

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

**Regular Meeting**

**May 23, 2012**

**Minutes**

Present: Members: Tom Howard, Chair; Peter Jensen, Chris Maroun, Judy Ryerson, Paul Punturieri, Josh Bartlett; Russ Wakefield (Selectmen's Representative);  
Alternate: Keith Nelson; Town Planner, Bruce W. Woodruff  
Absent: Alternate: Natt King

**I. Pledge of Allegiance**

Mr. Howard called the regular meeting to order at 7:00 PM and noted while the evenings agenda appeared to be light, there was still a great amount of work before the board to be completed, stating he would like to start with revisiting the 2012 Work Plan to review the status of the items completed, underway and those scheduled for the remainder of 2012. Next was the review of the final draft Site Plan Regulations and then begin the review of the review of the housekeeping of the Zoning Ordinance.

It was noted that there were not any new applications submitted for the June 13<sup>th</sup> meeting and the question was asked if the board wished to cancel the meeting on May 30<sup>th</sup>, which will be a "fifth" Wednesday and the board usually conducts a work session. It was the consensus of the Board to CANCEL the May 30, 2012 meeting and to set an adjournment time this evening for 9 PM.

**III. Approval of Minutes**

**Motion:** Mr. Bartlett moved to approve the Planning Board Minutes of May 9, 2012, as amended with several minor typographical changes, seconded by Mr. Punturieri, carried unanimously with Mr. Maroun abstaining.

**IV. New Submissions**

**V. Boundary Line Adjustments**

**VI. Hearings**

**VII. Informal Discussions**

**VIII. Unfinished Business**

**IX. Other Business/Correspondence**

**1. Discussion of 2012 Work Plan** – The Board reviewed their approved 2012 Work Plan. Mr. Woodruff briefly noted the three Action Items which have been completed. He noted they should be able to wrap up the housekeeping of the Subdivision Regulations in June. Next was the **Completion of Housekeeping of Site Plan Regulations**. The Board was provided with a final draft of the proposed regulations which were ready for the scheduling of a public hearing.

**Motion:** Mr. Jensen moved that the Board approve the Proposed Final Draft 5/17/12 Site

Plan Regulations as presented this evening and move to schedule a Public Hearing for June 27, 2012 at 7PM. Seconded by Ms. Ryerson, carried unanimously.

The board then went on to discuss in detail several of the Action Items along with notes which included what would be required to complete each of the items and scheduling/time set aside for each. Mr. Howard stated it was important to review the work plan periodically to see if it was necessary to rearrange items and to keep on tract. It was noted the action item relating to initiating a charrette and forming a Context Sensitive Solution Process (CSS) was scheduled for August, September and October. Mr. Woodruff stated that the application for Plan NH Community Charrette was approved and the Community Charrette will take place on July 20<sup>th</sup> and 21<sup>st</sup>. Therefore, this action item should be moved to July.

The board had a lengthy discussion regarding the CSS with the main question being would there only be one CSS committee or several CSS committee's working on different items. There was a general "loose" consensus that there would be more than one CSS, as there would be different stakeholders in different situations.

The board discussed the review of the CSPA-related section in the ordinance, and the need to modify it. The new 2011 SWQPA appears to be less restrictive than the 2008 CSPA. Mr. Howard noted that he has been in contact with Joe Skiffington and John Goodhue and would like to work on a lake wide regulation, but in the mean time the town should amend their regulations to something stricter than what is now in place. Mr. Woodruff stated he had recently been to a seminar and it was suggested adding verbatim the language from the 2008 RSA 483B into their ordinances.

It was noted the action item for Demolition Review Ordinance was scheduled for June. Mr. Howard asked Mr. Woodruff if he had material prepared for June. Mr. Woodruff stated that it was complete and it was the decision of the board to add this action item to their agenda for June 13, 2012.

After a lengthy review of the action items and discussion of which items should be re-scheduled Mr. Woodruff stated that he had originally prepared the final work plan for the board and was comfortable with being able to provide the board with the materials needed to work on the items as planned and amended this evening.

Cristina Ashjian spoke briefly on the importance of the Community Charrette scheduled for July 20<sup>th</sup> and 21<sup>st</sup>. There will be more detailed information coming out on the charrette, but noted there would be a meeting on Friday evening for public input. The consultants will work during the day on Saturday with a public presentation early to mid afternoon.

**2. Housekeeping Zoning Ordinance** – Board members were provided with a **"DRAFT FOR 2013 Town Mtg. 5/21/12"** copy of the Zoning Ordinance prepared by the Planner. Mr. Woodruff began reviewing the proposed changes on pages 2, 5, 7, 14. Members were in agreement with changes to this point. Mr. Woodruff then moved onto paragraph B on page 15, in which he has proposed adding the word "proposed" to several areas of that section. This was in an effort to clarify this section which was recently brought before the board when an applicant was proposing an addition to an existing structure, on a site which was fully developed and the applicant was subject to meeting the criteria in the ordinance, which Mr. Woodruff felt that applied to new construction. Ms. Ryerson commented that this section was originally added to prevent buildings larger than 12,500 or 25,000 square feet from being able to be built in Commercial Zone A or Commercial Zone B. Her concern was that if the wording was changed, what would prevent someone from purchasing an existing building and adding onto increasing the square footage greater than 12,500 or 25,000 square feet. Mr. Woodruff will relook at this section again and work on some wording that speaks to incremental development in a certain time frame.

It was pointed out that the lettering and numbering of Article VI is inconsistent and should be corrected.

The board spent the remaining 20 minutes beginning with a general discussion/review of the Table of Permitted Uses. They left off with the discussion of Home Occupations. They will continue with their discussion of the Table of Permitted Uses at the meeting on June 13<sup>th</sup>.

3. Zoning Board of Adjustment Draft Minutes of May 16, 2012 were noted.

4. Selectmen's Draft Minutes of May 17, 2012 were noted.

**X. Committee Reports**

**XI. Adjournment:** Mr. Bartlett made the motion to adjourn at 8:58 PM, seconded by Mr. Maroun, carried unanimously.

Respectfully Submitted,  
Bonnie L. Whitney  
Administrative Assistant