

Moultonborough Planning Board
P.O. Box 139
Moultonborough, NH 03254

Work Session Minutes

June 29, 2011

Minutes

Present: Members: Natt King, Chris Maroun, Jane Fairchild, Tom Howard, Judy Ryerson
Ed Charest (Selectmen's Representative)
Alternates: Peter Jensen, Keith Nelson – arrived at 7:08; Dave Holden – Interim Planner
Excused: Member: Joanne Coppinger

Mr. King opened the meeting at 7:00, noting that this was a regularly scheduled work session, and appointed Peter Jensen to sit on the board with full voting privileges in place of Joanne Coppinger.

I. Pledge of Allegiance

II.

Discussion relating to Access Management

Mr. Holden referred to the two Memorandums with attachments that were provided to the board at their last meeting, relating to Access Management. Mr. Holden gave a brief overview of access management. He noted that it related to things such as curb cuts, joint control over curb cuts between the State, the Town and the Feds. There are three partners that are involved in State and Local controlled roads. There are templates available for review. The Town looks coordinate with the state, and that is done through the different districts at the local level.

Mr. Holden has been in contact with Mark Morrill, the district engineer for NHDOT, District 3. They would like to coordinate with the town and feel that coordination is important. Mr. Holden would like to meet with Mark Morrill to review the Town's Zoning Ordinance. The former Town Planner had taken the position that there should be a Memo of Understanding (MOU) in place before any steps could be taken towards access management. Mr. Holden is not in agreement with that method, and in fact believes the MOU comes into place after, and that it is not necessary at this time.

Mr. King noted a concern of the board is the possibility of a large development coming to the board for site plan review, where the applicant has already received approval from the NHDOT for a curb cut. Once that has been approved by the State, if during the review process the Planning Board felt the curb cut would be better if relocated, it would be a difficult process on the board's part. Mr. Holden stated that was the key, to work with the state, and why he is willing to meet with Mark Morrill.

Ms. Ryerson referred to the Site Plan Regulations, Section 10 (D) 2, Additional Material or Information Required "Approved Driveway Permit from NHDOT or the Town of Moultonborough". This is a requirement in our regulations that requires applicants to go to the NHDOT first. Board members were in agreement that this would lead an applicant to obtain their approval from the State prior to the Planning Board ever having the opportunity to review the site plan. This is a section of the regulations that should be amended for change.

Mr. Holden asked if the Board would approve for him to meet with Mark Morrill, and then he will provide the board with a memo as what takes place and any outcome of the meeting. Board members approved of the meeting with Mr. Holden and Mr. Morrill.

Board members questioned and discussed the State Highways in the Town of Moultonborough. These included Routes 25, 109 & 171, Moultonboro Neck Road, Greene's Basin Road and Bean Road. There was a question if Bean Road was a state road and if there were any other state roads. Mr. Holden will verify the state road in Moultonborough with Mr. Morrill. He will set up a tentative meeting for the 13th.

Discussion relating to the Revision of the Sign Ordinance

Board members were provided with copies of the material provided by Ms. Fairchild, Mr. Jensen and Mr. Howard. These included a previous draft revision as well as two sign ordinances from Kingston, NH and Lake Forest, IL.

Mr. King stated the importance of a definition section in the sign ordinance. Mr. Holden stated the board should start first with defining what is in the current ordinance, and then add to that what is needed. Ms. Ryerson questioned where the board should start. Upon further discussion the board agreed that the existing sign ordinance is very hard to follow, that it lacks organization and did not contain a Purpose.

Mr. Holden explained that the Board was making things more difficult for themselves by attempting to craft an ordinance amongst 8 or 9 members during a work session, and that it has been the practice in his prior community that he and or staff crafted ordinances to start with that could be fine tuned by the board. Mr. Holden suggested the board select a format that they agreed on, as well as a purpose, and then he would apply the current ordinance into that format and insert the purpose. Board members reviewed the materials provided and were in agreement with the formatting and purpose in the Draft version dated rev. November 17, 2009, rev2.Dec.1, 2009. Mr. Holden will work on the formatting for the board to work on at their next meeting of July 13th. Ms. Whitney will search out all of the definitions that are currently in the sign ordinance to be inserted into the beginning of the sign ordinance for easier location.

Mr. Howard noted there was an informational meeting held on Monday regarding the road projects to be undertaken. He noted the board should stay in tune with the discussions on what was happening. It was noted that the Zoning Ordinance refers to Collector and Local Road's and questioned who designates a road as a collector or local road. Mr. Holden stated that he would be willing to ask Mark Morrill of NHDOT the question as what is a collector road and who designates that.

Mr. Holden asked if Ms. Fairchild would be willing to work with him on the revision of the sign ordinance. She stated yes.

III. Adjournment Mr. Chares made the motion to adjourn at 8:38 PM, seconded by Mr. Howard, carried unanimously.

Respectfully Submitted,
Bonnie L. Whitney
Administrative Assistant