

**MINUTES  
NEW DURHAM PLANNING BOARD  
5 NOVEMBER 2013**

Chair Craycraft called the meeting to order at 7:08 pm.

**Roll Call:** Bob Craycraft (Chair), Scott Drummey (Vice-Chair), Paul Raslavicus, Dot Veisel, David Swenson (Selectmen's Representative), Terry Chabot (Alternate), recording secretary Amy Smith.

**Excused Absences:** Craig Groom, Cameron Quigley

**Others Present:** Videographer Jim Ladd, David Bickford, Jan Bell

**Public Input:** There was no public input.

Mr. Swenson asked Chair Craycraft if a few minutes could be reserved at the end of the meeting as there was something he would like to address with the Board.

**Site Plan Review Regulations – Edit**

Board members reviewed the draft edit of the Site Plan Review Regulations prepared by professional planner Elaine Planchet. Board members went through the document and several changes were made. Ms. Smith stated she will submit the changes to Ms. Planchet so she can incorporate them into the Site Plan Review Regulations document. Chair Craycraft asked Ms. Smith to get Ms. Planchet's thoughts on 'Natural Expansion'.

**Lighting/Dark Skies**

Mr. Raslavicus noted at the 15 October 2013 meeting Chair Craycraft stated he was going to contact the New Hampshire Fish & Game Department regarding the 'light-sensitive wildlife habitats'. Chair Craycraft stated he did e-mail someone from the New Hampshire Fish & Game Department but has not yet heard back. Chair Craycraft stated when he did get the information he would e-mail it to Ms. Smith and have her forward it to the other Board members. Mr. Swenson suggested placing 'Lighting/Dark Skies' on the agenda for the 19 November 2013 meeting.

**Website**

Resident David Bickford asked if it is possible to post, on the website, regulations the Board is currently working on. Chair Craycraft stated he believes there used to be a slot on the Planning Board page for 'Active Initiatives' but something else took its place. Ms. Smith stated, to her knowledge, there are only so many slots on the Planning Board page and those are all filled with regulations. Mr. Bickford suggested speaking with the Town Administrator regarding adding

more slots, as he believes, the website company stated they could create as many slots as the Town needed.

### **Master Plan**

Mr. Drummey informed Board members that there has been no progress on the 'Natural Resources' section of the Master Plan. Ms. Veisel stated she had begun preliminary work on the 'Transportation' section of the Master Plan but then received an e-mail from Mr. Groom stating he was working on that section. Ms. Chabot stated Mr. Groom had e-mailed some information regarding the 'Transportation' section to her. Mr. Swenson suggested placing the 'Natural Resources' and 'Transportation' sections of the Master Plan on the agenda for the 19 November 2013 meeting. Board members agreed.

### **Municipal Services – Kings Highway**

Mr. Bickford stated there had been previous discussion with Rob Houseman, the Town Planner in Wolfeboro, regarding providing municipal services for residents on Kings Highway. Mr. Bickford questioned if the Board has ever followed up on this. Mr. Raslavicus stated they had not. Mr. Swenson suggested defining objectives prior to meeting with Mr. Houseman. Vice-Chair Drummey suggested discussing it at the 19 November 2013 meeting.

### **Capital Improvement Plan (CIP)**

Vice-Chair Drummey stated the CIP Committee was meeting on Wednesday and should be finishing up the Capital Improvement Plan. Vice-Chair Drummey asked Ms. Smith to put CIP on the agenda for the 19 November 2013 meeting. Chair Craycraft stated he thought the CIP approval required a public hearing. Ms. Smith noted if a public hearing is required there would not be enough time to notice it for the 19 November 2013 meeting. Vice-Chair Drummey suggested putting CIP on the agenda anyway and if a public hearing was required it could be set for a later date.

### **Review of Minutes**

Board members reviewed the minutes of 15 October 2013. Mr. Raslavicus suggested, on page 2, second to last paragraph adding "but excluding item number one 'natural expansion' of the accompanying document". **Mr. Raslavicus made a motion to approve the minutes of 15 October 2013 as corrected. Ms. Veisel seconded the motion. The motion was unanimously approved.**

### **Review of Mail**

Board members reviewed the mail. Ms. Smith informed Board members David Nelson had come into the Land Use Office last week and submitted a copy of plans for his driveway. Ms. Smith stated Mr. Nelson requested she show the plans to both the Conservation Commission and the Planning Board so they were aware of what was going on. Ms. Smith stated Mr. Nelson informed her that both the Road Agent and the Code Enforcement Officer had reviewed the plans and had no issue. Mr. Nelson also stated the plan was a result of Court mediation and the

abutters agreed to the plan as well. Mr. Swenson suggested confirming with the Road Agent and the Code Enforcement Officer.

### **Water Monkey Camp**

Board members reviewed a letter of concern from Jan Bell regarding 'Water Monkey Camp' whose headquarters will be at the Cove Cottages. Ms. Bell noted the business is already being advertised on the internet and has pictures of its location. Ms. Veisel asked if there are licensing requirements for a camp. Ms. Bell stated there are. Ms. Bell also stated it is possible licensing is in process but currently there is no license for 'Water Monkey Camp' in New Durham. Mr. Raslavicus expressed concern for public safety. Discussion regarding whether "Water Monkey Camp" was a natural expansion of the Cove Cottages followed. Ms. Smith stated she had recently sent an e-mail to the Code Enforcement Officer asking if anyone had come to him for approvals. Ms. Smith stated she has not yet received a response but would let Board members know when she did.

### **Voluntary Merger Form**

Ms. Smith stated she had received an example of a Voluntary Merger Form from the Town Clerk. Ms. Smith stated the Town Clerk had attended a conference and there had been issues with merged lots who had different mortgage companies or liens. The form from the Town of Windham addressed these issues. Board members reviewed the form and asked Ms. Smith to add 'Voluntary Merger Form' to the agenda for the 19 November 2013 meeting.

### **Kodiak Woods**

Ms. Smith stated she had received a letter, from Brian Crossan, requesting an extension to the 'active and substantial development' timeframe. Ms. Smith read the letter for Board members and the viewing public. Chair Craycraft stated he asked Ms. Smith to submit the information to the Town Attorney and ask him how to proceed. Ms. Smith stated she submitted the request letter, the Board's Notice of Decision dated 15 November 2011 and pertinent minutes to the Town Attorney but has not yet received his answer. Mr. Raslavicus stated he would like to see what regulations had changed since the Kodiak Woods subdivision process began. Ms. Smith stated she would forward the Town Attorney's response when she received it.

### **Zoning Ordinance Housekeeping Issue**

Chair Craycraft stated Section XXIII of the Zoning Ordinance referenced some outdated maps and documents which should be updated. Chair Craycraft stated he would work with Ms. Smith to find the appropriate dates.

### **Ridgelines**

Ms. Smith passed out a revised draft of the 'Ridge and Forested Slope Development and Skyline Protection' document prepared by Mr. Raslavicus. Mr. Raslavicus informed Board members of the changes made. Ms. Smith noted she has given the document to the Code Enforcement Officer

to get his opinion of enforceability of the regulations. Ms. Smith stated the CEO will be meeting with the Board on 3 December 2013.

**Redevelopment of Non-Conforming Shore Front Lots**

Mr. Raslavicus stated due to time constraints he would discuss this at the next meeting.

**Economic Development**

Mr. Swenson stated at the last Board of Selectmen meeting the Selectmen voted to reduce the tax rate. Mr. Swenson stated, he believes, New Durham has opportunity to improve Economic Development. Mr. Swenson continued to state he does not believe New Durham is currently 'business friendly'. Mr. Swenson also stated regulations should be attractive to both residents and businesses.

**At 9:55 pm Vice-Chair Drummey made a motion to adjourn. Mr. Swenson seconded the motion. The motion was unanimously approved.**

Respectfully submitted,

Amy Smith

Recording Secretary