

DRAFT UNAPPROVED

Note: Please find the following **DRAFT** minutes of the Planning Board. These **DRAFT** minutes are subject to being amended, extended and approved by the Planning Board during it's next meeting.

Town of Enfield
Planning Board
Tim Taylor, Chairman
October 10, 2012- 7:00 PM

Present: Dan Kiley- Vice Chairman, David Saladino, Kurt Gotthardt, Paul Withrow, Suzanne Laliberte, Paula Rowe, and Nate Miller- Acting Town Planner.

Vice-Chairman Dan Kiley called the meeting to order at 7:00 PM.

Approval of Minutes:

Suzanne Laliberte moved to approve the minutes of September 26, 2012. Paul Withrow seconded and the motion passed unanimously. David Saladino abstained due to absence.

Selectmen's Report:

This item was tabled to the Planning Board's next meeting.

Business:

Discussion of Potential Zoning Amendments for 2013 Town Meeting

Nate Miller advised that, if the Planning Board wishes to propose any zoning amendments in addition to the new Route 4 Zone, they should be identified at this time.

Nate Miller reported that the Planning Board has received correspondence from the Zoning Board of Adjustment. The Zoning Board wishes to be kept abreast of any zoning amendments that the Planning Board sponsors. Dan Kiley advised that members of the Zoning Board are welcome to come to any Planning Board meeting as interested members of the public, but it would be beneficial to schedule a discussion with those members of the Zoning Board at the next Planning Board meeting on November 14th.

Nate Miller advised that he would coordinate with Zoning Administrator Phil Neily to invite members of the Zoning Board to attend the Planning Board's November 14th meeting.

Board members identified the Section 409 "Parking and Loading Requirements" as needing revision. The town's current parking requirements are cumbersome. Dan Kiley and Kurt Gotthardt noted that applicants are being required to construct more parking than is needed. Recent examples where the town has required more parking than needed include the recently approved R&L Auto and Towing site plan and the Keene Medical Products site plan.

Following discussion, the Board identified the proposed Route 4 Parking District requirements as an appropriate starting point for an amended Section 409. The Board asked Nate Miller to develop draft language for review at the November 14th Planning Board meeting.

Beyond the parking requirements of Section 409 and the proposed Route 4 District, the Board does not wish to sponsor any additional zoning amendments for 2013 Town Meeting.

Public Outreach Plan for Proposed US Route 4 Zoning District

Nate Miller reported that the Community Planning Grant to conduct public outreach for the Route 4 Zoning proposal has been approved. The primary means of outreach will be a pamphlet/flyer that is mailed to every landowner in town. Dan Kiley and Dave Saladino advised that the flyer should be written in plain language with clear graphics. The goal is to ensure that town residents have a good understanding of the proposal before Town Meeting in March. The flyer needs to explain how this proposal resulted from the 2011 Design Charrette for the area, and recap the goals of the proposal (i.e. higher and better use for the land, connecting developments to each other to reduce access points on Route 4, protecting the town's water supply, etc). Similarly, the graphics in the flyer need to show what the area looks like now and what it could look like in the future under the zoning proposal. Nate Miller advised that he would prepare a draft of the flyer for review at the November 14th Planning Board meeting.

Nate Miller noted that the grant has a specific line item for outreach to groups that are typically underserved or underrepresented in public processes. Following discussion, the Board identified senior citizens and renters as the populations that might fall into this category in Enfield. Dan Kiley suggested that a display be developed that could be brought to Senior Center lunches

and Lions Club meetings. Suzanne Laliberte suggested reaching out to Anne's Place residents and Laundromats to reach renters.

Communication:

Nate Miller distributed the agenda for the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) Fall Planning/Zoning Conference. The conference is scheduled for November 10th, 2012 at the Common Man Restaurant in Claremont, NH from 8:30 AM to 4:00 PM. The cost is \$50.00. The town does have funds budgeted for board training and development that can cover the registration cost. Dan Kiley and Suzanne Laliberte will be attending.

Dan Kiley noted that NHDOT has released the Environmental Study for the proposed at-grade crossing of Northern Rail Trail with Main Street. Dan Kiley asked if the Planning Board is interested in submitting formal comments on the project. Following discussion, the Board decided not to submit comments on the Environmental Study.

Timber Cuts:

Paul and Melody Cavicchi – Smith Pond Road/U.S. Route 4.

Next Meeting:

The next regular Planning Board meeting is scheduled for November 14, 2012.

Adjournment:

David Saladino moved to adjourn the meeting at 8:50 PM. Paul Withrow seconded and the motion passed unanimously.