

**TOWN OF NEW DURHAM
PLANNING BOARD MEETING
August 18, 2020, 7:00p.m.
Virtual Meeting, New Durham, NH 03855**

DRAFT: These minutes are strictly a draft copy and are awaiting amendment or approval at a subsequent, duly noticed public meeting. Amendments to these minutes will be noted in the minutes of said meeting. The draft will be posted on the website as a draft copy for public informational use only.

Under the emergency provisions of RSA 91A, this meeting took place electronically via Zoom.

**IN LIGHT OF THE COVID 19 (CORONA VIRUS) SOCIAL DISTANCING ADVICE
MADE BY THE GOVERNOR AND CDC, THE TOWN OF NEW DURHAM NH FOLLOWING A
DECLARATION OF EMERGENCY BY THE PLANNING BOARD CHAIRPERSON, IS
PROVIDING A MEETING PARTICIPATION VIA TELEPHONE CONFERENCE FOR YOUR
SAFETY.**

This meeting is for members and the public to utilize the Zoom platform to prepare for future meetings and public hearings. All members of the Planning Board and Town Administrator have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following. In accordance with Governor's Executive Order #12, pursuant to RSA 91-A: 2

Attendees log into:

<https://us02web.zoom.us/j/89507787468?pwd=U3VjN1NRa0JTVUZMMEE4eWhzbXV1dz09>

Meeting ID: 895 0778 7468 Password: 550074

Or via telephone number: 1-646-558-8656

Meeting ID: 895 0778 7468 Password: 550074

Technical difficulties contact Town Administrator Scott Kinmond at skinmond@newdurhamnh.us or by phone a 603-556-1516. Assistance with Zoom application please contact Brian Cauler at ndlanduse@newdurhamnh.us or contact Planning Board.

*Note: Town of New Durham offers no security assurances to those connecting via PC to a third party software and hardware not configured or controlled by our
IT Service provider.*

PRESENT

Jeff Allard, Chair – via Zoom

Bob Craycraft, Vice Chair – via Zoom

Scott Drummey, member – via Zoom

Dorothy Veisel, Board of Selectmen representative – via Zoom

David Bickford, member – via Zoom

ALSO PRESENT

Scott Kinmond, Town Administrator – via Zoom
Paul Raslavicus, resident – via Zoom
Terry Jarvis, resident – via Zoom

CALL TO ORDER

Chair Allard called the meeting to order at 7:00pm.

Chair Allard confirmed the meeting was posted appropriately with access numbers. He stated that in the event the public is unable to access the meeting, it would be adjourned and rescheduled. Chair Allard stated all votes would be taken by roll call. Chair Allard asked Planning Board members to introduce themselves and identify anyone in the room with them, as well as any members of the public.

Agenda Review

Chair Allard added under New Business: review of Planning Board budget; review letter from Fred Quimby.

Public Comment

None.

New/Old/Other Business

Chair Allard stated that at somepoint in the future, the Board needs to go through and verify the accuracy of the minutes posted on the website. The Board briefly reviewed the website and concurred.

Update from Joint Committee on Building on Nonconforming Waterfront Properties

Chair Allard stated the Zoning Board of Adjustment and Planning Board Subcommittee has discussed issues surrounding rebuilding on nonconforming lots but other issues have also come up. A summary of these was distributed for review by the Board. Chair Allard stated New Hampshire Municipal Association legal counsel confirmed the town sets the criteria for special exceptions; he gave an overview of the issues discussed by the subcommittee: typos, inconsistencies and redundancies; differences between variances and special exceptions for nonconforming waterfront properties; criteria for special exceptions for minor and major commercial development. Chair Allard stated they also need to determine if the same criteria should be used for a campground and industrial uses or whether separate criteria would need to be developed. The Board reviewed the list of proposed zoning ordinance changes. Chair Allard asked Mr. Craycraft to work on the triggers and summary of stormwater management relative to rebuilding on nonconforming waterfront lots to present to the Board. There was discussion about having NH Department of Environmental Services do a presentation on preservation of water quality for the Board and possible the Merrymeeting Lake Association. The Board discussed how to balance the development of the ordinances with allowing property owners to utilize their lots; it was also noted they need to consider the impact of further development upon the roadways.

Chair Allard summarized the discussion that the Board would like to limit expansion in some form;

expansion may require upgrading septic systems; trade off moving a structure beyond the 50' setback, then further expansion may be allowed. Mr. Raslavicus noted all the towns he has looked at, address these with Special Exception criteria. Chair Allard proposed the joint committee work through the topic of criteria for Special Exception and bring it back to the Planning Board. There was further discussion of the State 50' vegetative buffer and failure of enforcement; it was suggested it could be part of the Special Exception criteria. There was then discussion about the 35' height requirement.

Planning Board 2021 Budget Review

Town Administrator Kinmond stated he would be sending out the second quarter budget review to the Board tomorrow. He stated most of the budget is expenditure and revenue based on the fees collected; he explained they may be able to reduce advertising as there were changes in State statute, RSA 645, allowing public notices to be posted on the Town website instead of newspaper publications. Ms. Jarvis noted this still needs to go before the Board of Selectmen for approval but if the change is approved, the ZBA and Planning Board will need to adjust their procedures.

Mail & Correspondence

Chair Allard asked the Board to review the letter from Fred Quimby and get back to him with any comments so they can get a formal response to Mr. Quimby. Chair Allard stated he has had a volunteer for building the database but they will still need to work out the possible grant funding.

Approval of Minutes

Meeting of August 4, 2020 – Edits were made. **Vice Chair Craycraft made a motion to approve the minutes as amended. Ms. Veiseleconded the motion. Roll Call: Ms. Veisel – aye; Vice Chair Craycraft -aye; Mr. Drummey – abstained; Mr. Bickford – aye; Chair Allard – aye. Motion passed, 4-0-1.**

Next Meeting: September 1, 2020

ADJOURN

Mr. Drummey made a motion to adjourn. Ms. Veisel seconded the motion. Roll Call: Vice Chair Craycraft –aye; Mr. Drummey – aye; Ms. Veisel – aye; Mr. Bickford – aye; Chair Allard – aye. Motion passed, 5-0-0.

The meeting was adjourned at 9:52pm.

Respectfully Submitted,