

# MINUTES

## NEW DURHAM PLANNING BOARD

### NOVEMBER 10, 2009

Chairperson Cathy Orlowicz called the meeting to order at 7:06 PM.

**Roll Call:** Cathy Orlowicz (Chair), Bob Craycraft (Vice-Chair), Paul Raslavicus, Scott Drummey (Alternate), Jeff Kratovil

**Excused Absence:** Dot Veisel. **Unexcused Absence:** David Bickford (Selectman's Representative)

**Others Present:** None

**Public Input:** Chair Cathy Orlowicz asked if there was any public input. There was none. Chair Orlowicz asked Scott Drummey to sit for Dot Veisel during the board meeting.

**Minutes of November 3:** Board members made the following changes:

Page 3: 2<sup>nd</sup> paragraph. Following the first sentence ...”operation at great length,” insert a new second sentence reading “During this discussion the applicant mentioned some possible drainage problems.”

Page 3: 3<sup>rd</sup> paragraph, titled **Eldridge**. Strike the second sentence and replace it with “Chair Orlowicz asked Paul Raslavicus, as the senior board member, to chair the meeting. Mr. Raslavicus asked Scott Drummey and Jeff Kratovil to sit as members in place of Mr. Craycraft and Ms. Orlowicz.”

Page 3: 4<sup>th</sup> paragraph, 1<sup>st</sup> sentence should start as follows: “Mr. Allen described the interest of Mr. Anthony Eldridge in making a boundary line adjustment.....”

Page 3: 4<sup>th</sup> paragraph, last sentence should read as follows: “Mr. Allen conveyed Mr. Eldridge’s request for the board to consider such a boundary line adjustment.”

**Paul Raslavicus moved to approve the minutes as amended. Scott Drummey seconded. Approved unanimously with no abstentions.**

**Minutes of October 6:** Bob Craycraft recused himself because he was not at the meeting. Chair Orlowicz asked Jeff Kratovil to sit for Mr. Craycraft.

The Board had begun to review these minutes on October 20 and raised a question of fact about part of the minutes. David Allen reviewed the tapes of the meeting and based on that review he said the minutes were not accurate as drafted. He suggested deleting the following two paragraphs from page 3 of the draft minutes:

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“Paul Raslavicus said he could understand this request and would not want to see it again. If there were another request for continuance, he would be inclined to implement the cease and desist order. Building Inspector Arthur Capello said he agreed there should be no more continuances.

**“Paul Raslavicus moved to inform the applicant Mr. Tremblay and his representative, Atty. Stanley Mullaney, that if there is another request for continuance or materials are not delivered to the town in a timely manner for review at the November 3 meeting, the Planning Board will consider asking the Code Enforcement Officer to re-instate the cease and desist order. Dot Veisel seconded. Approved unanimously with no abstentions.”**

**Jeff Kratovil moved to accept the minutes as amended. Scott Drummey seconded. Approved unanimously with no abstentions.**

**November 7 Site Walk Minutes:**

1<sup>st</sup> page, 2<sup>nd</sup> paragraph in the middle, following the sentence that ends “...wetland vegetation observed in this area.” Insert the following sentence: “Mr. Tremblay said the area was wet during wet times of year.”

1<sup>st</sup> page, 2<sup>nd</sup> paragraph in the following sentence: Insert the word “perpendicular” between the words “took a” and the word “measurement”. Also, correct spelling of “assess” to “access”.

Same paragraph, insert a new sentence before the second to the last sentence in the paragraph that starts with “The group looked at the culvert...” New sentence reads, “Mr. Tremblay told the board that in the spring when there is water there it sometimes overflows the driveway.”

Same paragraph, insert a new sentence before the last sentence in the paragraph that starts with “After some discussion...” New sentence reads, “Mr. Tremblay pointed out to the board the excavated area at the outlet end of the culvert where the stonework was washed out.”

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*(Please note: These are draft minutes prepared by staff from notes taken at the meeting. They have not been reviewed by the Board for accuracy, and should not be relied upon for accuracy. Reviewed, corrected, and approved minutes will be available at Town Hall and on the Town's website following the next scheduled Board meeting.)*

**Paul Raslavicus moved to accept the minutes of November 7 as amended. Scott Drummey seconded. Approved unanimously with no abstentions.**

**Workforce Housing:** Mr. Allen distributed a questionnaire to board members who filled them out. Mr. Allen tallied the results. He said there was consensus on three of the questions and lack of consensus on the other three. Chair Orlowicz suggested the board move forward with those on which there was consensus and save the other for another time. The Board agreed by consensus.

The areas of consensus were:

- Allowing more than one structure in a multi-family housing development if the board issues a Conditional Use Permit.
- Requiring parking areas for multifamily housing to be in the back of the buildings if possible and screened with appropriate landscaping. Removing the 50' setback requirement for parking.
- Authorizing the ZBA during the special exception process for multifamily housing to limit the number of multifamily developments in a particular part of town if there are too many too close together.

The board agreed by consensus to ask Mr. Allen to draft an ordinance amendment based on these decisions and those made earlier on this issue.

**Town Center District:** David Allen shared maps of the proposed town center district that showed which lots could be subdivided under a variety of lot size and lot frontage options. He also shared a chart showing how frontage requirements and lot size requirements interact the Board's wish to limit the shape of lots to avoid long narrow lots.

Board members discussed these issues at length and arrived at a 3-point consensus:

- lot sizes in the district should be based on the DES..... which would allow a minimum lot size of 30,000 square feet in some parts of the district with appropriate soils;
- minimum frontage for lots should be 90' starting at 30,000 square foot lot;

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- if the lot gets to 45,000 square feet or more, the frontage requirement should increase to 110 feet.

Chair Orlowicz polled board members on this plan. Paul Raslavicus, Cathy Orlowicz, Scott Drummey, and Bob Craycraft agreed. Jeff Kratovil was undecided. Based on this agreement the Board asked Mr. Allen to prepare a draft of the Town Center ordinance that incorporated these points and the other agreed to by the board in earlier meetings into the ordinance as it had been sent to Town Meeting in March, 2009.

**Stormwater Ordinance:** Board members felt they had agreed by consensus at the prior meeting on the key issues to include in the ordinance, including the chart combining Stormwater and Steep Slopes. They did ask Mr. Allen to be sure that the requirements for both Stormwater and Steep Slopes were parallel for each level of disturbance. The Board asked Mr. Allen to prepare a draft ordinance based on these agreements.

**Shorefront:** Cathy Orlowicz distributed a draft of amendments to the Shorefront Protection Ordinance. The board suggested a few changes. Ms. Orlowicz will make these edits and bring the revised proposal to the next meeting.

**Paul Raslavicus moved to adjourn at 9:56 PM. Scott Drummey seconded. Approved unanimously with no abstentions.**

Respectfully submitted,

David Allen  
Land Use Administrative Assistant

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