

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

Regular Meeting

July 13, 2011

Minutes

Present: Members: Joanne Coppinger, Judy Ryerson, Jane Fairchild, Tom Howard,
Ed Charest (Selectmen's Representative)

Alternate: Keith Nelson; Dave Holden – Interim Planner

Excused: Members: Natt King, Chris Maroun

Alternate: Peter Jensen

I. Pledge of Allegiance

Ms. Coppinger called the regular meeting to order at 7:00 P.M. and appointed Keith Nelson to sit on the board with full voting privileges in place of Natt King.

II. Approval of Minutes

Ms. Ryerson noted the need for a correction to a comment she had made regarding the hearing for Bald Peak Land Company. On page three, middle of the page, the end of her comment should read "...will not be any detrimental impact in *wetlands*, *not to address* groundwater quality."

Motion: Ms. Ryerson moved to approve the Planning Board Minutes of June 22, 2011, as amended, seconded by Mr. Charest, carried unanimously with Ms. Coppinger and Mr. Nelson abstaining.

Motion: Ms. Ryerson moved to approve the Planning Board Work Session Minutes of June 29, 2011, as written, seconded by Mr. Charest, carried unanimously with Ms. Coppinger abstaining.

III. New Submissions

IV. Boundary Line Adjustments

V. Hearings

1. Continuation of Public Hearing - Bald Peak Land Company (182-7)(1 Bald Peak Drive) Conditional Use Permit

Ms. Coppinger stated the board was in receipt of a letter dated July 12th from James Rines, of White Mountain Survey Co., agent for the applicant, withdrawing the application without prejudice.

Motion: Mr. Charest moved to grant the request for withdrawal of the application submitted by **Bald Peak Land Company (182-7)**, seconded by Mr. Howard, carried unanimously.

VI. Informal Discussions

VII. Unfinished Business

1. Discussion relating to Access Management

Mr. Holden updated the Board relating to Access Management and what has taken place since the work session. Mr. Holden prepared a memo which indicated that he has scheduled a meeting with NH DOT District 3, Engineer Mark Morrill for August 2, 2011. Also contained in the memo was a list of questions to be discussed with Mr. Morrill. The Board reviewed the questions, as requested by Mr. Holden, again questioning what are the State Highways in the Town of Moultonborough and what a Class I and Class II highway is. The Board requested Mr. Holden contact Scott Kinmond, DPW Director, asking him to provide a list to the Board of what he believes are all of the State Highways in the Town, and ask Mr. Morrill to do the same for the meeting on August 2nd.

Mr. Holden commented that the Board could proceed forward without a Memorandum of Understanding in place between the parties (NH DOT, District 3, Lakes Region Planning Commission and Town).

A brief discussion took place regarding the application process for a driveway permit from NH DOT, is an applicant able to receive a Permit from NH DOT before making application to the Town? Board members were in agreement that they would like to have the opportunity to communicate with NH DOT prior to the granting of a driveway permit by NH DOT as it directly relates to their site plan review.

Mr. Holden will update the Board once any additional information becomes available or after his meeting with Mr. Morrill on August 2nd.

2. Discussion relating to the Revision of the Sign Ordinance

Mr. Holden stated that at the work session on June 29th the Board had reviewed several formats for ordinances and selected one they agreed on (Jane's version rev2. Dec.1, 2009) as well as selecting a purpose. His charge was to take the existing sign ordinance and apply it to the format selected, adding the purpose too.

Mr. Holden commented that he had created a table of contents of the existing Zoning Ordinance which was intended to provide the Board the opportunity to evaluate the composition and layout. He pointed out that when someone was to look at the table of contents, you could easily see the need for re-formatting.

Next Mr. Holden provided the board with a copy of the existing sign ordinance that had been applied to the most common format in our ordinance. Mr. Holden stated that while it is the decision of the board which format they chose, he felt that this one works best for the Board as it allows for expansion.

He also provided the board with examples of alternate formats, which included one that was flexible and limited, a second that was more flexible and limited and last, and last, one that was flexible and less limited, but is directed towards an ordinance for a more "urban" community rather than a small community such as Moultonborough.

Mr. Holden suggested the board propose two warrant articles relating to the revision of the sign ordinance. The first being just a formatting change of our existing sign ordinance and a second warrant article that would include any amendments and the formatting change as shown in handout labeled Article V. Signs (Existing Ordinance) Format 2 (Previous Format – New Headings) dated July 13, 2011.

Mr. Howard and Ms. Whitney commented that it was much easier to locate and follow the "new" format of the ordinance. Ms. Whitney questioned if time allowed, would the board entertain the idea of having Mr. Holden re-format the entire Zoning Ordinance. The board was in agreement with that suggestion. Mr. Holden stated that he had limited time in which he was available, but was willing to start formatting the

entire ordinance. His first priority is to format the existing sign ordinance, next to format the entire ordinance and then access management.

Mr. Holden asked this evening that the board makes a list of substantive changes for the sign ordinance that they are able agree upon, along with a purpose. After discussion the items on the list included a definition section, purpose section, address real estate signs, section addressing signage somewhere between exempted signs and temporary signs, NO references to specific initiatives, advertising/content verses business identification, location of signs and the size of signs.

Mr. Holden will re-format, re-shuffle and add in the major issues listed (just as headings) for the meeting on July 27th.

VIII. Other Business/Correspondence

1. Cristina Ashjian reminded the Board that the New Hampshire Preservation Alliance was conducting two Summer Workshops in the Lakes Region relating to Protecting and Preserving Historic Character. One of the workshops will be held at the Moultonborough Public Library on August 16th, Preserving Community Character. Ms. Ashjian thought the workshop could be informational regarding the preservation of “character” in the town, and could be applied to the proposed reconstruction road project for Sheridan Road. Ms. Ashjian feels that it would be beneficial if the Board of Selectmen (BoS), Road Agent, Planning Board and Heritage Commission was able to meet to discuss minimum road widths.

2. Tom Howard questioned when the next information meeting will be held on the 2011 road projects. It was his understanding that the BoS was going to look at an 18’ road width. Mr. Howard stated that the board had agreed to revisit the section of the Subdivision Regulations relative to minimum widths of roadways, collector; 22’ and local; 18’.

3. Zoning Board of Adjustment Draft Minutes of July 6, 2011 were noted.

4. Selectmen’s Draft Minutes of June 30 and July 7, 2011 were noted.

IX. Committee Reports

X. Adjournment: Ms. Fairchild made the motion to adjourn at 9:25 PM, seconded by Mr. Nelson, carried unanimously.

Respectfully Submitted,
Bonnie L. Whitney
Administrative Assistant