

# **Town of Enfield Planning Board Work Session**

**September 25, 2019, 7:00 pm**

**Members Present:** David Fracht- Chairman, Erik Russell- Vice Chair, John Kluge, Kurt Gotthardt, Linda Jones, Dan Kiley, Phil Vermeer, Jim Bonner

**Staff Present:** Rob Taylor- Land Use & Community Development Administrator, Ryan Aylesworth-Town Manager

**Members Absent:** Rita Seto, Paula Rowe Stone

**Guests:** Tasha Owen, Doug Finkle

- I. **CALL TO ORDER** - Chairman Fracht called the meeting to order at 7:00 pm with a roll call of members and staff present.

## **II. CONCEPTUAL DISCUSSIONS**

1, Just About Anything- General Contractors on behalf of Zin Chen, 15 Wescott Rd., (Map ID 29, Lot 20-2). Site is currently a 2 unit multi-family property, owner would like to add a third unit by partitioning one unit into two. No additional bedrooms will be added (septic system is new, approved and built in 2019 for 8 bedrooms).

Tasha Owen and Doug Finkle met with the board to discuss the above project. At the outset, Dan Kiley noted that when and if this project comes before the board for approval he will recuse himself as an abutter. Essentially the project would involve a new wall being installed to divide one apartment into two. The board discussed further details of the project including parking, firewalls, it was noted that the applicants will need a minor site plan review as well as both demolition and building permits. Administrator Taylor offered his assistance with the process of applying for a hearing.

## **III. MASTER PLANNING WORK SESSION**

Chairman David Fracht opened the discussion by detailing a meeting that he had with Steve Schneider and Vicki Davis of the UVLSRPC. They outlined the services that they are prepared to offer. He also indicated that the RPC staff had warned him to check with the State of NH/ NH Municipal Association (NHMA)

about the requirements for a Master Plan such as chapters vs. themes. Chairman Fracht indicated that he had reached out to the NHMA's legal counsel for an opinion which he not heard from. There was general discussion about what was best for Enfield and what would be required by the State of NH's laws. A document prepared by Administrator Taylor and Chairman Fracht was reviewed. The document outlined a proposed schedule for the Master Plan process and also outlined details for each step. Administrator Taylor informed the Board that he has been working on a Strategic Governance Plan as part of his work in the office. The rest of the meeting was spent going over the document and making changes and additions that members proposed.

#### **IV. APPROVAL OF MINUTES**

The board reviewed the minutes from the September 11, 2019 meeting. It was decided that administrator Taylor will make some necessary edits. A motion was made and seconded to approve the minutes with the necessary edits. The motion was approved.

#### **V. NEXT MEETING** October 9, 2019

#### **VI. ADJOURNMENT**

A motion to adjourn was made by John Kluge with a second from Erik Russell. Vote was unanimous. Meeting adjourned at 9:10 pm.

Applications are public record and are available at the Planning and Zoning office for review.