

MINUTES

NEW DURHAM PLANNING BOARD

JANUARY 9, 2007

A video recording of this meeting is on file with Office of Town Clerk. It is available for public viewing during normal business hours, and will be retained in accordance with the New Hampshire Municipal Records Board rules established under RSA 33-A:4, or for a minimum of 24 months.

Chairman Bob Craycraft called the meeting to order at 7:05 PM.

Roll Call: Ron Gehl (Selectmen's Representative), Bob Craycraft (Chair), Cathy Orlowicz (Alternate), George Gale (Alternate), David Lindberg. **Excused Absences:** Donald Voltz (Vice-Chair), Mike Clarke. **Unexcused Absences:** Christopher LaPierre, Alternate. Chairman Craycraft asked Cathy Orlowicz to sit for Donald Voltz, and George Gale to sit for Mike Clarke.

Public Input: Chairman Bob Craycraft asked if there was any public input that was not related to one of the agenda items. There was none.

Community Center: Continued Public Hearing regarding a proposed site-plan for a Community Center to be submitted by Chris Berry of Berry Surveying & Engineering on behalf of applicant Jayne Morell for property located at 5 Main Street (Map 9, Lot 83).

Chair Craycraft asked if there was anyone to present this application. There was not.

David Allen reported that he had received a note from Donna Swett that they no longer intended to pursue establishing a nursery school at the site. He said he had not heard from either the applicant nor the applicant's representative. He reported that he had met with staff Department Heads to gain their input and identify the issues they would want to see addressed in a completed site plan. Allen said he was drafting a letter to the applicant that would contain the concerns of the Department Heads.

David Lindberg said it was a long time since the applicant had provided any information to the Board, and since abutters had been notified, and they might not know what was happening. Lindberg moved to deny the current application on March 1 if it has not been completed; and to notify the applicant that it would be necessary to start the site plan application process from the beginning, without prejudice, if she

PLANNING BOARD MINUTES
OF JANUARY 9, 2007

wanted to pursue it after March 1. George Gale seconded. Cathy Orlowicz abstained. Unanimous.

Capital Improvement Plan: Chair Craycraft noted that the Capital Improvement Plan (CIP) had been heard twice previously at the Planning Board. He asked Ron Gehl to introduce it. Gehl explained that the CIP is primarily a planning guide and a tool to help the town even out its capital expenditures. He emphasized that it is **not** a budget document and that any actual expenditure would require approval at the Town Meeting. He also noted that the Board of Selectmen would seek authorization for a CIP Subcommittee of the Planning Board at the 2007 Town Meeting in order to involve more perspectives and expertise in the process.

The Chair opened the CIP for public hearing at 7:15 PM. David Curry, a member of the Budget Committee, said he totally supported the CIP process and it was very helpful for the Budget Committee. He asked Gehl what level of authority the proposed CIP Subcommittee would have. Gehl said he hoped the Subcommittee would be able to focus on going attention to the Town's capital needs and develop a greater level of information and expertise than other people could do.

Cecile Chase, a member of the Budget Committee, also supported the CIP process. She said she had been surprised to see how costly the capital needs of the Town would be. She felt the Town needed to be seeking ways to broaden the tax base by increasing the amount of commercial development in the Town.

Craycraft closed the Public Hearing at 7:40 PM.

George Gale commended Town Administrator April Whittaker on her initiative and hard work in developing the CIP. Craycraft noted that Vickie Blackden had also spent considerable time on it. He suggested sending a letter of thanks to both.

David Lindberg moved to approve the Town of New Durham Capital Improvement Plan for 2007-2016, as presented. George Gale seconded. Unanimous with no abstentions.

David Lindberg moved to place a warrant article on the Town Meeting ballot to authorize the Board of Selectmen to form a Capital Improvement Plan subcommittee

PLANNING BOARD MINUTES
OF JANUARY 9, 2007

drawn from citizens and other boards. George Gale seconded. Unanimous with no abstentions.

Conceptual Consultation, Karen Zachow. Karen introduced herself as the co-owner, with Kelly McKenzie, of the property at 379 Old Bay Road. She said she is interested in subdividing about 3 acres off the full 43 acre parcel. She showed a sketch of a potential subdivision and asked if there were issues they should be aware of in preparing a subdivision plan for submission. David Lindberg noted that any driveway would need to be at least 25' from the cemetery. There was discussion about calculating minimum lot size, road frontage, and the proposed shape of the lot.

Chairman Craycraft called a 10 minute recess at 8:15 PM. The meeting reconvened at 8:25 PM.

Water Quality Protection Ordinance. Bob Craycraft shared a memo from the Town Counsel regarding the Ordinance as it had been sent to him. Town Counsel felt it was in general well done, and had half a dozen suggestions for improvements. Craycraft distributed a revision of the draft ordinance that included the Town Counsel recommendations.

Ron Gehl moved to approve the Water Quality Protection Ordinance for public hearing as presented by Chair Craycraft. David Lindberg seconded. Unanimous with no abstentions.

House Conversion to 4 Season Use. David Lindberg presented a revised version of the ordinance to require a current septic system in any lakeside house that is converted to 4 season use. Ron Gehl and other board members worked with Lindberg to clarify the wording.

George Gale moved to approve the 4 Season amendment as the wording was agreed upon at the meeting for Town Counsel review, and to schedule it for Public Hearing on January 23. Ron Gehl seconded. Unanimous with no abstentions.

Duplex Amendment: David Lindberg presented a revised version of the amendment to loosen the lot size requirements for building a duplex. The wording was

PLANNING BOARD MINUTES
OF JANUARY 9, 2007

changed slightly to clarify that an open space subdivision can not double the number of dwelling units by use of this clause. Also, the board decided that the existing subdivision guidelines would prevent separate ownership of the dwelling units in most cases, and so they agreed by consensus to eliminate any restrictions on ownership.

George Gale moved to approve the duplex amendment as the wording was agreed upon at the meeting for Town Counsel review, and to schedule it for Public Hearing on January 23. David Lindberg seconded. Unanimous with no abstentions.

Amendments to Definitions: David Lindberg moved to approve the revised definitions of “dwelling” and “dwelling unit” the wording was agreed upon at the meeting for Town Counsel review, and to schedule it for Public Hearing on January 23. George Gale seconded. Unanimous with no abstentions.

Recreational Vehicle Amendment: The board discussed the proposed wording and made some edits for clarity.

George Gale moved to approve the Recreational Vehicle amendment as the wording was agreed upon at the meeting to Town Counsel for review, and to schedule it for Public Hearing on January 23. Ron Gehl seconded. Unanimous with no abstentions.

George Gale moved to adjourn at 10:18 PM. David Lindberg seconded. Unanimous with no abstentions.

Respectfully submitted,

David Allen, Recording Secretary