

PLANNING BOARD  
September 24, 2014

**APPROVED as amended & clarified:**

10/8/14\_\_jrl\_\_\_\_\_

AGENDA: MEET WITH AL DEFEO, LAND USE OFFICER  
WORKSHOP:

PROPOSED CHANGES TO ZONING ORDINANCE &  
SUBDIVISION/SITE PLAN REGULATIONS  
MASTER PLAN: VISION & HISTORIC SECTIONS

ATTEND: Denice DeStefano (Chairman), Dan Paradis (Vice Chair), Betsy Schneider (Sel. Rep.), Clay Dingman, Steve Favorite, Betty Seeler, Debbie Denning (Alternate)

ABSENT: -----

OTHER: Al & Mrs. Defeo (Land Use Officer), Michael Capone (Town Administrator), Janet Cote and Sandra Heaney (Conservation Commission)

The meeting opened at 7:00 p.m. with a quorum. Ms. Denning sat in for the unfilled member seat.

**MEET AL DEFEO, LAND USE OFFICER**

Ms. DeStefano explained that the Board asked Mr. Defeo to come in so that they could meet him and to get a better idea of how he works. Also, to ask if there are any areas of our regulations that are problematic for him

Mr. Defeo stated that he is trying to make people want to come in to the town office when they want to do something. He explains that the rules were voted in by the majority of the residents. He tries to be nice and finds that more folks are calling and/or coming in.

Ms. DeStefano asked if he has time to do follow-up on cases. Mr. Defeo answered that he keeps an eye on those who have been troublesome in the past. He lives in town, so he sees things sometimes and sends them in to see Christina Goodwin (Assessing Assistant). Mr. Defeo continued by saying that, if he has any questions, he goes to Ms. Goodwin, Mr. Capone, and/or Jan Laferriere (secretary to Planning/Zoning). He added that he is also the Health Inspector.

Ms. DeStefano mentioned that the temporary sign ordinance needs work and asked if Mr. Defeo had any input on this. Mr. Defeo stated that he has “no teeth”, which is frustrating. Most businesses take their signs down when he speaks with them but a couple of them put up another “temporary” sign instead (rotating them every 30 days). Ms. Schneider asked what he would suggest and Mr. Defeo said that maybe allowing a temporary sign twice a year or some such.

-2-  
Planning Board Minutes  
9/24/14

**MR. DEFEO continued:**

Mr. Capone brought up the fact that we have several mobile signs now (on vehicles). A discussion was held and felt that these are harder to determine regulation on as vehicles can normally have logos, etc. on them.

Mr. Defeo stated that, when he is out and about, folks come up to him to ask questions. He answers to the best of his ability. Mr. Dingman asked if he has enough time in the office and Mr. Defeo said that he does now, especially during the winter. The Health Office is busier.

Ms. Heaney asked how we find out what permits have been approved. Mr. Defeo answered that these are on the web site now under Land Use. Mr. Favorite mentioned building codes that the State has. Mr. Defeo explains to folks about them. There is also an International Property Maintenance Code. It is more than what small towns need and Mr. Defeo would like to extrapolate pieces of it to fit us. Mr. Dingman mentioned that there was considerable support for building codes in our last survey. Ms. Seeler thought it is more of a health code issue. Mr. Defeo said that he does both and they do go hand in hand.

Mr. Defeo was thanked by the Board for coming in and talking with them.

**ZONING ORDINANCE PROPOSED CHANGES:**

**50' from a wetland:**

The Conservation Commission brought a change to the Planning Board, which deals with the 50' setback from a wetland. Ms. Cote explained that, when dealing with an addition near the Lake, they found that this only came up with a Site Plan or Subdivision and new construction. They would like it to change so as to encompass all situations that would be within the 50' and to include demolition within that area as well.

Mr. Paradis had done a suggested revision of the language and everyone approved of his suggestion. Ms. Cote mentioned that the State does not look at demolition.

The Board thanked the Conservation Commission for bringing this in to them. Dan's version will be sent to the town attorney for approval of the language.

**Setback for a private road:**

Ms. DeStefano explained that this came from Ms. Goodwin. She is asking if the measurement from a right-of-way line or lot line to a structure is the same when a private road. Mr. Dingman felt that it did not matter if a road is there or not. The setback is from the lots' boundary line. The Board felt that 8.132 and 8.133 shall remain as is.

**MASTER PLAN: VISION**

As he has been especially busy, Mr. Dingman asked for more time.

**Temporary Signs:**

Mr. Dingman added that he is willing to work on something on temporary signs. Ms. Schneider stated that she has no problem with sandwich boards being put up and taken down each night. She felt that we might want a committee to work on this problem. Ms. DeStefano suggested that some of the business folks, who have been doing temporary signs, might be asked to help with this issue. Mr. Capone stated that he does not know of any rule that is against placing them on cars. Mr. Paradis said that the section on signs is in our Zoning Ordinance. Ms. Schneider felt that this might come under our new Economic Development committee.

Mr. Dingman mentioned that the temporary-permanent sign situation is in the Historic District and the owner needs to come in and speak with HDC.

Mr. Favorite reminded everyone of when The Mill first started and how they needed temporary signs to show folks where they were located. He added that a former member of this Board had been working on something for directional signage but that seems to have been dropped. Mr. Capone felt that this can be addressed by the Economic Development committee.

**SITE PLAN/SUBDIVISION PROPOSED CHANGES:**

The Board scanned over the various items proposed. They determined to look these over (both Ms. DeStefano and Mr. Paradis suggestions) for the next workshop.

A discussion was held as to what to do if there has never been a Site Plan in some cases where the owner wishes to add or change something (non-residential). Ms. Seeler felt that we should then use town property records as a trigger.

**MASTER PLAN: HISTORIC SECTION**

Mr. Dingman explained that Mike Izard, Lakes Region Planning Commission, was to be here tonight but felt that it would be better to meet with the New Hampshire District of Historic Resources first.

**MINUTES OF SEPTEMBER 10, 2014:**

The following amendments and clarifications were made:

Page 1, Attend, add "Betty Seeler" as attending. Under PCC: Paul Neville, etc., 1<sup>st</sup> paragraph, last sentence, delete "finances be paid based on this." And replace with "financial commitment be made based on tonight's discussion." 2<sup>nd</sup> paragraph, first line, insert "Florals" following "Renaissance".

-4-  
Planning Board Minutes  
9/24/14

**MINUTES continued:**

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

**COMMUNICATIONS:**

There was an invite to the LRPC meeting of Sept. 29<sup>th</sup>. Also, a list of permits that have been done to date. The NHDHR had sent a request for various information on the Dollar General project.

**REPORTS:**

**Historic District Commission** – Have not met.

**Selectmen** – Ms. Schneider had nothing to speak of. Mr. Capone mentioned that the Old Town Hall roof is done, as is the vents and duct work. The sheet rock is on bid. As we still have about \$5,000 left, we are looking to fix the back corner from quotes. If everything stays on bids, we may have \$1,000 left and may be able to get the new ramp done along the side but away from the drip line.

Mr. Capone also mentioned that the latest Town & City magazine has a section for zoning changes. As we have not received a copy at this time, Mr. Capone will scan them in and send them to the Board.

**Capital Improvements Plan committee:**

They are to meet next Tuesday night to finalize the plan. Mr. Paradis stated that they have temporarily put in \$5,000 a year for the Master Plan and he asked if Ms. DeStefano was comfortable with that. Ms. DeStefano was good with it.

**NEXT MEETING:**

The next meeting will be held on October 8 at 7:00 p.m. At present, we only have the presentation of the CIP for approval on the agenda. Ms. DeStefano said that we shall continue to work on the Site Plan/Subdivision changes.

With no other business before the Board, E. Seeler made a motion to adjourn at 8:15 p.m.

Respectfully submitted,  
Jan Laferriere, recording secretary