

**TOWN OF FARMINGTON
PLANNING BOARD MEETING
Tuesday, May 5, 2015
356 Main Street, Farmington, NH**

Board Members Present: Charles Doke, David Kestner, Glen Demers, Martin Laferte

Selectmen's Representative:

Board Members Absent/Excused: Anthony Vittorioso, Jim Horgan

Town Staff Present:

Public Present: Dave Connolly, Randy Orvis

BUSINESS BEFORE THE BOARD:

- **Pledge of Allegiance**

At 6:05 pm Chairman Doke called the meeting to order and all present stood for the Pledge of Allegiance.

- **Review and approve Meeting Minutes of April 21, 2015**

Page 2, top of page; change the date from May 1, 2015 to May 6, 2015.

Martin Laferte motioned to approve the minutes of April 21, 2015 as amended; 2nd Glen Demers. Motion passed unanimously.

- **Continued discussion on Goals and Objectives for 2015**

Chairman Doke asked members for their opinions on the priority for items listed as goals at the previous meeting. David Kestner suggested the two items listed in the memo from Planning Board Secretary Bette Gallagher and Code Enforcement Officer Dennis Roseberry should be addressed first as they are zoning issues(define the length of time storage trailers may be used on residential property and clarify the use of campers on residential property).

He listed additional priorities as follows: definition of substantial development; task to the Planner how to form the 79-e and TIF Districts; obtain guidance on how to establish the fund for the Districts and contacting former Town Planner Kathy Menici and Consultant Jack Mettee for assistance with the issues. Mr. Kestner said the Town Aquifer Overlay and the Business Node Overlay could be allowed to “slide” temporarily as there do not seem to be any pressing issues with those items. Chairman Doke said he would check to see if any of the items needs to be re-visited.

Mr. Kestner added that since the zoning amendments must go before voters for approval at Town Meeting, they must be ready by year end to meet deadlines to be included on the warrant at the annual meeting. Consensus of the Board showed they were in general agreement with Mr. Kestner’s suggestions.

David Kestner motioned to set the Board’s priority goals for the coming year as follows:

1. Define the length time storage trailers may be used on residential property;
2. Clarify the use of campers on residential property;
3. Establish a procedure to follow up by letter to applicant/agent under signature of the Planning Board Chairman when conditional approval has expired;
4. Define “substantial development” and resolve the conflict between the Town ordinance and State statute;

5. Work with the Economic Development Committee to educate downtown property owners about the 79-e District and determine next steps for the TIF District.

2nd Martin Laferte. The motion passed unanimously.

- **Any other business to come before the Board**

Workshop Meeting Structure – Chairman Doke said he would like to recommend that all Board members express their comments and concerns before the Chair expresses his thoughts at future workshop meetings. No one expressed opposition to his recommendation.

Support for Staff Needs of the Board – Chairman Doke advised the Board of his attendance at a recent Board of Selectmen meeting. He told the members he spoke as a resident, expressed his own opinions and did not speak on behalf of the Board. He said the discussion concerned the lack of a full-time Planner, keeping the Planning Office open five days a week and changing the image of the Planning Department to show that we want you (applicants) to come in; there won't be a lot of delays; no surprises and things will be done expeditiously.

Planning Board members discussed the lack of response from the interim Planner for requested materials; when the front door of the Municipal building is open the Planning Office should be open; economic impact to adjacent and nearby areas by the Granite Ridge shopping center; being ready for the increase in economic development and the lack of ability to get quick answers to questions.

Resident Randy Orvis said he also attended the Selectmen's meeting and had the same conversation with that Board. Mr. Orvis added that he found out today that Selectmen cut the money for the full-time Planner out of the budget following the resignation of Town Planner Kathy Menici. He said that the lack of a full-time Planner has impacted his ability for timely billing of his clients due to delays in the application review process because of having a part-time Planner. Mr. Orvis said he dropped off final plans for review about a month ago and just received questions and comments on the plans this afternoon.

Resident Dave Connolly told the Board that the Economic Development Committee and the Conservation Commission also rely on the Planner for answers and guidance, but noted that the Planning Board has priority on the Planner's time. He agreed that he is also not able to get answers to questions in a timely fashion.

Additional discussion included having Planning Board members attend the Selectmen's meeting on May 18th to impress upon them the need for a full-time Planner and for the Planning Office to be open five days a week. Chairman Doke said he will ask the Planning Board Secretary to confirm the date of the Selectmen's meeting and remind Board members by e-mail.

Representation to Other Committees – Martin Laferte asked the members if they wished to have him continue to represent the Planning Board on the Economic Development Committee, the Capital Improvements Committee, the Strafford County Regional Planning Commission and Farmington-Rochester Joint Water Committee for another year. Board members encouraged him to continue representing the Board and he agreed to do so.

Memo from the Planning Board Secretary and the Code Enforcement Officer – Vice-Chairman Kestner asked the Board to discuss the memo regarding storage trailers and campers. The memo asks members to define the amount of time to allow storage trailers on residential property which is not currently addressed in the regulations. The staff members suggested the definition be included in Section 1.08 of the Housing Maintenance and Occupancy Code as storage trailers/tractor trailers. Mr. Kestner said the regulation needs two definitions, one for storage trailer and one for tractor trailer as they are two different things. A storage trailer is usually made of metal and is dropped off and left at the site. A tractor trailer is a movable unit he said.

Martin Laferte expressed a concern about the second item on the memo regarding the use of campers on residential property. The memo suggests the Board clarify the ordinance to say that the 30-day time limit is cumulative for the year for campers or other structures for human shelter to remain on residential property. He

said that some residents go south for the winter and store their camper on their property while they are gone. Most are gone for the season which is more than 30 days he said.

Randy Orvis asked if the vehicle is a registered motor vehicle which can be parked in their driveway, where do the land use regulations come in. He added that they should be able to keep it on their property if they are not living in it.

Dave Connolly noted that some people keep their units hooked up to electricity to keep the battery charged. Discussion also included changing the language to allow storage of campers, motor homes, etc., expanding the definition of “campground”, if more than one unit on a lot requires campground approval and asking the Planner for his input on how other towns handle this issue.

After some additional discussion, members decided to ask the Code Enforcement Officer Dennis Roseberry to attend a future meeting to explain what he is looking for. Chairman Doke said he would ask the CEO to come in to a meeting or provide a written answer to the Board.

Nobis Engineering Report – Members received copies of an e-mail from Nobis Project Manager Brett Kay who reported that the utility pole replacement project will be wrapping up in the next few weeks. The firm will conduct a final inspection in June to confirm that disturbed areas have been stabilized. They will provide a copy of the inspection report to the Town once the final inspection has been completed.

Member Roster – Members received the 2015-2016 Planning Board Members Roster which contains the contact information and term for each member.

Next Meeting – The next meeting is scheduled for Tuesday, May 19, 2015 at 6:00 pm.

At 7:15 pm Martin Laferte motioned to adjourn the meeting; 2nd Glen Demers. The motion passed unanimously.

Respectfully submitted,
Kathleen Magoon, Recording Secretary

Charles Doke, Chairman