

Town of Farmington
356 Main Street
Planning Board Meeting
Tuesday, September 6, 2016

Minutes

Joint Meeting with the Economic Development Committee

Planning Board Members Present:

Charlie Doke, Chairman
David Kestner, Vice Chairman
Martin Laferte
Resta Detwiler
Glen Demers
Jim Horgan, Selectmen's Rep.

Board Members Absent:

Anthony Vittorioso, excused

EDC Members Present:

Resta Detwiler, Chairman
Denise Roy-Palmer, Vice Chairman
Martin Laferte, Planning Board Rep.
Ann Titus, Selectmen's Rep.

Committee Members Absent:

Elaine Aylard, excused
Randy Orvis
Diane Blair

Staff Present:

Liz Durfee, Interim Planner
Diana Proulx, Dept. Secretary

Business Before the Board:

1). Call to Order/Pledge of Allegiance:

Chairman Doke called the meeting to order at 6:05 p.m. All present stood for the Pledge of Allegiance.

2). Review of Minutes:

August 16, 2016- Ms. Durfee recommended the following edits;

Page 3, motion to approve the application for a minor subdivision- add "septic" after "DES" in Condition 1; Amend Condition 4 to read "Amend Note 1 to indicate that the minimum frontage in the AR District is 250 feet."

Page 6, motion to approve the application for Amended Major Site Plan Review- add "conditionally" before "approve" and reformat the motion to read:

"Mr. Horgan motioned to conditionally approve the application for Amended Major Site Plan Review for Catherine Natale for a general store at 576 Ten Rod Road subject to the following conditions:

- 1). Receipt of the commercial floor plans for the building
 - 2). Approval of the sign wording by the Road Agent;
- 2nd by Mr. Demers. The motion passed 5-1."

Mr. Horgan motioned to approve the minutes as amended;
2nd by Ms. Detwiler. The motion passed unanimously.

3). Review of Build Out Scenario Map:

Ms. Durfee told the board the EDC had requested a description of the potentially buildable property and permitted uses in each district. She provided copies of a Commercial and Industrial District Build-out Analysis for the Town of Farmington compiled by Strafford Regional Planning Commission using the digital data in the NH GRANIT database. She explained the map's color-coded legend, basic map features and undevelopable areas as identified by 2010 land use data. The analysis does not include town owned land, frontage requirements for development and areas that may be redeveloped.

Discussion included to better identify Coheco Road so it doesn't get "lost" on the map, include information on each district in the monthly EDC newsletter and on the town website, potential challenges to existing zoning, development challenges due to the terrain, if some districts along the north side of Rte. 11 were realigned following the zoning changes in 2011, add the existing railroad, utility and state right-of-ways to the analysis and posting the newsletter online.

The board and committee members also discussed how to help each other achieve their goals, how to market the lots in the Sarah Greenfield Business Park, agenda for the Sept./Oct. EDC meetings, finding members for the TIF District Advisory Board, information available for potential business owners, improving "customer friendliness", improving communication among town staff/boards, recent business ribbon cuttings, feedback/questions from business owners, host a meeting at the Town Hall to meet business owners and updating town maps to include hiking trails, conservation areas and other town assets.

Recess- Mr. Laferte motioned to take a five minute recess;
2nd by Mr. Kestner. The motion passed unanimously at 7 p.m.

The meeting reconvened at 7:20 p.m.

4). Review Change of Business Use in Village Center Application Form:

Ms. Durfee presented a proposed revision to the Change of Use in Village Center District form. The current form was revised in 2013 but does not include all of the information required in Article II, Section 5.1 of the Site Plan Review Regulations. She proposed the board accept the recommended changes to the form so that the Code Enforcement Officer and the Planner will have all of the information needed to determine if the proposed use meets the criteria in the regulations.

Members made the following additional revisions to the proposed form:

Page 1, center top of page- change “sign” to “signed” to read “Please submit a signed application with this Change of Use”.

Page 2, bottom of page- remove the current Building Inspector’s name from the signature line and replace with a generic job title (CEO/Building Inspector) under the signature line; eliminate one of the signature lines and replace it with one signature line and circle whether the application is approved or denied and include information on what constitutes a change of use or a reference about where to find the definition.

Mr. Horgan asked if where the Village Center ends is clearly defined in writing.

Ms. Durfee said the center district does end on a certain street but the districts intersect and she will put together information for the next meeting detailing the location of the district.

Ms. Detwiler asked if the change of use forms and other information to help the applicant complete the forms/applications are available online.

Ms. Durfee said the new change of use form will be available online but that some of the maps don’t have updated GIS parcel information and recommended they not be posted online until they are updated.

Mr. Demers added that the town tax cards have zoning information on them.

Ms. Detwiler motioned to approve the form as amended;
2nd by Mr. Horgan. The motion passed unanimously.

5). Initial Discussion of Changes to Regulations: Sign Ordinance and Accessory Dwelling Units:

Sign Ordinance- Ms. Durfee told the board that following a 2015 Supreme Court case about 1st Amendment rights regarding the content of signs, the board should review the town’s sign ordinance and determine if the current ordinance violates the 1st Amendment. Discussion included working with legal counsel for recommended revisions, forward the existing regulations to the board to obtain suggested revisions from the members, equal treatment for religious and

political signs, review all of the regulations regarding signs, allowing electronic signs, light intensity of lit or flashing signs and temporary signs,

Ms. Durfee said she has already had an initial discussion with the town's attorney about "tweaking" the regulations. She said she will include the attorney's recommendations for revisions and issues for discussion in their meeting packets as soon as it is available and schedule additional discussion on the matter for an October or November meeting.

Accessory Dwelling Units- Ms. Durfee said that state law RSA 146, prohibits towns from not allowing accessory dwelling units to single family dwelling whether they are attached or unattached to the primary residence.

Mr. Horgan asked if the owner of a three acre lot with a single family residence has to purchase a second three acre lot to add an accessory dwelling to primary residence.

Ms. Durfee said the law does not require the additional three acres and explained the statute was designed to provide more housing options for the state's changing population. She said town will have the ability to regulate the units through permits, conditional use permits and by special exception. She said if the town chooses not to address the issue the accessory dwelling units will be allowed by right. She added that she is awaiting a response from legal counsel and suggested the board revisit the issue later this month or in October.

Discussion included there is no distinction in the law as to whether the accessory dwelling will be inhabited by family or as a rental unit, the accessory dwelling must meet DES septic regulations and setback requirements, regulating the size of the unit and the number of bedrooms, if the law allows the defeat of three acre zoning for single family dwellings, the option to allow/disallow attached or detached accessory units, add-ons to mobile homes, if two modular/mobile homes will be allowed on the same lot, the various types of "tiny homes" and updating the zoning ordinances.

Ms. Durfee said she will provide the state guidelines to the board as soon as they are available.

6). Any Other Business to Come Before the Board:

A). Ms. Detwiler thanked Ms. Durfee for all of her work in providing the requested information to the Economic Development Committee.

B). Chairman Doke told the board that member Anthony Vittorioso has informed him that he must resign his seat on the board effective immediately due to personal reasons. He then expressed his appreciation for Mr. Vittorioso's time and efforts and added he would be welcome to return to board in the future if he is able to do so.

Mr. Horgan motioned to accept the resignation of Anthony Vittorioso;
2nd by Mr. Laferte. The motion passed unanimously.


Ms. Durfee suggested anyone wishing to fill the vacant seat contact the Planning Office at the
Municipal Office Building for information on how to submit an application.

7). Next Meeting: Tuesday, September 20, 2016.

8). Adjournment:

Mr. Laferte motioned to adjourn the meeting;
2nd by Mr. Horgan. The motion passed unanimously at 8 p.m.

Respectively submitted
Kathleen Magoon
Recording Secretary

 10.4.16

Charlie Doke, Chairman