

Town of Enfield

Planning Board Minutes

December 14, 2016



APPROVED Jan 25, 2017

Present: Dan Kiley - Chairman, John Kluge-Selectman, Nancy Scovner, Kurt Gotthardt, David Fracht - Secretary, Rita Seto, Jim Bonner- Alternate & videographer, and Scott Osgood-Town Planner.

Regrets: Tim Taylor- Vice Chair, Paula Rowe Stone-Recorder & Alternate,

Guests: Jim and Barbara Kelliher

- I. Meeting Called to Order at 7:00
- II. APPROVAL OF MINUTES
 1. Minutes of October 26, 2016 Approved as submitted 6-0-1 abstention (Nancy)
- III. SELECTMEN'S REPORT – John reported on the impending candidate search for a new Town Manager. Two firms have been asked to find candidates. The Board is looking for candidates to be on the selection committee. Reported on progress regarding Lakeside Park ownership. Budget committee has completed their initial report.
- IV. CITIZENS FORUM – No citizens asked to speak
- V. VOLUNTARY MERGER
 1. Chosen Vale Lane Map 10A Lots 9 & 10 Map 10A. This voluntary merger was submitted as a complete package. Planner noted a new State Statute that requires any lien holders to be notified of the merger. The owners reported by an email letter that there are no lien holders to the two pieces of property. The forms were signed by the Chairman, and mailed to the owners for their signature.
- VI. PUBLIC HEARINGS - BOUNDARY LINE ADJUSTMENT -
 1. Boundary Line Adjustment – 15/17 Bridge St Lots 5 & 4 on Map 32
This hearing was cancelled. The applicant applied for a variance to the Lakeside Setback at the Zoning Board meeting on Dec 13. The hearing was continued, so the boundary line adjustment was not heard.
- VII. BUSINESS DISCUSSIONS
 1. Zoning Amendments for 2017 Town Meeting
 2. Site Plan Review Changes
 3. Subdivision Regulations update
Action on the Zoning, Site Plan and Subdivision edits and changes was discussed. Details are on page 2 thru 4 of these minutes.
 4. Master Plan Update – No progress
 5. Watershed/Wellhead Protection plan – Language to be developed to incorporate the plan into the ordinance and regulations.

VIII. COMMUNICATION

1. Family Dollar drainage
The owner, Agree Realty, has engaged a designer who will finalize a draft plan for DOT and SAU 64 approval. Concept has been agreed to. A final copy will be presented to DOT for acceptance.
2. Conditions on Fitzgerald Drive Child Care Facility
Details of the conditional approval for fencing copied from HHS regulations were presented to the Board for discussion. The conditional approval will be finalized when the applicant shows that the conditions have been met.
3. Intent to Cut presented for information
 - a. Ibey Road Map 16 Lot 33
 - b. Potato Rd Map 13 Lots 35,35A,37
4. Update to ZBA Manual – The ZBA manual has been updated.
The Planning Board Manual was last updated in 2015
5. Upcoming Legislative Session – Planner noted new legislative activity is underway. It is expected that additional effort will be made to pass bills which failed last year.

IX. NEW BUSINESS – None identified.

X. NEXT MEETING- Regular Planning Board Meeting – January 11, 2017

XI. ADJOURNMENT

SECTION 2 of MEETING MINUTES

**Enfield Zoning Ordinance
Potential Ordinance and Regulations Update
December 14, 2016**

Discussed the Municipal Calendar. Last day to file for a hearing is JAN 12. Last day for a 2nd hearing is Feb 6, 2017. Jan 23 is last day for a first hearing.

- 1) Zoning Amendments for 2017 Town Meeting
 - a) Modify Variance Criteria to match the RSA 674-33 language – Board was presented with RSA language. By consensus approved the change.
 - b) Remove Clear Cutting Restriction (about 7 locations in the Ordinance
(Pg 17, 401.1 H R1, Pg 19 401.2 H R3, P 20 401.3 H R5 and more) – Kurt felt the current limits were acceptable to the State. Scott to provide RSA that show the items are not enforceable for future discussion.
 - c) Definition for Kennel - ?
 - d) Adjustment to language in the Solar Ordinance in Rte 4 District – Kurt requested language is to be added to the Rte 4 section of the code. Board agreed it is an edit, and not a change. Language to be inserted into Rte 4 section??
 - e) Add Note regarding Groundwater/wellhead protection. Draft spec available for review -Scott to develop language for Board review to incorporate into the Ordinance and Site and Subdivision regulations
 - f) Add New Accessory Apartment (ADU) rules into Zoning(RSA's and Bulletin included) – Board agreed the language noting these units are to be allowed in all districts that allow single family home is

to be included. Decided to not change the current minimum size of 800 sf, as this is bigger than the minimum proscribed by the State of 750 sf.

- g) Define Fenestration n(Window) requirements – Additional discussion required for this change
 - h) Revise abutter definition to match SPA and Subdivision detail – Add language which state all instances where change is necessary for consistency in the regulations and ordinance.
 - i) Change language Community Development Director to Town Planner – Minor edit approved to be inserted
 - j) Add (50 ft) to 401.1 M for consistency - Minor edit approved to be inserted.
 - k) Add an (H) to Special Exception for C/I District pg 52 - Minor edit approved to be inserted.
 - l) Add change to RSA 674:32-b re permitting existing agricultural Uses re Agritourism. - No edits necessary. Language noted for the information to the Board that Agritourism uses are subject to Site Plan approval
- 2) Site Plan Review
- a) Revise Section 1.5.2 SPR review on businesses in 1 and 2 family homes – Language to be added to the SPR to be consistent with direction from the Zoning Ordinance
 - b) Supply Table of Contents – To be developed for SPR
 - c) Change Base Drainage Design to 50 year model from 25 year model (match Subdivision) – To be inserted into SPR
 - d) Change Filing Deadline to meet current RSA – Filing deadline was increased by RSA for zoning hearing. SPR to be changed for consistency
- 3) Subdivision Regulation Update - Revise Section 3.03 re submission deadline per RSA 676:4 Filing deadline was increased by RSA for zoning hearing. SPR to be change for consistency
- 4) Review Update to RSA 674:21 Innovative Land Use Controls – This was presented to the board for review and discussion. Future discussion to be held on additions in innovative land use controls to the Ordinance
- 5) Review RSA 489 on Integrated Land Development Permit – Presented for information as to DES requirements for permitting revision to aid in future development application
- 6) Applications
- a) Add new RSA Language to mortgagee notification on Voluntary Mergers application – Add language to the Checklist for Mergers noting the lien holders are to be notified of mergers.
 - b) ZBA Variance requirements - Require Tax Maps and Cards be included on submission – Add item to submission checklist that tax card and map to be included in submission.

