

Draft Minutes

New Durham Planning Board

September 18, 2012

(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.)

Chairperson Scott Drummey called the meeting to order at 7:04 PM.

Roll Call: Scott Drummey (Chair), Dot Veisel, David Bickford (Selectman's Representative), Paul Raslavicus, Paul Groom (Alternate)

Excused Absence: Robert Craycraft

Others Present: David Allen (staff), xx (videographer)

Public Input: Chair Scott Drummey asked if there was any public input. No members of the public were present and there was no input.

Editing Subdivision Regulations: Chair Drummey asked Craig Groom to sit as a voting member in place of the absent Bob Craycraft. David Allen shared the draft letter of agreement between the Planning Board and Elaine Planchet for editing the subdivision regulations. Paul Raslavicus suggesting adding December 31, 2012 as the target date for Ms. Planchet to complete her work. Others agreed.

Paul Raslavicus move to approve entering into a letter of agreement between the Town of New Durham Planning Board and Elaine Planchet for editing the New Durham Subdivision Regulations to improve clarity and brevity. The target date for completion is 12/31/2012 and the cost is not to exceed \$1,000. Craig Groom seconded. Approved unanimously.

Master Plan Staffing Options: The materials mailed to the Board included a description of three staffing options for the Master Plan. One option is to hire an experienced outside consultant to lead the entire effort. A second option is to have Mr. Allen lead

the entire effort. A third option would use both Mr. Allen and an outside consultant in lead roles.

The option for Mr. Allen to lead the entire project is the cheapest because the cost involved would primarily be paying a clerical/secretarial staff person to take on the more clerical/secretarial components of the Land Use Administrative Assistant's job. The board discussed these options and agreed to make a decision no later than the October 16 meeting.

Mr. Allen provided some rough calculations on the cost of the two options. With a consultant leading most of the project the estimated cost would be \$15,000 plus any monies for a citizen survey, plus a couple thousand dollars for supplies and other non-personnel costs. With Mr. Allen leading the effort, the cost would be about \$9,000 plus survey and non-personnel costs.

Trends, Heart, and Soul: Materials mailed to the Board included two open ended questionnaires. One asked board members to identify those factors in the town that if lost would make the town so different that it would no longer be recognizable as New Durham. The other asked for forces and trends coming from outside the town that will support or limit the ability of the town to make its own future over the next 20 years. Some members had completed the questionnaires; others were unclear about what was being asked. Mr. Allen collected those that had been completed and asked other members to fill out theirs before the next meeting.

At this point Mr. Allen left the meeting early for health reasons. He will review the video of the meeting to complete the minutes.

Dark Skies: Paul Raslavicus walked through a draft of a Dark Skies ordinance that he had prepared earlier in the year, based on a model ordinance prepared by the NH Department of Environmental Services.

Board members added wording to ensure that driveway lights and lights that shine on to public waters are included. Scott Drummey asked that "antique" lighting be excluded from the limits of the regulations.

The Board discussed at length the difference between the impacts this would have as an ordinance vs. regulations. The primary concern was to find a way to address a few existing situations in town where the lighting is particularly dangerous or annoying. They did not resolve the question and asked staff to check with legal counsel for guidance.

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Date

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Landscaping and Design Guidelines for Site Plan Regulations: Paul Raslavicus noted that the only section that has not been reviewed with the Board is the section on Landscaping prepared by Wendy Anderson. Wendy just gave birth, and feels she will be ready to work with the Board on that at the second meeting in October (10/16). Most of what was written in these guidelines regarding lighting will be eliminated if the Dark Skies ordinance/regulations are agreed to. Paul Raslavicus agreed to speak with Wendy about editing the text based on the feedback the board has provided.

Bunkhouse Definition: Paul Raslavicus had prepared a series of questions to help the Board decide how it wanted to define and regulate bunkhouses. Chairman Drummey walked the board through these questions.

The conversation developed the following areas of consensus:

There should be a formal definition of a bunkhouse in the Zoning Ordinance.

There should be some additional regulations for the building of new bunkhouses.

Bunkhouses should not be allowed where they make a non-conforming lot more non-conforming, and specifically where the bunkhouse raises the number of bedrooms above four.

The board probably wants to leave the issue of size of lot to the state as it decides the septic capacity of the lot.

The town should not limit the size of bunkhouses.

Toilet facilities and additional septic systems should be allowed, as should shower facilities, fireplaces, or wood burning heating stoves, decks, and insulation for 4-season use.

No cooking facilities should be allowed, including stove, microwave, and refrigerator. Consensus was not reached on whether a kitchen sink should be allowed. There was no clear consensus on whether the board should establish a maximum number of rooms or bedrooms for a bunkhouse, and how the number of bedrooms would be calculated.

Minutes of September 4: The board made several corrections to the minutes. They were unsure if the map and lot references for the Charles McKay properties represented by Atty. Arthur Hoover were correct. They held acceptance of the minutes until the next meeting and asked Mr. Allen to clarify this point.

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Paul Raslavicus moved to adjourn at 10:11 PM. Dot Veisel seconded. Approved unanimously.

Respectfully submitted,

David Allen
Land Use Administrative Assistant

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