

1 Sandown Planning Board
2 Minutes
3 September 19, 2017
4

5 **Date:** September 19, 2017

6 **Place:** Sandown Town Hall

7 **Members Present:** Ernie Brown – *Chairman*, Ed Mencis – *Secretary*, Erik Dykeman –
8 *Vice Chairman*, Steve Meisner, John White

9 **Members Absent:** Bruce Cleveland – *Ex Officio*, Doug Martin – *Alternate*, Mark
10 Traeger – *Alternate*, Matthew Russell – *Alternate*

11 **Also Present:** Steve Keach – *Town Engineer*, Andrea Cairns – *Administrative Assistant*
12

13 **Opening:** Mr. Brown opened the meeting at 7:00 p.m.
14

15 **Review of the 9/5/17 Minutes**

16 **MOTION:** Mr. Mencis made a motion to approve the 9/5/17 minutes as written. Mr.
17 White seconded the motion. Members voted in favor. Mr. Dykeman abstained. The
18 motion carried.
19

20 **Correspondence**

21 Mr. Dykeman sent a letter of resignation. He is moving out of town. **MOTION:** Mr.
22 Mencis made a motion to accept the resignation of Erik Dykeman with regret. Mr. Brown
23 seconded the motion. All members voted in favor. The motion carried.
24

25 **Budget**

26 Mr. Brown noted the Selectmen approved a 3% increase for employees which needed to
27 be reflected in the budget. He also spoke with Ms. Cairns who had concerns that cutting
28 the payroll line item may not cover her hours. The Board agreed it would be appropriate
29 to move the budget line item at \$15,000.
30

31 **MOTION:** Mr. Mencis made a motion to increase the payroll line item from \$14,000 to
32 \$15,000. Mr. White seconded the motion. All members voted in favor. Motion carried.
33

34 The Board questioned whether the mileage line item should be increased as well but Ms.
35 Cairns felt it was appropriate where it was.
36

37 **Public hearing to review amendments to Section 9.26 – School Impact Fee**
38 **Assessment in the Sandown Subdivision Regulations. The amendment proposes to**
39 **adjust the fee schedule per dwelling unit.**
40

41 Mr. Brown reviewed the changes that were being made. The new fee schedule is as
 42 follows:
 43

Type of Structure	Sandown School Impact Fee
Single Detached	\$4,559
Attached and 2 or more family	\$2,567
Manufactured Housing	\$2,530
Accessory Dwelling Unit (ADU)	\$1,550

44
 45 There was no public in attendance.

46
 47 Mr. Meisner questioned whether the impact fee would be assessed if the homeowner was
 48 utilizing one of the existing bedrooms from the home for the apartment and not adding
 49 any bedrooms—the total bedroom count was remaining the same.

50
 51 Mr. Mencis did not believe an impact fee would be assessed in that case.

52
 53 Ms. Cairns noted it would still be assessed because they were creating a separate unit.
 54 There were no provisions in the ordinance that would exempt that situation.

55
 56 Mr. Meisner questioned if the “Attached and 2 or more family” fee was “per unit.” The
 57 Board confirmed it was and agreed that should be added to the fee schedule.

58
 59 **MOTION:** Mr. Mencis made a motion to accept the amendments to Section 9.26 –
 60 School Impact Fee Assessment in the Sandown Subdivision Regulations with the
 61 addition of “per unit” added to the “Attached and 2 or more family.” Mr. White seconded
 62 the motion. All members voted in favor. The motion carried.

63
 64 **Review Proposed Site Plan Regulation amendments for stormwater**

65 Mr. Mencis did not agree with the threshold of 5,000 sq. ft.

66
 67 Mr. White noted that Mr. Keach suggested it could be changed if they felt it was
 68 impacting negatively.

69
 70 Mr. Meisner noted it was for the MS4 permit and this will put them in compliance. 80-
 71 90% of the business zone drains into the Exeter River. If you move the number up, it may
 72 not be in compliance with the requirements of the MS4 permit.

73
 74 Mr. Mencis did not want to discourage businesses.

75
 76 Mr. Meisner noted this town is what it is and isn’t going to change in terms of business.
 77 There are not going to be a lot of businesses in town. He cannot think of any businesses
 78 that have expanded more than 5,000 sq. ft.

79

80 Mr. Dykeman added that it should stay at 5,000 sq. ft. It is always easier to go up than
81 make it stricter.

82

83 Mr. White noted that Mr. Keach stated it was in-line with what other towns were doing.

84

85 Mr. Meisner noted even the lots on Valerie Way are so large they will be over the 10,000
86 sq. ft threshold anyway.

87

88 **MOTION:** Mr. Mencis made a motion to amend the 5,000 sq. ft. minimum threshold for
89 applicability to 10,000 sq. ft. Mr. Dykeman seconded the motion. Vote 3-2. Mr. Meisner
90 and Mr. White opposed. Motion carried.

91

92 **MOTION:** Mr. Mencis made a motion to move the amendment to the site plan
93 regulations to a public hearing on October 17, 2017. Mr. Brown seconded the motion. All
94 members voted in favor. The motion carried.

95

96 **Discuss potential zoning amendments**

97 The Board agreed to review the amendments suggested by Mr. Mayberry for the Impact
98 Fees.

99

100 **Non-Public Meeting**

101 **MOTION:** Mr. Mencis made a motion to go into a Non-Public Meeting according to
102 RSA: 91: A: 3 II (a). Mr. Brown seconded the motion. All members voted in favor. The
103 motion passed.

104

105 *Roll Call:* Ernie Brown, Ed Mencis, Erik Dykeman, Steve Meisner, John White

106

107 **MOTION:** Mr. Meisner made a motion to seal the minutes. Ms. White seconded the
108 motion. Members voted in favor. The motion passed.

109

110 **MOTION:** Mr. Mencis made a motion to adjourn. Mr. Brown seconded the motion. All
111 members voted unanimously in favor. The motion passed. MEETING ADJOURNED at
112 8:56 p.m.

113

114 Respectfully Submitted,

115 

116 Andrea Cairns