

**TOWN OF NEW DURHAM
PLANNING BOARD MEETING
January 2, 2024, 7:00 PM
New Durham Town Hall, New Durham, NH 03855**

PRESENT

Jeff Allard, Planning Board Chair
Bob Craycraft, Planning Board Vice Chair
Marc DeCoff, Board of Selectmen Representative
Scott Drummey, Planning Board Member
Anne Ross-Raymond, Planning Board Member – via Zoom

ALSO PRESENT

Susan Stillwell, Land Use Assistant
Linda Callaway, resident
Carol and Tim Shanahan, residents
Stephanie Richard, Changing Seasons PLLC

Via Zoom

Terry Jarvis, resident
Paul Raslavicus, resident
David Bickford, resident
Kathy Bellefeuille, resident
Joe Bellefeuille, resident
Stacy and Bill Shanahan, applicants
Peter and Eileen Kelley, residents
Amanda and Eric Rabbit, residents

CALL TO ORDER

Chair Allard called the meeting to order at 7:00 PM. Introductions were made of the Board members present.

AGENDA REVIEW

No changes were made to the agenda.

PUBLIC INPUT

None.

NEW/OLD/OTHER BUSINESS

PB 2024-001 – Shanahan – Map 114, Lot 069, 345 South Shore Road. Conditional Use Permit within the Residential, Agricultural, Recreational Zoning District and the Shore Front Conservation Area and Steep Slopes Conservation District.

Stephanie Richard, Changing Seasons PLLC, representative for the Shanahans, stated the lot is currently vacant and they want to build a single family residence; designs and plans were presented to the Board for review.

The Board reviewed the application for completeness. Chair Allard noted there are a few items which were marked as N/A on the application but are needed including septic and water supply. However, all required items were included in the application packet.

Chair Allard confirmed the public hearing was properly noticed and all fees were paid.

MOTION: To accept the Application PB 2024-001 – Shanahan – Map 114, Lot 069, 347 South Shore Road. Conditional Use Permit within the Residential, Agricultural, Recreational Zoning District and the Shore Front Conservation Area and Steep Slopes Conservation District as complete. Motion by Mr. Drummey. Second by Mr. DeCoff. Roll Call Vote: Mr. DeCoff-aye; Mr. Drummey-aye; Mr. Craycraft-aye; Chair Allard-aye. Motion passed 4-0-0.

Mr. Craycraft asked for details on the Folsom Design that was submitted for DES Approval. Ms. Richard stated she used these plans as a basis for putting together what is needed for the application and outlined some changes that were made relative to how the garage is configured.

The Board has concerns about the amount of runoff from the lot into Merrymeeting Lake. The lot is steep; there will be a lot of disturbance for the lot size. The lot should be stabilized now.

The Board agreed a Site Walk is needed.

Mr. Shanahan stated their intent is to start the work as soon as all the permits and proper procedures have been done; they will contact the contractor to ensure there are adequate measures for the stabilization.

Kathy Bellefeuille, abutter, is concerned about runoff from the lot crossing into their lot. She stated there may be an address issue as there are several undeveloped properties on this street and there may be a conflict with the numbers that were assigned to the Shanahan lot. The Highway Department has been contacted. They will contact the 911 emergency department to determine the address.

Peter Kelley, abutter, is also concerned about a culvert that exists.

MOTION: To schedule a Site Walk for Thursday, January 4, 2024, at 7:30 AM, at Map 114, Lot 069 on South Shore Rd. Motion by Mr. Drummey. Second by Mr. DeCoff. Roll

**Call Vote: Mr. DeCoff-aye; Mr. Drummey-aye; Mr. Craycraft-aye; Chair Allard-aye.
Motion passed 4-0-0.**

MOTION: To Continue the public hearing for Case PB 2024-001 – Shanahan – Map 114, Lot 069, 345 South Shore Road, Conditional Use Permit within the Residential, Agricultural, Recreational Zoning District and the Shore Front Conservation Area and Steep Slopes Conservation District to January 16, 2024, at 7:00 PM, at the New Durham Town Hall. Motion by Mr. Drummey. Second by Mr. DeCoff. Roll Call Vote: Mr. DeCoff-aye; Mr. Drummey-aye; Mr. Craycraft-aye; Chair Allard-aye. Motion passed 4-0-0.

Ms. Ross-Raymond joined the meeting at 8:05 PM.

Proposed changes to Zoning Ordinances Articles VI

Chair Allard opened the public hearing. He stated the proposed changes were based on recommendations from the Building Inspector and the Zoning Board of Adjustment.

Terry Jarvis stated she is concerned about inconsistencies with Article XX.G, which addresses setbacks for non-conforming lots. This will be discussed further at a subsequent hearing. The Board discussed proposed changes including distinction between the distances for leach fields and septic tank to be from wells and public water bodies.

MOTION: To continue the public hearing for changes to Article VI to January 16, 2024, at 7:00 PM at the New Durham Town Hall. Motion by Mr. Drummey. Second by Mr. DeCoff. Roll Call Vote: Mr. DeCoff-aye; Mr. Drummey-aye; Ms. Ross-Raymond-aye; Mr. Craycraft-aye; Chair Allard-aye. Motion passed 5-0-0.

Proposed changes to Zoning Ordinances Articles XIV

The Board reviewed and discussed the proposed changes; minor edits were made.

MOTION: To move the proposed changes to Article XIV to the 2024 Town Warrant. Motion by Mr. Drummey. Second by Ms. Ross-Raymond. Roll Call Vote: Mr. DeCoff-aye; Mr. Drummey-aye; Ms. Ross-Raymond-aye; Mr. Craycraft-aye; Chair Allard-aye. Motion passed 5-0-0.

Schedule Public Hearing for Changes to ZO Article XIII and XX.G

The Board reviewed and discussed the proposed changes.

MOTION: To hold a Public Hearing for the Proposed Changes for Article XIII on January 16, 2024, at 7:00 PM at the New Durham Town Hall. Motion by Mr. Craycraft.

Second by Mr. DeCoff. Roll Call Vote: Mr. DeCoff-aye; Mr. Drummey-aye; Ms. Ross-Raymond-aye; Mr. Craycraft-aye; Chair Allard-aye. Motion passed 5-0-0.

MOTION: To hold a Public Hearing for the Proposed Changes for Article XX.G on January 16, 2024, at 7:30 PM at the New Durham Town Hall. Motion by Mr. Drummey. Second by Mr. DeCoff. Roll Call Vote: Mr. DeCoff-aye; Mr. Drummey-aye; Ms. Ross-Raymond-aye; Mr. Craycraft-aye; Chair Allard-aye. Motion passed 5-0-0.

MOTION: To send all the proposed 2024 Zoning Ordinance changes to Town Counsel. Motion by Mr. Drummey. Second by Mr. Craycraft. Roll Call Vote: Mr. DeCoff-aye; Mr. Drummey-aye; Ms. Ross-Raymond-aye; Mr. Craycraft-aye; Chair Allard-aye. Motion passed 5-0-0.

Mail & Correspondence

David Bickford noted that the Impact Fee Report needs to be updated ASAP; it was due November 2023. The Board agreed to contact Bruce Mayberry or another accredited consultant. The Board discussed the collection and acceptable use for impact fees.

APPROVAL OF MINUTES

December 19, 2023- Edits were made. **MOTION: To approve the minutes as amended. Motion by Mr. DeCoff. Second by Ms. Ross-Raymond. Roll Call Vote: Mr. DeCoff-aye; Mr. Drummey-aye; Ms. Ross-Raymond-aye; Mr. Craycraft-aye; Chair Allard-aye. Motion passed 5-0-0.**

FUTURE MEETINGS

Business Meeting – January 16, 2024

Workshop Meeting – February 6, 2024

ADJOURN

MOTION: To adjourn the meeting. Motion by Mr. Drummey. Second by Mr. DeCoff. Roll Call Vote: Mr. DeCoff-aye; Mr. Drummey-aye; Ms. Ross-Raymond-aye; Mr. Craycraft-aye; Chair Allard-aye. Motion passed 5-0-0.

The meeting was adjourned at 9:47 PM.

Respectfully Submitted,

Jennifer Riel

Jennifer Riel, Recording Secretary