened to consider Nancy Comeau’s appointment. Terri motioned we recommend Nancy to the Selectboard to appoint her as a Planning Board alternate. Eric seconded. All approved.

Eric motioned to readjourn the meeting; motion was seconded, all approved.

Next meeting will be held Sept. 4, 2019 at 7:00 PM.