



OLD VALUES - NEW HORIZONS

COMMUNITY DEVELOPMENT

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Approved Planning Board Minutes January 14, 2015
Community Development Department

Board Members

Kristi St. Laurent – Present
Alan Carpenter – Present
Paul Gosselin – Present
Pam Skinner – Present
Margaret Crisler – Excused
Vanessa Nysten – Present

Bruce Breton - excused
Joel Desilets - present
Steve Bookless - excused
Jim Fricchione – excused
David Oliver - excused
Kathleen DiFruscia – present (arrived late)

Public Hearings:

Housing for Older Persons

Mr. Carpenter read the following into the record

Housing for Older Persons (Section 610) –Cancelled and Reposted for 1/21/15

Amends the Housing for Older Persons Ordinance, Section 610 by: adding a definition of the term “adaptable”; amending the manner in which density bonuses are calculated; and adds a provision regarding visual buffering. Single family and duplex units may be placed a minimum of 20’ apart while all buildings containing three (3) or more housing units must be placed a minimum of 35’ apart. The new language would allow for a maximum of 60% density bonus if a development proposal included a combination of the following: certain percentages of rental units and handicapped adaptable or accessible units; sports or recreation facilities, or; salvaging of a historic resource. A provision would be added for a year-round vegetative buffer between units with an increased buffer required if the development contains structures with more than 4 housing units and the Planning Board may also request an increase of such buffer if the housing development abuts an existing residential neighborhood.

Ms St. Laurent explained that this was cancelled due to the corrections made to inadvertent errors in the original draft. The key error was one which allowed for a free bonus density which was not the intent or spirit of the proposed revised regulations. The new hearing is scheduled for January 21st.

Farm Signs

Mr. Carpenter motioned to open second by Mr. Desilets. Motion passed 5-0 (Ms. Skinner had stepped out and Ms. DiFruscia was not yet seated)

7:15 Kathleen DiFruscia arrives and is seated for Margaret Crisler.

Mr. Carpenter read the following into the record

Farm Signs (Section 706)

Add a provision to the Sign Ordinance to allow for off-site temporary farm signs as defined by RSA 236:70 (XIX); maximum size is 18" X 24" for the advertising of products produced on properties within Windham

Public Comment:

Wendy Lundquist stated she saw the memo from Attorney Campbell and commented that the department of Agriculture states that farm signs are allowed on New Hampshire highways.

Ms. St. Laurent stated that our Board's action is only related to town regulations and does not involve rules or regulations from state agencies.

Ms. Nysten asked for the information provided by Ms. Lundquist related to agricultural signs on state highways.

Ms. Wood stated that she had seen the same information in the past.

Motion by Mr. Carpenter to forward the sign ordinance as proposed to town warrant, seconded by Mr Desilets. Motion passed 7-0

Workshop on Master Plan work schedule

Mr. Carpenter suggested closing out phase I before starting phase II.

Ms. St. Laurent agreed with this concept but wants to make sure we have a draft schedule in place for the balance of the work to be done

Ms. Scott said the draft plan starts with low hanging fruit including energy and facilities since the energy committee is already working on language and the facilities plan will involve department heads who can provide the necessary information.

Ms. DiFruscia asked what is the end date for the master plan work to be completed.

Ms. Scott replied 2017 is the target date with 4 chapters in 2015, 4 chapters in 2016, and the balance in 2017.

Ms. DiFruscia asked if we have any legal time constraints to have the plan completed.

Ms. Scott indicated that there are no legal time constraints, and that we can adopt each chapter as it is written. She indicated that in some smaller towns writing and adopting one chapter per year is not uncommon.

Mr. Carpenter stated as long as we move completed chapters to public hearing we are OK. We can then let the next board (after March election) review the schedule and create the sub-committees necessary to complete the work. There is no RSA requirement on time of completion. He further

stated he would like to see the planning board actually focus on planning, and allow the next board to establish the time line for task completion.

Ms. St. Laurent stated that board priorities may shift, as items like sub division regulations have been brought up by the highway department as an area in need of review.

Mr. Desilets thinks that all phase II work can be completed this year. He said the energy chapter is 98% complete. He feels that pushing the completion to 2017 is not appropriate and that all the chapters should be adopted at one time.

Ms. St. Laurent added that by 2017 there could be up to 5 new planning board members and she believes the master plan is better served by having the board who worked on each chapter vote for approval. This would allow the board to not be in a constant edit/rewrite of the last Board's chapters.

Ms. Scott believes that 2015 is a very difficult time frame to get all the work done due to applications that will come in, and that we can always go back and make changes to existing approved chapters if new information comes in that is relevant.

Mr. Desilets said he was one of the members of the board of selectman who voted to not provide funds for outside contractors to work on the master plan and that the board should look at this as the opportunity of the decade.

Ms. Nysten wanted to make sure that the site plan & subdivision regulations review include impervious surfaces, and floor plans for commercial buildings are in site plan regs.

Mr. Desilets would like to see sub-committees be set up ASAP to try to complete the master plan as soon as possible

Ms. Scott indicated this could over burden the board with all of the other commitments that the board has to achieve.

Mr. Carpenter added that historically the planning board will talk for hours about every chapter no matter how well written.

Ms. Scott will look at revising the schedule after speaking to the chairs of other committees who could be asked to participate such as conservation, historic, local energy, etc. She then asked if any planning board members wanted to have specific sub committee roles.

Ms. DiFruscia requested natural resources.

Mr. Desilets requested energy.

Mr. Carpenter would like to look at the energy chapter once phase 1 is complete.

Master Plan Regional Concerns chapter

A detailed review of all language changes are below, key conversation items appear first.

Mr. Desilets asked that the current map in the document be provided in a .png format so that it has better resolution.

Ms. DiFruscia will craft language regarding Salem as a border town

Ms. Nysten will craft language regarding Derry as a border town

Mr. Desilets will craft language regarding Hudson as a border town

Ms. Wood will craft language regarding Pelham as a border town

Ms. St. Laurent to review the traffic table on page 7

Ms. DiFruscia will work on the groundwater section of the document

Ms. Skinner left the meeting at 9:57pm

List of board recommended edits to the regional concerns page:

- The map on the cover is considered ugly and should be changed to a picture more representative of actual regional concerns.
- Page 2 paragraph 2 third line. Add the word “to” in the sentence so it reads asquality of life, as well as **to** attract
- Page 4 paragraph 1 remove the words quick and tiny. It should now read in an assessment to start the paragraph and end with pockets of agriculture.
- Page 4 Paragraphs 2 and 3 to be revised per the volunteers above as the language changes proposed will be substantial.
- Page 4 paragraph 4 – Strike the introduction of “in addition to participating in various governmental affairs. The sentence now starts with Municipalities.
- Also spell out New Hampshire in place of NH.
- After the RSA info in parenthesis strike on a timely basis

Page 5 first paragraph

- Replace In response to with In accordance to
- Strike the last sentence of this paragraph so it ends with DRI.
- Page 5 second paragraph (areas of regional concern)

- Strike “an important question in the survey (Question #23) asked what and replace with “residents were asked which”
- Change concern you the most to concern them the most
- Page 5 Paragraph 3 (state of NH funding)
- First paragraph last sentence. Change receive to received.
- Page 6 paragraph one
Delete this entire paragraph starting with in the past, and ending with “donor” community.
- Page 6 paragraph three. Delete this entire paragraph.
- Page 6 paragraph 4 – start this paragraph with According to the NH Center for Public Policy in 2013 Windham has an average property tax when compared to the rest of the state.
- Paragraph 4 last sentence change to: There continue to be attempts to change the NH state educational funding formula.
- Remove Table 1
- Add dates to footnotes regarding SAU information provided.
- Page 7
Traffic – Kristi to review this table
- Page 10 paragraph 2
Strike all the wording after town police daily activities.
- The groundwater section to be reviewed by Ms. DiFruscia for substantial edit as noted above.

Motion to Adjourn made by Mr. Carpenter, second by Mr. Gosselin. Motion passed 6-0

Meeting adjourned at 10:30pm

These minutes are respectfully submitted by Paul Gosselin, Regular Planning Board Member.