

PLANNING BOARD MEETING MINUTES
OCTOBER 20, 2021, 7:00 PM AT TOWN OFFICE MEETING ROOM

Roll Call Attendance

Alternate Ron Slocum, Alison Vallieres, Vice-Chair George Holt, Chair Chuck Frost, Secretary Ken Swayze, Brian Pike, Ex-Officio Dave Nault, and Jeff Crosby

Business

The chair confirmed with the secretary that this meeting was posted in two places and on the Town's website. It was noted that a full board was present; Ron Slocum would remain an alternate.

1. **Approval of Minutes:** **Ken Swayze moved to approve the minutes of September 15, 2021 regular meeting; Dave Nault seconded the motion. All were in favor.**
Ken Swayze moved to approve the minutes of the October 6, 2021 workshop meeting; George Holt seconded the motion. Chuck Frost had a question on the section about the Countryside Estates bond; Jeff Crosby explained the comment about Audley not being 'at risk' because they had submitted a bond in the full amount of the project. **Majority were in favor; Chuck Frost and Dave Nault abstained.**
2. **Correspondence** – None
3. **Selectmen's Report** – Selectman Nault said the Board will be finalizing a request for proposal for the sprinkler system at the Town Hall/Library. They have not yet begun the annual budget process.
4. **Building, Planning and Zoning Department Report** – Donna reported the following: a) Matt Monahan has done a review of the Planning Board's Rules of Procedure, Subdivision Regulations, and Site Plan Review Regulations. He submitted spreadsheets with recommendations and has asked to meet with the chair and Donna initially, then with the full board, to discuss revisions. This will be scheduled once Chuck has had time to review the information submitted by Matt. b) The easement language for Countryside Estates was sent to town counsel for review and comment; he offered suggestions for a few minor changes; those were forwarded to Maria Dolder. c) an application for a three-lot subdivision was received for the November meeting.

Old Business – **Application #2021-PB-004 – Michael Guiney** – Six-lot Subdivision, Lot B6-01-05 on Kelsea Road in the Low-Density Residential District. Donna read an email from the applicant's surveyor, Ed Rogers, asking that the application be continued to the next meeting as they have not been able to get the wetlands verification done yet and he is still working on the turnaround design. **It was agreed to move the application to the meeting of November 17, 2021, 7:00 p.m., at the Town Office Meeting Room. There will be no further notification.**

New Business – None

Other Business

Zoning Ordinance review – George Holt said he met with Dave Nault and Ken Swayze the night before the meeting to work on the revision for Article 6, Open Space Subdivisions. He had Donna distribute copies of an outline of the concept of what they are looking for (which also included example text relative to incentive bonuses from the Meredith, NH Conservation Subdivision Design Ordinance) and copies of their proposed revisions as incorporated into the current article. The five points of the concept are: 1) require development of a yield plan using conventional subdivision requirements to establish baseline density (number of dwelling units); 2) minimum building setback of 25 feet; 3) minimum lot size of 1.5 acres; 4) minimum road frontage on a Class V Road of 30 feet; and 5) a density bonus of 10 percent can be awarded for projects that allow for public access. Other attributes may also be awarded density bonuses at the discretion of the planning board. A maximum density bonus needs to be established. George explained that they focused on smaller lots and smaller setbacks which would accommodate leaving more open space. It was stated that the 30-foot frontage would be self-adjusting on cul-de-sacs. Several members expressed concern about the reduced frontage and lot size. The group discussed the sub-committee's concept outline, many questioning the need to make major revisions rather than adjust the problem areas noticed when reviewing a recent open space subdivision proposal. There was discussion about incentive bonuses, adjusting the current minimum frontage of 125' to 150', the management/ownership of the open space, consideration of wetlands and ledge, and the best way to proceed with the revision of this article. Brian Pike acknowledged that the sub-committee spent some time on this proposal, so he recommended that everyone take the draft documents home for further review and it be discussed again at the next workshop.

Donna distributed a summary of the ordinance reviews done since the beginning of the year. Some items were considered as minor grammatical changes, some were decided to leave as currently written, and others need to be considered for amendment. Donna said other items to be reviewed are storage shed/containers, animal housing setbacks, and creating driveway regulations per RSA 236:13. A workshop was scheduled for November 3rd.

Ken Swayze moved to adjourn the meeting at 8:07 p.m.; seconded by Jeff Crosby. All were in favor.

Respectfully submitted,
Donna White