

NOTTINGHAM PLANNING BOARD

March 14, 2012

PUBLIC SESSION

Approved & Amended

Type of Meeting: regularly scheduled meeting

Method of Notification: Posted at the Nottingham Municipal Building & Nottingham Post Office

Meeting Location: Nottingham Municipal Building

PB Members Present: Arthur Stockus, Chair, John Morin, Troy Osgood, Peter Gylfphe, Robert “Buzz” Davies, Alt. Member, Dirk Grotenhuis, Alt. Member

PB Members Absent: Susan Mooney, Secretary, Rick Bacon, Vice Chair; Gary Anderson, Selectmen’s Rep, Cheryl Smith, Alt. Member, Traci Chauvey, Alt. Member,

Others Present: Lisa Sears; Land Use Clerk, Paul Colby, Building Inspector/Code Administrator, Chris Berry, Kathleen Hovanec, John Terninko, Stephanie Keck

Chair Stockus called the meeting to order at approximately 7:02 pm. Mr. Davies was seated for Mr. Gylfphe; Mr. Grotenhuis was seated for Mr. Bacon. Introductions were made. The review of the minutes was moved to later in the meeting.

Review of proposed changes (2013) to Home Occupation & Accessory Apartments with Jack Mettee

The Board reviewed in great detail the Draft document (March 2, 2012) from Mr. Mettee on Accessory Dwelling Units (Attachment A) & Home Occupations (Attachment B). Some of the items discussed were as follows:

Accessory Dwelling Units (ADU):

- The Board decided to allow ADUs in all districts.
- ADUs can not to exceed 750 sq ft in size
- Must have adequate off street parking
- ADUs can only have one bedroom
- No manufactured homes
- No Condo conversions

Home Occupations

- Permitted and Non permitted uses
- The Home Occupation can not exceed 25% of the gross floor area of the building structures on the lot
- Appearance in the neighborhood must remain the same

- Parking
- Signage

Public Meeting/Hearing(s):

Chair Stockus read the case:

Case #P12-02-SUB-An application from Stephanie Keck for a 2-lot subdivision (acceptance, compliance review, and final approval). The property in question is located on 203 Mitchell Road and identified as Tax Map 8 Lot 20 owner of record: Stephanie M. Keck Revocable Trust of 2009, Stephanie M. Keck, Trustee

Chris Berry, Berry Surveying & Engineering representing Ms. Keck reviewed briefly the proposed plan. Mr. Colby stated how he had reviewed the file, placed memo in the file and recommended the Board accept the application as complete. He did note that the State Driveway permit noted on his memo has come in since he wrote his memo. Mr. Colby also noted that correct lot number was used.

MOTION by Mr. Morin to accept the application for case #P12-02-SUB as complete.

SECOND by Mr. Davies

VOTE 5-Aye. 0- Opposed 0- Abstained MOTION PASSED

Chair Stockus opened the Public Hearing for this case. He reviewed the property file noting that there was proper notices and the fees were paid.

Mr. Berry explained a line drawn on the plan that the Board and abutters did not understand. He explained that it noted a soil type but it was required by State law to put on the plan.

It was noted that the State Subdivision has not been approved but Mr. Colby noted it could be approved with that as a condition. Mr. Berry noted it was a simple 2 lot subdivision. Mr. Colby agreed. There was discussion on a culvert on the plan but it was noted that the culvert was on a hill and it has never had any water gingo through it.

MOTION by Mr. Osgood to approve the application for case #P12-02-SUB with the condition of State Subdivision Approval.

SECOND by Mr. Morin

VOTE 5-Aye. 0- Opposed 0- Abstained MOTION PASSED

Reschedule of Meeting

The Board agreed to reschedule the last meeting that was postponed due to weather conditions. The Board will review the Master Plan Chapters on April 11th.

Review of Minutes

93 *February 22, 2012*

94
95 Line 47 insert read after and
96 Line 71 change issues to issued

97
98 **MOTION by Mr. Davies** to approve the amended minutes for *February 22, 2012*

99 **SECOND by Mr. Osgood**

100 **VOTE 3-Aye. 0- Opposed 2- Abstained MOTION PASSED**

101
102 **Other Business**

103
104 Mrs. Sears reminded the Board to review the Home Owners Association (HOA) documents
105 previously distributed for next week's meeting.

106
107 Chair Stockus shared the Board's mail.

108
109 Mr. Colby explained how the National Flood Plain maps are being updated. He will have
110 more info at a later date. Also noted some input from the Chair when the committee to
111 update the Hazardous Mitigation Plan progresses.

112
113 Mrs. Sears will let the Board know when the next Preventing Workplace Harassment &
114 Discrimination Training is. All employees and elected officials should attend.

115
116 Chair Stockus asked the members to review the bylaws before next meeting for the annual
117 review.

118
119 Mr. Grotenhuis announced that he will be attending 2 meetings with Stratford Regional
120 Planning Commission as the Board's new representative in the coming week.

121
122 **MOTION by Mr. Davies** to adjourn at 7:53pm

123 **SECOND by Mr. Grotenhuis**

124 **VOTE 5-Aye. 0- Opposed 0- Abstained MOTION PASSED**

125
126 **Respectfully Submitted,**

127
128
129
130 **Lisa L. Sears, Land Use Clerk**

131
132 *These minutes are subject to approval at a regularly scheduled Planning Board meeting*
133 *at which time the above minutes are corrected or accepted.*