

DRAFT MINUTES

NEW DURHAM PLANNING BOARD

MAY 20, 2008

Chairperson Bob Craycraft called the meeting to order at 7:03 PM.

Roll Call: Bob Craycraft (Chair), David Bickford (Selectman's Representative), Paul Raslavicus, Cathy Orlowicz, Paddy McHale. **Others Present:** Mary McHale, Ryan Noonan.

Public Input: Chair Bob Craycraft asked if there was any public input. Mary McHale asked that meeting notices be posted in the post office. There was no other public input.

Fire Department addition: Chair Craycraft said the public hearing on this would be continued until June 3. There was discussion amongst board members about the status of the application and the precise nature of the Planning Board role. Cathy Orlowicz said she wanted a sense of what the changes would look like to abutters and specifically what the setbacks would be from the lot lines.

Driveway Regulations: David Allen said he had had conversation with Town Counsel John Teague regarding the regulations and that Mr. Teague had made some suggestions for changes, but Mr. Allen had not yet had time to review the suggestions with the Road Agent or Fire Department, nor to incorporate the changes into the regulations. He told the board he would do that before the June 3 board meeting.

Chair Craycraft opened this issue for public comment at 7:30 PM. There were no comments and he closed the public comment at 7:31 PM.

Paul Raslavicus moved to continue the public hearing to June 3. David Bickford seconded. Unanimous with no abstentions.

Business/Commercial Zoning District: Julie LaBranche worked with the Board on concepts for Business and Commercial Zoning.

Subdivision Application and Checklist. There was brief Board discussion of the proposals. No concerns were expressed. Chair Bob Craycraft opened the issue for public hearing at 9:24 PM. There were no public comments. He closed the public comment at 9:26 PM.

Paul Raslavicus moved to amend Section 14 of the Subdivision Regulations by deleting the words "Attachment 1: Subdivision Checklist & Application Form" and inserting the following wording after the first paragraph:

The attached "Application Form" and "Application for Subdivision of Land Checklist" are administrative forms and may be amended by the Planning Board without notice or public hearing. If there is any conflict between these regulations and the "Application Form" or "Application for Subdivision of Land Checklist" these Regulations shall take precedence.

Paul Raslavicus seconded. Unanimous with no abstentions.

Master Plan Natural Resources section. Chair Bob Craycraft opened the proposed amendments to public comment at 9:28 PM. There were no comments and he closed the public comment period.

Paddy McHale moved to add the six references to the Master Plan Natural Resources section. Paul Raslavicus seconded. Unanimous with no abstentions.

Open Space Subdivision Regulations: Paul Raslavicus moved to clarify the application process for an open space conservation subdivision by adding Section 5.08 to the Regulations as follows:

5.08 Open Space Conservation Subdivision

Applications for an Open Space Conservation Subdivision shall meet all requirements of this section (Section 5.08) in addition to all other requirements of the Subdivision Regulations.

1). Applications for an Open Space Conservation Subdivision must complete two phases of preliminary review. The first is the Conceptual Consultation Phase. When this phase has concluded it shall be followed by the Design Review Phase.

Bob Craycraft opened the proposal for public comment at 9:31 PM. There was no comment and he closed the comment period at 9:32 PM.

Paddy McHale seconded the motion. The Board voted 4-1 to approve, with no abstentions.

Open Space Subdivision Conceptual Consultation: Paddy McHale moved to add items 2, 3, and 4 to section 5.08 to describe the purpose and content of the Conceptual Consultation phase as follows:

5.08 Open Space Conservation Subdivision

2) The Planning Board will use the Conceptual Consultation Phase to offer conceptual guidance to the applicant regarding components

- of a full application including but not limited to the following:
- a. Natural Resources the Board wishes to protect;
 - b. Protecting the rural character of New Durham
 - c. Encouraging community in the subdivision
 - d. Fiscal Impact on the Town of New Durham
 - e. Landscaping Concepts and Themes
 - f. Development of a Yield Plan (to meet the guidelines in Section 5.0x.y)
- 3) The Conceptual Consultation will provide the applicant with information needed to prepare a yield plan, and begin subdivision design. The Board will review concepts for subdivision layout only in terms of areas that should remain undeveloped and/or protected.
- 4) The applicant should provide information including but not limited to the following to the Board for conceptual consultation:
- a. Any publicly available information showing the natural resources of the site, including and not limited to, any of the following that apply to the site:
 - i. Wetlands maps
 - ii. wildlife habitat maps
 - iii. aquifer maps
 - iv. slope analysis
 - v. town conservation focus area maps
 - b. Publicly available material illustrating concepts that may be incorporated into the subdivision design for
 - i. Protecting and enhancing the rural character of New Durham
 - ii. Creating community in the subdivision
 - iii. Landscape Design
 - iv. Enhancement and protection of open space

Chair Bob Craycraft opened the proposal for public comment at 9:56 PM. There was no comment and he closed the comment period.

David Bickford seconded. Unanimous with no abstentions.

Ending the Conceptual Consultation. The Board agreed by consensus that no further wording was needed to define the end of the conceptual consultation phase.

Courtesy Review Guidelines. David Bickford said he did not like the way that courtesy review of elementary school addition was handled. In that situation, the

school attorney said, "you can't tell us what to do" and was unreceptive to Board comment or suggestions. He said the Planning Board should be able to do more. Paul Raslavicus asked why the Board should do more if it had no authority. Paddy McHale suggested it was important for the board to exercise due diligence to protect itself and potentially add value to the project.

CIP Representative: Paul Raslavicus nominated Paddy McHale to serve as Planning Board representative on the CIP Subcommittee. David Bickford seconded. Unanimous with no abstentions.

Minutes: The Board agreed by consensus to accept the minutes of April 1, 2008 as amended. They also agreed to continue review of other minutes to June 3.

Cathy Orlowicz moved to adjourn at 10:11 PM. Paddy McHale seconded. Unanimous with no abstentions.

Respectfully submitted,

David Allen
Land Use Administrative Assistant

Minutes Approved June 3, 2008