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4 **Planning Board Meeting**  
5 **2:00 p.m. Town Hall**  
6 **Wednesday, January 17, 2018**

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8 **Special Additional Planning Board Meeting**  
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11 **Members Present:** Darcy Horgan, Bill Stewart, Margaret Sofio, Tom Hammer, Geof Potter

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13 **Members Absent:** Rich Landry, Kate Murray

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15 **Others Present:** None

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17 Chair Darcy Horgan called the meeting to order at 2:00 p.m.

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19 **1. Proposed Ordinance Changes**

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21 Personal Wireless Service Overlay District- Colocation of Wireless Equipment

22 Lead Member: Ms. Sofio

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24 Members discussed how to best address colocation of wireless arrays in the Town Ordinance,  
25 preferring to have the ordinance reference RSA 12-K:10, rather than spell out the state’s  
26 regulatory procedures.

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28 As the likely designated authority, the Building Inspector should be aware of the unique,  
29 expedited, applicant-advantaged approval process. Ms. Sofio will alert the Building Inspector  
30 and seek input about the proposed ordinance change.

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32 Ms. Sofio will draft new language accordingly.

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34 Lot Coverage Definition

35 Lead Member: Chair Horgan

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37 Members discussed adding pervious surfaces to the lot coverage calculation. Decision was  
38 made that the definition should NOT include pervious surfaces.

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40 Members discussed possible impervious items that might be specifically listed for inclusion in  
41 the lot coverage calculation. Acknowledging the Building Inspector’s resistance to inclusion of  
42 the language, “including but not limited to”, the Board determined that the language should be  
43 included in order to address unknowns.

1 The PB members decided on the following wording for the new, revised Lot Coverage definition:

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4 *That percentage of the plot or land area covered by impervious surfaces including but not*  
5 *limited to paved, bricked, or gravel areas, buildings or other structures, decks, patios,*  
6 *driveways, walkways, sheds, tennis courts, swimming pools and hot tubs.*

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8 The Board will revisit and vote on the lot coverage definition at the regular January meeting,  
9 after which, if approved, will be ready for a public hearing.

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11 Discussion pursued regarding the enforcement procedures and timing of any proposed  
12 ordinance changes. Chair Horgan referenced RSA 767:12 which states in essence:

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14 *The Building Inspector may not issue any building permit within 120 days of the Town*  
15 *Meeting if the application is made after the first legal notice of proposed changes has been*  
16 *posted and the proposed changes of the ordinance would, if adopted, justify refusal of such*  
17 *permit.*

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19 Impervious Surfaces Definition

20 Lead Member: Chair Horgan

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22 Members reviewed sample definitions of Impervious Surface. Mr. Hammer indicated that an  
23 unintended consequence of the proposed revised definition is that even small projects may  
24 require the applicant to engage an engineer to classify pervious and impervious materials.

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26 Ordinance changes are proposed in response to public regret over the development of the land,  
27 especially the loss of trees, and in an effort to keep runoff out of the waterways. When  
28 presenting the proposed changes to the town, it should be made clear that the Planning Board's  
29 proposals are made in response to its responsibility to 1) enforce the Town Ordinance and 2)  
30 maintain the Master Plan. The town can choose to accept or reject the proposal. Chair Horgan  
31 maintained that the direction proposed by the Board improves and preserves the quality of life.

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33 The Board revisited the Building Inspector's resistance to inclusion of the language, "including  
34 but not limited to", but determined that, even though it requires more nuanced consideration at  
35 the permit level, the language should be included in order to address unknowns.

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37 The PB members decided on the following wording for the new Impervious Surface definition:

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39 *A modified surface that cannot effectively absorb or infiltrate water, including but not limited to,*  
40 *roofs, decks, patios, sheds, detached garages, driveways, parking areas, walkways, tennis*  
41 *courts, swimming pools and hot tubs, unless such structures have been designed to effectively*  
42 *allow for water to infiltrate or be absorbed.*

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ZBA Ordinance Additions

Lead Member: Chair Horgan

Chair Horgan described proposed changes to the ZBA approval process that originated with the Building Inspector, including a separate vote for each of the individual variance criteria, and a more detailed record of findings. Ms. Sofio, who is a member of the Zoning Board of Adjustment, described her concerns with the proposed changes.

Chair Horgan will check into the relevant state law and suggested that the Building Inspector meet with ZBA Chair Todd Baker, and Ms. Sofio to discuss the proposed changes.

**2. Next meeting and Adjourn**

Chair Horgan adjourned the meeting at 4:07 p.m. The Board will convene for its regular meeting on Wednesday, January 24, 2018 to continue the ordinance discussions.

Respectfully Submitted,  
Anne Miller, Secretary

