

UNITY PLANNING BOARD MINUTES

January 8, 2019

Call to Order:

Meeting was called to order at 7:17pm by Bob Trabka

Roll Call:

Members present: Bob Trabka – Chair; Bill Schroeter – Ex Officio; Glenn Walker - Alternate

Member of the Public

Bob Day, Patrick Dombroski

Bill made a motion to accept the minutes from December 4th, 2018 as is. Glenn seconded, all were in favor.

Subdivision application was reviewed by the Board to determine if the application is complete. The complete sets of plans on Milar papers sized 22" x 34" are pending state approval due to the lot being less than 5 acres. All other requirements were completed. Bill made a motion to accept the application as complete. Glenn seconded, all were in favor.

Unfinished Business:

- a) Hearing on Bob Day Subdivision, - Public Hearing was called to order at 7:37 p.m. by Bob Trabka. Patrick Dombroski was asked if the property could sustain a septic if a future owner wants to put one in. Patrick answered "Yes". Patrick assured the board that the proposed lot could sustain a home. The Hearing closed at 7:52 p.m. In their deliberations, there were concerns by the board are that things may change regarding the existing building and the 4k area. Patrick stated that the 4k area may be removed from the plat. Bob made a motion to approve the subdivision for Bob and Margaret Day along 517 Unity Stage Road, Tax Map 10 Lot 88-1, contingent upon 1) State approval of the subdivision and 2) the approval from the State does not cause a significant change (such as boundary line changes) to the plan. Glenn seconded, all were in favor. The issue will remain on the agenda until a final decision is made.
- b) Master Plan- Bob will attend the next school board meeting to talk about reviewing the school section of the plan.

New Business:

- a) Municipal calendar – reviewed to figure out the last day to hold a final hearing for the amendment of zoning ordinance. February 4th is the last day. The Board decided to skip a second hearing. Bob will draft the final

version of the land use ordinance change. He will send it to the Town Clerk to be ready for voting day.

Other Business:

a)Public Comment - None

b)Future Agenda Items

i)Lot Line Merger Application – tabled to a later date.

Communications directed to the Board:

None

Adjournment:

Bob made the motion to adjourn at 8:26 pm, Glenn seconded. All were in favor.

Respectfully Submitted,

Penny Trabka
Planning Board Secretary

UNITY PLANNING BOARD MINUTES

February 5, 2019

Call to Order:

Meeting was called to order at 7:10pm by Bob Trabka

Roll Call:

Members present: Bob Trabka – Chair; Bill Schroeter – Ex Officio; Glenn Walker – Alternate; Bardy Flanders – Vice Chair; Tom Farnen - Alternate

Members of the Public

Robert O'Bryan, Mark Prairie

Bob asked Glenn to sit in for Prudence and Tom to sit in for Craig.

Minutes of previous meeting

- a. Minutes from 01/08/2019 - Minutes of the previous meeting were reviewed. Line 6 under "Unfinished Business" the word "are" is to be removed. Bill motioned to approve the minutes as ammended, Glenn seconded. All were in favor

New Business:

- a. Site Plan Review discussion – Mark Prairie has applied for a wholesale dealer license. He plans to rent office space from Robert O'Bryan owner of 32 Wild Orchard Way in Unity. Robert gives Prairie Automotive (Mark Prairie) permission to do business out of his residence. Mark will not have inventory or customers in or out of the residence. He doesn't plan to have a sign. Bob made a motion to wave the need for a site plan review given the scope that was described by Mark, Glenn seconded, all were in favor. Bob will write a letter for Mark.

Unfinished Business:

- a) Subdivision, Bob Day – Neither Bob Day nor his representative showed up to provide an update. The issue will be on next month's agenda.
- b) Master Plan – waiting for feedback from the Select Board.

Other Business:

- a)Public Comment - None
- b)Future Agenda Items -
 - i)Lot Line Merger Application

Communications directed to the Board:

None

Adjournment:

Glenn made the motion to adjourn at 8:02 pm, Tom seconded. All were in favor.

Respectfully Submitted,
Penny Trabka
Planning Board Secretary

UNITY PLANNING BOARD MINUTES

March 5, 2019

Call to Order:

Meeting was called to order at 7:05 pm by Bob Trabka

Roll Call:

Members present: Bob Trabka – Chair; Bill Schroeter – Ex Officio; Glenn Walker – Alternate; Tom Farnen – Alternate. Bob asked Tom to sit for Bardy and Glenn to sit for Prudence.

Members of the Public None

Minutes of previous meeting

Tom made a motion to accept the minutes from February, Glenn seconded. All were in favor.

New Business:

Tom made a motion to appoint Glenn to fill Craig Shute's position, Bill seconded. No vote was taken. Bob will call the NHMA to inquire about how to fill Craig Shute's position on the Planning Board.

Unfinished Business:

- a) Subdivision, Bob Day – Bob Day did not show up and we have not heard anything from him. Glenn will call Bob Day. Bob will make a call to NHMA to ask them about what to do when he receives registered letters back from the abutters.
- b) Master Plan – Bob will contact the chair of the school board to meet with them regarding Master Plan

Other Business:

- a) Public Comment
- b) Future Agenda Items
 - i) Lot Line Merger Application – tabled to a later date to reword
- c) Bob sent an email to Rosemary to inquire about when the signups will be for 2020 elections.

Communications directed to the Board: None

Adjournment:

Tom made the motion to adjourn at 7:40 pm, Glenn seconded. All were in favor.

Respectfully Submitted,
Penny Trabka
Planning Board Secretary

UNITY PLANNING BOARD MINUTES

May 7, 2019

Call to Order:

Meeting was called to order at 7:08 pm by Bob Trabka

Roll Call:

Members present: Bob Trabka – Chair; Bill Schroeter – Ex Officio; Glenn Walker – Alternate; Tom Farmen – Alternate

Bob asked Glenn to sit in for Prudence and Tom to sit in for Chuck Rataj.

Minutes of previous meeting: Glenn made a motion to accept the minutes from March 5th, Tom seconded. All were in favor.

New Business:

a) Board Elections

Bill nominated Bob Trabka for Chair, Tom seconded all were in favor, Bob abstained. Since Bill cannot be Chair or Vice Chair and Glenn and Tom are alternates, the Board will have to wait until the next meeting to elect a vice chair.

b) Review/Edit/Affirm of Rule of Procedure (ROP)

The Board reviewed the ROP. Glenn made a motion to accept the ROP as written, Bill seconded. All were in favor.

c) Appointment of PB member

There is an open seat on the board due to the passing of Craig Shute. The Board must appoint a member to finish out the year. Tom made a motion to nominate Glenn to be a board member. Bill seconded, all were in favor.

d) Land Use Ordinance

The Board needs to sign a copy of the newly amended Land Use Ordinance and forward it to the Town Clerk. Bob did not have a printed copy available so he will print a copy of the Land Use Ordinance and have the board sign it at the next meeting then get it to Rosemary.

e) Hazard Mitigation Committee

Bill attended a hazard mitigation committee meeting and two more are scheduled for May 16th and June 6th for 4 p.m. at the Town Offices. The Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) is facilitating these meetings.

Unfinished Business:

a) Subdivision – Bob Day

The Board is still waiting for Bob Day and Patrick to come back with the final version from the State.

b) Master Plan

No progress. Bob needs to get together with the Chair of the Unity School Board for their input. He is also waiting for the Selectmen's review comments.

Other Business:

a) Public Comment

b) Future Agenda Items

i) Lot Line Merger Application – tabled to a later date to reword

Communications directed to the Board:

a) Land donation

A land owner has offered to donate a parcel of land to the Town. The Selectmen are required to get review/recommendations by the Planning Board and Conservation Commission. Tom made a motion to recommend the Selectmen accept the land donation, Glenn seconded. All were in favor. Bob will send a letter to the Board of Selectmen.

b) Census

Bill shared with the Board some information on how the Census considers the County Complex.

Adjournment:

Bob made a motion to adjourn the meeting at 8:07 p.m. Bill seconded. All were in favor.

Respectfully Submitted,
Penny Trabka
Planning Board Secretary

UNITY PLANNING BOARD MINUTES

July 9, 2019

Call to Order: Meeting was called to order at 7:07 pm by Bob Trabka

Roll Call: Members present: Members present: Bob Trabka – Chair; Bill Schroeter – Ex Officio; Glenn Walker – Alternate; Chuck Rataj – Member; Prudence McCormick – Member

Members of the public: David Pardy

Minutes of previous meeting: Bill made a motion to accept minutes, Glenn seconded, Prudence abstained. All else were in favor.

New Business:

- a) Mr. Pardy inquired about his property on Britton Rd. He asked about whether he needed to subdivide to build a second home on the property. The answer is “yes”. The Land Use Ordinance allows for one dwelling per lot.
- b) Land Use Ordinance – The Board members signed the newest version of the Land Use Ordinance so it could be put on file with the Town Clerk.

Unfinished Business:

- a) Board Elections – already took place in May. One position, Vice Chair, is open. Prudence nominated Glenn Walker, Bill seconded and all were in favor.
- b) Subdivision, Bob Day – has a buyer, waiting on final word.
- c) Master Plan- Bob went to the School Board meeting in June to ask the School Board for their input. Planning Board is awaiting on Selectmen feedback.

Other Business:

- a) Public Comment
- b) Future Agenda Items
 - a. Lot Line Merger Application

Communications directed to the Board: Selectmen asked the Planning Board to send another letter to Jason McClay regarding access to his property via Potato Hill Road.

Adjournment: Bob made a motion to adjourn the meeting at 7:55, Glenn seconded. All were in favor.

Respectfully Submitted,
Penny Trabka
Planning Board Secretary

UNITY PLANNING BOARD MINUTES

August 6, 2019

Call to Order: Meeting was called to order at 7:07 pm by Bob Trabka

Roll Call: Members present: Members present: Bob Trabka – Chair; Bill Schroeter – Ex Officio; Glenn Walker – Vice Chair; Chuck Rataj – Member; Prudence McCormick – Member; Tom Farnen - Alternate

Members of the public:

Minutes of previous meeting: Glenn made a motion to change “awaiting” to “waiting” in Unfinished Business part C. Bill made a motion to approve minutes as amended, Prudence seconded. All were in favor.

New Business:

- a) Hazard Mitigation Plan – A draft Hazard Mitigation Plan for the town of Unity has been completed with the help of Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC). Recommendations in the plan suggest that the Planning Board consider restrictions on building in a flood plain. Bob will send all members a Floodplain Ordinance Document.

Unfinished Business:

- a) Master Plan – waiting for feedback from the School Board and Select Board.

Other Business:

- a) Public Comment
- b) Future Agenda Items

Future Business:

- a) Board to study Flood Plain Ordinance

Communications directed to the Board:

- a) A resident requested 9 months of Planning Board minutes.

Adjournment: Glenn made a motion to adjourn the meeting at 7:40, Prudence seconded. All were in favor.

Respectfully Submitted,
Penny Trabka
Planning Board Secretary

Unity Planning Board

Meeting Notice

The Unity Planning Board typically meets on the first Tuesday of every month at 7:00 pm in the Unity Elementary School. The following are the dates for these meetings:

*July 9, 2019 at 7:00 PM

August 6, 2019 at 7:00 PM

September 3, 2019 at 7:00 PM

October 1, 2019, at 7:00 PM

November 5, 2019 at 7:00 PM

December 3, 2019 at 7:00 PM

The public is welcome to attend.

* This date is the second Tuesday of the month.