

PLANNING BOARD MINUTES  
October 12, 2011

**APPROVED AS AMENDED & CLARIFIED:**

10/26/11\_\_jrl\_\_\_\_\_

AGENDA:               WORKSHOP - PROGRESS ON ZONING AMENDMENT PROPOSALS,  
CELL TOWER CHECKLIST

ATTENDING:           Dan Paradis (Chairman), Denice DeStefano (Vice Chairman), Murray Campbell,  
Clay Dingman, Elizabeth Seeler

ABSENT:               Phil Dion (Sel. Rep. – conflict), Janice DellaCroce (working), Steve Favorite  
(alternate – FEMA)

OTHER:               -----

The meeting opened at 7:03 p.m.

**MINUTES OF SEPTEMBER 28, 2011:**

The following amendments and clarifications were made: Page 2, 2<sup>nd</sup> paragraph, 2<sup>nd</sup> line, delete “replacement of the” and insert “new”. 5<sup>th</sup> & 6<sup>th</sup> line, delete the sentence beginning with “Mr. Capone mentioned that” and replace with “Mr. Capone mentioned that the vote was ultimately disallowed by the Department of Revenue Administration due to the lack of Federal Stimulus funding.” 5<sup>th</sup> paragraph, 1<sup>st</sup> line, replace “it” with “the process”. Page 3, under Minor “Housekeeping Amendments”, #2, replace the second “Comprehensive” with “Shoreland”. Page 4, 3<sup>rd</sup> paragraph, 1<sup>st</sup> line, place a period after “standards” and delete the rest of the sentence. Under NEXT MEETING, 2<sup>nd</sup> line, replace “Site Plan Review” with “Cell Tower checklist”.

C. Dingman made a motion, second by E. Seeler, to approve the minutes as amended. The motion carried.

**PROGRESS ON PROPOSED ZONING ORDINANCE AMENDMENTS:**

Mr. Paradis stated that he is assigned the Steep Slope Provisions (with Mr. Dingman) and to adopt language giving the Planning Board authority over parking requirements. He stated that he is adding one sentence to the Steep Slope Provision, to broaden the erodible soils as Jeff Taylor has suggested. As for the parking requirements, he is suggesting using a 20% coverage. The Board discussed this. Ms. Seeler again mentioned that some communities have no regulations for this and let their businesses regulate their own, as it is in the businesses best interest to have adequate parking. Mr. Paradis felt that people might just park on the street if there is not enough parking available and he cited the new business that is looking to come in across from R. P. Williams. This would mean parking on Route 104. Mr. Dingman seemed to lean more to Ms. Seeler’s statement. Mr. Paradis feels that the applicant would have to justify having less than the 20% to the Planning Board so as to be sure to have enough. Ms. DeStefano mentioned the “Wheelhouse” that is now in renovation, and stated that on days that they

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**PROPOSED ZONING CHANGES, continued:**

get really busy, people would end up either on the street or in Corbeils' parking lot and be running across the street in that case, for example. She saw the need to have some jurisdiction. Mr. Paradis stated that the Zoning Ordinance is usually the worst case scenario. A discussion followed on other past cases and Mr. Paradis asked the Board to think about this for the next meeting.

Mr. Paradis then addressed erodible soils and stated that he is reluctant to bring this into steep slopes. The ultimate need is to control siltation during construction. Jeff Taylor says that we have a good law already in our Pemi-Overlay section (page 10). Mr. Paradis then read this section. He felt that the only modification to be made to this should be the reference to the 1992 handbook which is no longer available. It has been replaced by DES with a handbook titled "N. H. Stormwater Manual". Mr. Dingman feels that we might want to make an erodible soils overlay. Mr. Campbell stated that when a building is being built new, the contractor does not want to loose any of the soil. Mr. Campbell felt that the overlay should be everywhere in the town. He added that we need to manage water on a lot. Mr. Paradis mentioned that Des has a shorter homeowner's manual also which covers this. Ms. Seeler asked if there is a construction handbook and Mr. Campbell stated that your excavator could tell you that. Mr. Paradis felt that the Pemi-overlay section could be taken out for the regular ordinance with the change of the handbook.

Mr. Dingman has Dark Skies along with helping Mr. Paradis on Steep Slopes. He stated that he has not had time to work on anything as yet. Ms. DellaCroce has Siltation but was unable to attend this evening. Ms. DeStefano had been assigned the Cell Tower amendments (in her absence last meeting) and asked for clarification. She was unsure if the Board wanted this to stay in the Zoning Ordinance or put into Site Plan Regulations (in reference to the relative height to the tree canopy). Mr. Paradis felt that it could stay in the Zoning Ordinance. Mr. Dingman stated that the present ordinance is hard to figure out. Mr. Paradis explained that the problem with having it read the average tree height is that there could be taller trees that would block the signal. Maybe we want to take the 3 tallest trees instead of an average. It was mentioned that the trees continue to grow, so this is difficult. Ms. DeStefano then asked about the curve in the driveway and asked if this wouldn't be better in Site Plan where the Board could look at the specific location. It was generally felt that Site Plan would be better for this and Mr. Campbell added that it is only to keep the facility from being seen from the road.

**CELL TOWER CHECKLIST UPDATE:**

Ms. DeStefano distributed the latest edition with the changes suggested at the last meeting. She explained that everything in green had been accepted as final at the last meeting and that in yellow were the new suggestions that had been made. She then went over the changes. Mr. Paradis noted that, in #19, in the parenthesis, it should be "e.g." instead of "i.e.". Mr. Campbell questioned #20 which is the height requirement and Ms. DeStefano explained that the present checklist must reflect what is in the ordinance now and we shall need to change it when the new amendment is voted in. In the meantime, she is working on that wording for the March vote. Beginning with #25 through 33, Mr. Paradis felt

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**CELL TOWER CHECKLIST continued:**

that the ordinance has a housekeeping error and, instead of all of these referring to 10.8.1, they should have the appropriate lettering. The Board agreed and assigned 10.8.1A to #25, 10.8.1B to #26, 10.8.1C to #27, 10.8.1D to #28 & 29, 10.8.1E to #30, and 10.8.1F to #31, 32, and 33. These are all on page 66 of the ordinance. In #39, Mr. Paradis pointed out the repetition of the work “shall” in two places and these will be removed. He then thanked Ms. DeStefano for the good job she has done.

Ms. DeStefano distributed several definitions of “view-shed”, which the Board had questioned previously (in #2). She found that there is no simple way to handle this. Mr. Paradis felt that it might be adjusted to read something like “all building and accessory structures within the view-shed”. The ordinance was discussed and it was asked if we even need #2. Mr. Paradis felt that we should clarify it in the checklist and revise it to say showing locations from which all structures can be viewed.

Ms. DeStefano will make the changes suggested this evening and then e-mailed to the Board for them to look over for the next meeting. Mr. Paradis thanked her.

**COMMUNICATIONS:**

Mr. Paradis took one of the 2 discs submitted by the LRPC on Watershed Planning. The other one will be in the office if anyone wishes to look at it. There was an ad for Urban Planning & Design books. These are not in reference to anything local and will be held a short time only. Two DES permits were looked at (for Carl Carlson and for Nancy A. White). A letter for assistance was received from Gerald I Cooper, AICP, which Mr. Paradis took to read and to write an answer to. He felt that we might get quotes from LRPC, Steve Whitman (who also offered assistance on the Master Plan revision), and Mr. Cooper when the time comes.

**REPORTS:**

**HDC** – Mr. Dingman stated that they wrapped up the Guidelines for Design last night and will bring it to a public hearing on November 8<sup>th</sup> and that Mr. Capone had mentioned that he has received notice from the Division of Historic Resources that they are still working on our application but are backlogged.

**SELECTMEN** – With the absence of Mr. Dion, Mr. Dingman offered to report on what was said last night. Mr. Capone is moving forward on the paperwork and then they will be able to take down the mica building. He is involved with meetings on the town square planning with drainage and they expect to be able to hold a public hearing on that in a couple of weeks.

**CIP** – Mr. Campbell stated that he is to present the CIP to the Selectmen tomorrow night (10/13). They have completed their presentation to the Planning Board and to the Budget Committee. Mr. Paradis reported that the Budget Committee did not seem to accept the Master Plan money proposed. Also, Mr. Campbell added that Dave Carr asked if the committee just automatically listed things as a priority 1 because the Department requested it. He said that he explained that the committee does not do this

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**CIP REPORT continued:**

automatically but, for now, we are trying to play “catch-up” due to things being put off for so many years. Mr. Campbell does not feel that the committee will be as successful this year as they were last year. A discussion was held on the fact that the need to replace the 1947 Forestry truck was not a priority to the Budget Committee. Mr. Campbell stated that the committee hopes to get the concept across better next year by making a list of items that have been put off and how it affects the cost. He hopes that this will bring understanding to the need of Capital Reserve Funds.

**OTHER:**

**Wetlands map** - Mr. Paradis explained that LRPC (Lakes Region Planning Commission) has taken our old Wetlands map to try to update it for us. He received an e-mail from them with several questions that he feels will be better answered by the Conservation Commission and he will contact Mason Westfall about them. Mr. Paradis also said that he will e-mail the map included with the questions to the members of the Planning Board.

**NEXT MEETING:** The next meeting of the Planning Board will be a Workshop on Oct. 26<sup>th</sup>. We shall work on the proposed Zoning Ordinance changes. Ms. Seeler stated that she will be away and unable to attend.

With no other business before the Board, D. DeStefano made a motion, second by C. Dingman, to adjourn at 8:25 p.m.

Respectively submitted,  
Jan Laferriere, recording secretary