

**NEW DURHAM PLANNING BOARD**

**New Durham Town Hall**

**June 18, 2019, 7:00p.m.**

**Present**

Jeff Allard, Chair

Bob Craycraft, Vice Chair

Scott Drummey, Member

Dorothy Veisel, Board of Selectmen Representative

David Wessel, Member

**Excused Absence**

Jennifer Thompson, Alternate Member

**Also Present**

Laura Zuzgo, Administrative Assistant

David Bickford, Resident

**Call to Order**

Chair Allard called the meeting to order at 7:02pm.

**Appointments/Announcements**

The Board discussed CIPC appointments.

**Mr. Drummey made a motion to appoint David Wessel as the Planning Board member of the CIP Committee for 2020. Ms. Veisel seconded the motion. Motion passed, 4-0-1.** Mr. Wessel abstained.

**Approval of Minutes**

Meeting of May 21, 2019 – Edits were made. **Mr. Drummey made a motion to approve the minutes as amended. Mr. Wessel seconded the motion. Motion passed, 5-0-0.**

**Mail/Correspondence**

Chair Allard stated a project review was received from the NH Division of Historical Services for a shoreline retaining wall at 250 South Shore Road. The Board reviewed the packet and it was noted these typically end up with DES permitting but the Board still receives the information for review.

**New/Old/Other Business**

**Review of Affidavit for Novak and Vandenberg**

The Board reviewed and discussed the affidavit; edits were suggested for clarification within the deeds. It will be forwarded to Town Counsel for legal review of the conditions and the affidavit.

### **Handouts from OSI Conference**

Ms. Zuzgo distributed handouts from the OSI conference for review by the Board. She stated it was informative and shared all the information with the ZBA as well. The Board discussed the various issues discussed at the conference and applicable rules and procedures for the boards.

### **Review of Materials About Impact Fees and Groundwater Management**

Chair Allard stated there is a grant-funding opportunity to support a review of the aquifer overlay district. Mr. Craycraft explained they would work with Strafford Regional Planning Commission on this project. A preliminary grant would be due in November and they work with only one community a year; the project may be in 2020.

The Board discussed some final changes for the Land Use Suitability Map. The SRPC representative will be attending the Planning Board meeting of July 16, 2019. Ms. Zuzgo was asked to forward the Board's questions which were: What is the Planning Board's role and what is the role of Strafford Regional Planning Commission for the ground water management grant.

### **Review of Impact Fees**

The Board reviewed and discussed Impact Fees. Ms. Zuzgo noted it hasn't been reviewed since 2014. Chair Allard asked if the Building Inspector or Board of Selectmen feels revenue is being lost due to the Planning Board not adjusting the fees. Ms. Veisel stated there are two sides to the impact fees; as it can be a deterrent to residential growth and it can also add expense to the Town for following up with inspections. It was noted not all towns have impact fees and the amounts vary among towns; typically it is applied for residential impacts when living space is added. Impact fees are not assessed to businesses. Mr. Drummey suggested keeping it that way. The Board discussed revising the fee schedule; it was noted a public hearing will be required. The Board discussed the costs that additional houses and business traffic could bring to the Town; as well as how to attract businesses which don't increase expense to the town for road maintenance, students in school, etc. The amount collected from impact fees and applied to the school is not typically a very large portion of the overall school costs. The Board agreed the current fee schedule should be revised but would not be expanded to business.

### **ADU's Application Checklist**

The Board reviewed and discussed the proposed subdivision application checklist. Edits were made including a proposed layout plan, vicinity maps, other possible approvals, abutters list. Ms. Zuzgo explained applicants also supply mailing envelopes, certified mailers, etc. for abutters and professionals working on the project. Additional edits were discussed and added to the checklist.

### **Future Meetings**

July 2, 2019, 7:00pm, New Durham Town Hall

July 16, 2019, 7:00pm, New Durham Town Hall

*New Durham Planning Board Meeting*

*June 18, 2019*

*Approved*

**Adjourn**

**Mr. Drummey made a motion to adjourn. Ms. Veisel seconded the motion. Motion passed, 5-0-0.**

The meeting was adjourned at 9:29pm.

Respectfully Submitted,

Jennifer Riel, Recording Secretary