

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

**Joint Workshop Meeting**

**July 29, 2015**

**Minutes**

Present: Members: Scott Bartlett, Rich Kumpf, Kevin Quinlan, Ed Charest, Joanne Farnham;  
Russ Wakefield (Selectmen's Representative)  
Alternate: Allen Hoch  
MPSC: Members: Brian Sanford, Norman Larson  
Staff Present: Town Planner: Bruce W. Woodruff

**I. Pledge of Allegiance**

Chairman Bartlett opened the meeting at 6:00 PM and asked that those present introduce themselves. The Chair then led the Pledge of Allegiance. He then appointed Al Hoch to sit on the board with full voting privileges.

**II. Approval of Minutes**

**Motion:** Mrs. Farnham moved to approve the Planning Board Minutes of July 22, 2015 as written, seconded by Mr. Kumpf, carried unanimously.

**III. Citizen's Forum**

No comments.

**IV. Other Business (Notes taken by S. Bartlett)**

**Master Plan- Land Use:**

The Planning Board Chair gave a brief introduction noting that this was an open forum for discussion on the topic of land use as it pertains to updating the Master Plan.

Town Planner Woodruff initiated the discussion by reviewing the need to plan for commercial and residential land use development on a long term basis. By doing so, it will provide a build-out growth structure for the town that helps to preserve our natural resources, our rural character, and our village vision identified as goals in prior surveys and charrettes conducted with a great deal of input from the citizens of Moultonborough. To this end, it has been identified that the current east – west 1,000 ft. wide strip commercial zone along route 25 from the Sandwich town line to the Center Harbor town line will in fact be detrimental to achieving those desired goals. To counter this potential for roadside strip commercial development along the entire corridor, it has been identified that there are 4 existing Commercial/ Residential areas or nodes along the corridor. If each of these existing areas is defined as a unique zone and expanded north and south to accommodate a larger area, the mixed use of commercial and residential could be better accommodated while maintaining the rural links between these nodes. Planner Woodruff asked all present to refer to the proposed zoning district changes concept map in their packets.

Group discussion took place as to the merits of this concept. There was general agreement that this was a good concept but that it would require further definition not only of the size of the nodes/zones but also of the types of commercial and residential uses that should be incentivized in each zone.

Mr. Wakefield stated that he would want to make sure that commercial uses are allowed in each of the zones but they may vary as to their intensity and impact on that zone.

Planner Woodruff emphasized that for the purposes of the Master Plan, this is a proposed concept that will require further detailed definition by the Planning Board in the zoning ordinances as to the size and scope of each zone as well as the uses that will be incentivized in each zone.

The Chair stated that in his opinion, preliminary definition of zone size, scope and potential uses within each zone would be important to the stake holders and voters who will be accepting the Master Plan.

Discussion then took place on what to name each zone for identification purposes moving forward. Group consensus was the following;

- Airport Zone
- Center Village Zone
- Greens Corner Zone
- West Village Zone

Mr. Sanford stated that the stakeholders list for input on this concept should include young families. The chair suggested that perhaps the school district could help us identify young families that we could contact for their input. Mr. Quinlan suggested that input from employees of businesses in town might help in defining their needs for appropriate housing which would make it easier for them to reside in Moultonborough. Mrs. Farnham suggested that input from seniors would be helpful to identify appropriate housing for their needs so they can downsize and stay in Moultonborough. Mr. Sanford suggested that input from adjoining towns would also be helpful. The Chair thought this was a good idea and that once we have a draft for public comment, we could share it with Center Harbor and Sandwich.

Mr. Wakefield emphasized that the market for Commercial and Residential development in Moultonborough will be driven by the economic opportunities available to the developers. That will be the sole driving force.

Mr. Larson agreed and noted that the Master Plan should provide a framework for future development and the Planning Board will need to provide the details of implementation thru changes to the Zoning Ordinances.

Planner Woodruff concurred and added that we can provide incentives for development in the zones we define such as smaller lot sizes for appropriate sized homes with shared wells and septic or perhaps zoning changes to encourage more multi-tenant professional offices and services or perhaps more light manufacturing in the Airport Zone. We can do many things with the zoning to make it clear and easy for developers to understand that we want them to consider Moultonborough and that their projects won't be a lengthy approvals battle. The Master Plan is a long term plan that identifies what the town would like to see for land use activity in the next 5 to 20 years.

Planner Woodruff said he appreciated this input very much and would blend it into the Master Plan Land use Chapter he is drafting for our future review. He briefly reviewed the Chapter outline he had drafted prior to the meeting and encouraged each attendee to review it and get back to him with suggestions for changes or additions.

**Accessory Dwelling Units:**

Discussions then moved to the concept of Accessory Dwelling units to accommodate seniors who wish to age in place and/or housing for young family members who are not yet ready to purchase their own home. In both cases the objective is to keep these residents in Moultonborough.

The task group of Board Members Rich Kumpf and Ed Charest will research this and bring recommendations to the Board for our collective consideration. Mr. Quinlan identified information and procedures that are in use in Methuen, MA to accommodate Accessory Dwelling Units for this purpose. The Chair has spoken with former Planning Board member Mr. Tom Howard and he would like to help in this task effort.

Mr. Larson cautioned against Accessory Dwelling Units because it may just result in greater density and septic load on lots with few controls. It also could promote more rental units in areas where this is not desired. To achieve the objective, it may be as simple as granting two kitchens within the same residence.

**2015 Work Plan:**

Planner Woodruff distributed a revised copy of the PB work plan to all attendees which reflects all changes made and reviewed at the last meeting.

- V. Adjournment:** Mrs. Farnham made the motion to adjourn at 8:04 PM, seconded by Mr. Charest carried unanimously.

Respectfully Submitted,  
Scott Bartlett  
Chairman