

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

Regular Meeting

August 24, 2011

Minutes

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

I. Pledge of Allegiance

Ms. Coppinger called the regular meeting to order at 7:05 P.M and appointed Keith Nelson and Peter Jensen to sit on the board with full voting privileges in place of Natt King and Jane Fairchild.

II. Approval of Minutes

Motion: Mr. Jensen moved to approve the Planning Board Minutes of August 10, 2011, as written, seconded by Ms. Ryerson, carried unanimously.

III. New Submissions

IV. Boundary Line Adjustments

V. Hearings

VI. Informal Discussions

VII. Unfinished Business

1. Discussion relating to Access Management

Mr. Holden updated the Board relating to Access Management. He stated that he had met with Susan Soucie, NH DOT District 3 Civil Engineer 4 as scheduled on August 16th. Ms. Soucie provided a booklet (“Policy for the Permitting of Driveways and Other Accesses to the State Highway System”) for the Planning Board which is the NH DOT’s Policy Booklet of guidelines and standards for the permitting of driveways and other accesses. Mr. Holden prepared a five (5) page memo dated August 24, 2011 outlining the key points of their meeting and provided it to the Board. He then reviewed the memo with the Board noting areas in which the communications could be improved between DOT and the Board.

Ms. Ryerson again referred to the Site Plan Regulations, Section 10 (D) 2, and the need to amend the section of the regulations which 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 had the opportunity to review the site plan. This is a section of the regulations that should be amended. Mr. Holden suggested the regulation be changed to require an applicant to file concurrently with NH DOT, not requiring them to provide an approved permit with their application.

Mr. Holden noted the DOT defines a “trip end” as one way, a trip in and trip out counts as two (2) trip ends.

Discussion relating to the Revision of the Sign Ordinance

It was noted next Wednesday (8/31) is a work session. Board members discussed items to be included on the agenda for the work session. The items to be included on the agenda for possible discussion were a Discussion relating to Site Plan Regulations – Driveway Permits, a Discussion relating to the Revision of the Sign Ordinance and a Discussion relating to Road Standards. Mr. Holden suggested contacting the Road Agent and inviting him to participate in the discussion relating to Road Standards.

Discussion of Revisions to the Zoning Ordinance

VIII. Other Business/Correspondence

1. Zoning Board of Adjustment Draft Minutes of August 17, 2011 were noted.

IX. Committee Reports

- X. Adjournment:** Mr. Nelson made the motion to adjourn at 7:45 PM, seconded by Mr. Howard carried unanimously.

Respectfully Submitted,
Bonnie L. Whitney
Administrative Assistant