

## Approved: December 16, 2015

New Castle Planning Board  
Wednesday, November 18, 2015  
7:00 pm New Castle Town Hall

**Members Present:** Chair Darcy Horgan, Lorn Buxton, Margaret Sofio, Dave McArdle

**Members Not Present:** Kate Murray, Tom Hammer

**Others Present:** Craig Strahl

Chair Horgan called the November 18, 2015 meeting of the New Castle Planning Board to order and noted that the voting members for the evening will be herself, David McArdle, Lorn Buxton and Margaret Sofio.

1. Review and approve minutes to the meeting on October 28, 2015

*Lorn Buxton MOVED to approve the October 28, 2015 minutes as written; that was SECONDED by Darcy Horgan and APPROVED unanimously.*

2. Old Business

- a. Update on the PREP grant by Tracy Degnan of the Rockingham County Conservation Commission

Chair Horgan reported that Ms. Degnan will be at the December meeting to provide a further update.

3. New Business

- a. Discussion on possible changes in the ordinances

Chair Horgan distributed a list of possible ordinance changes to the members along with a timeline of dates that need to be adhered to for the 2016 May Town Meeting. Included in the list is that Public Hearings need to be held by March 21, 2016.

Chair Horgan noted that the 10 items have been accumulated throughout the year.

Dave McArdle suggested that changes regarding the Conservation Commission be drafted by the Commission and then have the Planning Board refine from there.

Lorn Buxton said that the building inspector would like to add an ordinance regarding septic failure emergencies (Item #11).

Chair Horgan suggested having one member spearhead an issue; discussing it as needed with other boards, bodies and other outside resources (while keeping Chair Horgan involved in the process).

Chair Horgan briefly discussed each item:

Item #1 Pervious/Impervious coverage: Currently there is no definition of pervious or impervious in the ordinances. The question is should there be a definition and should there be a percentage in the ordinances for impervious coverage.

Item #2: Lot Coverage Definition: Should the ordinance include driveways in our definition of Lot Coverage and should there be a definition of Lot Area?

Item #3: Affordable Housing – Is New Castle in compliance with State law?

Item #4: Add “teeth” to the ordinances: Fines and additional language about fines in the ordinances?

Item #5: Correct the Density and Dimensional Regulations Chart (Z-19) to reflect the Wentworth Community density.

Item #6: Correct the Setbacks from the Right of Way vs. from the Property Line in the ordinances.

Item #7: Driveways: Should driveway regulations be added to the ordinances?

Item #8: FEMA maps: Do they need to be adopted in our ordinances?

Item #9: Investigate if wording in the ordinance is needed regarding the prevention of building a garage or boat storage or other structure on an empty lot before building a primary structure.

Item #10: Redo the Personal Wireless Service Facility Overlay District to comply with State Law.

Item #11: Investigate and draft emergency septic system failure replacement language.

Lorn Buxton noted that the Code Inspector should be able to provide sample wording from another town with regard to Item #11.

Chair Horgan asked for the members initial comments regarding the suggested items.

Mr. Buxton noted that they are all worth initial consideration.

Mr. McArdle noted that former member Eric Katz researched the issue of pork chop lots. He asked if that issue should be discussed.

Chair Horgan said it could be looked at again, but the general consensus was that the issue did not need to be addressed at this time.

Mr. McArdle noted that accomplishing all the items on the list would be very time consuming and it may not be possible before the Town meeting deadlines. He suggested prioritizing the items.

Chair Horgan suggested having each member volunteer to provide an initial look at a couple of the items and then the Board would decide on a way to proceed for some or all of the items.

Chair Horgan will look at #7, she will ask Tom Hammer to look at Items #2 and #4, Mr. Buxton will look at Items # 3, #5 and #6, Ms. Sofio will look at items # 8 and #10, Mr. McArdle will discuss item #11 with the Code Enforcement Officer (Don Graves).

Chair Horgan noted that for Item #1, research needs to be done as to what regulations other Towns have and what regulations the State has. No assignment for this item was made at the moment.

Item #9 also was not assigned to a member.

Craig Strahl suggested adding a definition of useable square footage to Item #2 to provide clarity to the ordinance.

Chair Horgan requested that all members begin working on their items before the next meeting and be ready to report at the December meeting.

#### Funding for Tides to Storms 2: Coastal Adaptation Implementation

The Rockingham Planning Commission (RPC) is offering each municipality \$6000 in direct technical assistance for services beginning November 9, 2015 through September 14, 2015. Tracy Degnan will fill out the application for the Town of New Castle and propose what project(s) the town should undertake with the funding. These funds will be combined with the PREP grant funds to provide additional services.

Chair Horgan noted that a representative from the Rockingham Planning Commission will be present at the December meeting to discuss this funding opportunity.

Mr. Buxton noted that the City of Portsmouth is in the process of completing a review of New Castle's water and sewer infrastructure (there may be a need to replace much of the infrastructure).

Craig Strahl asked if that review is completed and available for review by the public.

Mr. Buxton said the review is not complete yet, but it will be a public document when it is complete

b. Date for December meeting

The December meeting of the New Castle Planning Board will be held on Wednesday December 16<sup>th</sup> at 7 pm (*please note the change to the 3<sup>rd</sup> Wednesday of the month for December*).

4. Correspondence/Other news

There was no correspondence or Other News to discuss.

5. Adjourn

*Lorn Buxton MOVED to adjourn the November 18, 2015 meeting of the New Castle Planning Board at 7:56 pm; this was SECONDED by Dave McArdle and APPROVED unanimously.*

Respectfully submitted by,

Sue Lucius, secretary to the New Castle Planning Board