

Enfield Planning Board – Meeting Minutes
DEPT OF PUBLIC WORKS/ZOOM PLATFORM
January 12, 2022

PLANNING BOARD MEMBERS PRESENT: David Fracht (Chair), Erik Russell (Vice Chair), Dan Kiley, Linda Jones (via Zoom platform), Kurt Gotthardt, Kate Plumley Stewart (Selectboard Representative, via Zoom Platform), Jim Bonner (Alternate Member and Videographer)

PLANNING BOARD MEMBERS ABSENT: Phil Vermeer

STAFF PRESENT: Rob Taylor- Land Use and Community Development Administrator, Whitney Banker-Recording Secretary

GUESTS: Susan Brown (via Zoom platform), Celia Aufiero (via Zoom platform)

I. CALL MEETING TO ORDER:

Chair Fracht called the meeting to order at 7:00 p.m. and took a “roll call” of members present.

Chair Fracht elevated Mr. Bonner to a voting member for this meeting.

II. PUBLIC COMMENTS:

Ms. Brown said that there are too many lights [allowed in town from businesses]. She stated that outside of her own kitchen window, the lights are very bright [from Jakes]. Mr. Gotthardt said that he had a previous project involving the streetlights in town and suggested that Ms. Brown speak with the new Town Manager to express her concern. Ms. Jones said that her suggestion would be to improve the shades that are on the lights. Chair Fracht said that this would again be an issue to bring up to the town manager.

III. SELECTBOARD REPORT:

Ms. Stewart shared that the Selectboard met last Monday to review town warrant articles. The board also spoke about masking again, though there are no current updates.

The new town manager, Mr. Morris, began work this Monday. Mr. Wozmak has begun onboarding with him.

Next week’s meeting is on Tuesday, instead of Monday. The following meeting’s Monday January 24 is a municipal facilities information session, all Planning Board members are invited to attend at the Enfield Community Building. There is another session on Thursday, January 27 as well, also at the Enfield Community Building. Planning Board members are encouraged to

attend, as well as invite others to attend with comments and interest in these projects. The presentation is the same both on Monday the 24, and Thursday the 27. Chair Fracht will urge MPTF members to come to the Thursday session as well. Ms. Aufiero asked if the meetings will be on Zoom. Ms. Stewart said that her understanding is that feedback from Zoom can be very challenging in the Community Building. The plan is to have the meetings added to the town's YouTube to be watched later.

IV. REVIEW MEETING MINUTES: December 8, 2021

Ms. Jones said that between lines 148-160 she personally is unclear regarding proposed Village Residential District. She finds the minutes accurate to the discussion but has questions for her own understanding. Is the proposal for just the Shedd Street lots or for all Main Street? There is confusion on what we are voting for. Chair Fracht stated that the proposal on the warrant article has not changed, it is for the two lots on Shedd Street. If the proposal is successful, it is possible it will be extended to existing lots in town with water and sewer. It would not extend to businesses on Main Street or the Route 4 district (both also on water and sewer). The items in question are what Mr. Gotthardt had presented as a possibility of how things might look for the two lots on Shedd Street. Given the configuration of the rest of the R1 district, Chair Fracht said he would find it highly doubtful that Enfield would wind up with many 1/8 acre lots. He felt it was unlikely that the Selectboard would sell the lots to someone with this type of proposal. The drawings were a demonstration of what a more compact core residential district could allow. Input that that Master Planning Task Force has received indicates there is strong public desire to increase housing density in the core Village area (within the R1 district) because town sewer and water can support that density. Chair Fracht asked Ms. Jones to pause further questions and comments for the discussion of the warrant article later.

Mr. Kiley MOVED to approve the December 8, 2021, Minutes presented in the January 12, 2022, agenda packet as presented.

Seconded by Mr. Gotthardt

Amendments: N/A

Roll Call Vote:

David Fracht (Chair), Dan Kiley, Linda Jones (via Zoom platform), Kurt Gotthardt, Kate Plumley Stewart (Selectboard Representative, via Zoom Platform), Jim Bonner (Alternate Member and Videographer) **all voting Yea.**

None voted Nay.

Erik Russell (Vice Chair) **Abstained.**

**** The Vote on the MOTION was approved (6-0-1).***

V. HEARINGS:**A. Proposed 2022 Zoning Ordinance Amendments**

***Mr. Kiley MOVED to open the public hearing of the 2022 Zoning Ordinance Amendments.
Seconded by Mr. Gotthardt***

Roll Call Vote:

David Fracht (Chair), Erik Russell (Vice Chair), Dan Kiley, Linda Jones (via Zoom platform), Kurt Gotthardt, Kate Plumley Stewart (Selectboard Representative, via Zoom Platform), Jim Bonner (Alternate Member and Videographer) **all voting Yea.**

None voted Nay.

None Abstained.

**** The Vote on the MOTION was approved (7-0).***

Chair Fracht suggested reviewing the Zoning Ordinance Amendments item-by-item.

Narrative and Warrant Article review: the narrative was last worked on by Chair Fracht, with additions by Mr. Taylor. Chair Fracht said that he tried to make the narratives as simple and concise as possible. Chair Fracht read each article and asked the board for suggested edits. Mr. Taylor reminded the board they will need to vote on recommendations for the warrant articles tonight as well.

Narrative Article 2: Mr. Gotthardt said he thought the other districts included similar language and suggested changing the residential districts listed to “all districts”. Mr. Taylor made the change.

Warrant Article 2: No changes.

Narrative Article 3: Mr. Gotthardt said he would remove “because it is impractical to enforce...”. Mr. Taylor made the change.

Warrant Article 3: No changes.

Narrative Article 4: Vice Chair Russell suggested changing “elsewhere in the ordinance” to referencing the actual section (405.1, page 34). Mr. Taylor made the change.

Warrant Article 4: No changes.

Narrative Article 5: Mr. Gotthardt suggested changing “it provides for the regulation” to “updates the regulation”. Mr. Taylor made the change. Ms. Brown was confused about the length of the warrant articles and asked where the language of the Zoning Ordinance would be. Mr. Kiley and Mr. Taylor clarified that it is impractical to include the entire Zoning Ordinance on the ballot, so they only reference it. Residents can review the full Zoning Ordinance themselves separately. Ms. Jones asked if the narrative would be on the ballot. Mr. Kiley said that it could not be on the ballot by law, but it would be in the town report. The only thing that can be on the ballot is what the language currently is, and what it is being changed to. Chair Fracht said that an introductory paragraph to the narrative could be added that points residents to review the Zoning Ordinance themselves. Mr. Kiley said it could be handed out outside of the voting location. Ms. Stewart said that the town’s website can also be used. Mr. Taylor said that this would be

available on the website. Ms. Brown agreed with Chair Fracht's introductory paragraph idea. Mr. Taylor will add the introductory paragraph to the narrative.

Warrant Article 5:

Remove 408 D & E and replacement language: Ms. Brown suggested removing the hyphen in "cut-off". Chair Fracht agreed. Mr. Taylor made the change.

Remove 408.2 D: No changes.

Remove 408.5 & 408.7 and replacement language: No Changes.

Remove 408.8 and replacement language: No Changes.

Narrative Article 6: Vice Chair Russell suggested changing "would still apply" to "is unchanged". Also in the first sentence, remove "demonstration". After "the goal is" add "for the Board of Selectmen". Chair Fracht and Vice Chair Russell suggested changing "goal" to "intent". Ms. Stewart suggested changing "developers" to "interested parties". Mr. Taylor made all the changes.

Ms. Brown asked if the Shedd Street lots are a hazmat issue. Ms. Stewart said that a study had been done, it was relatively minor to fix. Ms. Aufiero asked, regarding maintaining and enhancing the character of this residential neighborhood, how is this possible if the other lots are single family housing? Ms. Stewart said that there are multi-family housing units there as well. Mr. Kiley said that zoning ordinances are meant to be ordinances and suggested removing "while maintaining and enhancing the character of this residential neighborhood". Board members agreed to remove this section of the narrative. Chair Fracht suggested removing "standard" from the final sentence. Mr. Taylor made the changes.

As a result of the zoning district name change, Chair Fracht suggested: "this article defines the allowable uses for the two town-owned lots on Shedd Street, formerly the Public Works Facility". In the next sentence, remove "new district". Mr. Taylor made the change.

Warrant Article 6: Ms. Brown said that 1/8 of an acre is very small. Ms. Jones said that one of the goals is to allow, for example, an apartment building. She agreed that she was also having trouble with the 1/8-acre lot size, and it seems confusing. Mr. Kiley agreed. Vice Chair Russell said that the lot size gives the Selectboard flexibility in the types of proposals they can accept. Chair Fracht said, hypothetically a proposal could come in for individual bungalows for senior citizens each on the 1/8-acre lot. Hypothetically as well, there could be a proposal for a larger apartment building that takes up the entire 2 acres between the lots. Vice Chair Russell agreed that Chair Fracht's examples were good ones to illustrate the flexibility that the VR district would allow the Selectboard. Ms. Jones said that the VR district looks like zoning changes that are being put in place that anyone could use. Vice Chair Russell clarified that the VR district is only the two Shedd Street lots. Ms. Aufiero asked if all the regulations and limitations (A-J) are for only these two lots. Vice Chair Russell confirmed this is correct. Mr. Kiley said that he felt this article would cause confusion among residents who may not understand it is for only the Shedd Street lots. The 1/8-acre lot minimum may be a point of confusion for many. Chair Fracht said that if the 1/8-acre lot minimum were to be removed, it could eliminate developers who may not choose to submit a proposal with the current 1/2-acre minimum lot size. Ms. Brown said that she was confused with the removal of the "Village Plan" earlier on the warrant and adding the "Village Residential district" now. Mr. Kiley suggested changing the name to Shedd Street District. Chair Fracht suggested removing the district name altogether.

The language on the warrant article was changed to remove any references to "village residential district" and in the title "zoning district". Additional changes were made to clarify the language

to be just the two Shedd Street lots, not a separate zoning district. Mr. Taylor made the changes. Ms. Stewart asked for clarification – is there no district name now? Chair Fracht said that they are now going to be named the Shedd Street Lots.

There were no additional changes to items A-F. Ms. Brown suggested removing references to the docks in item G. Vice Chair Russell said that he put in the language exactly as it is written in the other zoning districts for consistency. Mr. Gotthardt said that he would leave the language as-is so there is no confusion. For item H, Ms. Brown suggested changing “parking spaces” to “additional parking space”. Mr. Taylor made the change. There were no changes for item I. For item J, Mr. Gotthardt suggested the change to match the current zoning regulation from “at the public street” to “at the street giving access to the lot”. Mr. Taylor made the change.

Mr. Kiley suggested naming Article 6 the Tax Map 34 Lot 60 & 61 District. The board agreed with this update. Mr. Taylor made the change.

***Mr. Kiley MOVED to close the public hearing of the 2022 Zoning Ordinance Amendments.
Seconded by Mr. Gotthardt***

Roll Call Vote:

David Fracht (Chair), Erik Russell (Vice Chair), Dan Kiley, Linda Jones (via Zoom platform), Kurt Gotthardt, Kate Plumley Stewart (Selectboard Representative, via Zoom Platform), Jim Bonner (Alternate Member and Videographer) **all voting Yea.**

None voted Nay.

None Abstained.

**** The Vote on the MOTION was approved (7-0).***

Chair Fracht asked the board to review the updated warrant articles and vote on their recommendation of each.

Article 2

Mr. Kiley MOVED to recommend Article 2.

Seconded by Mr. Gotthardt

Roll Call Vote:

David Fracht (Chair), Erik Russell (Vice Chair), Dan Kiley, Linda Jones (via Zoom platform), Kurt Gotthardt, Kate Plumley Stewart (Selectboard Representative, via Zoom Platform), Jim Bonner (Alternate Member and Videographer) **all voting Yea.**

None voted Nay.

None Abstained.

**** The Vote on the MOTION was approved (7-0).***

215 **Article 3**

216 ***Mr. Kiley MOVED to recommend Article 3.***

217 ***Seconded by Vice Chair Russell***

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219 **Roll Call Vote:**

220 David Fracht (Chair), Erik Russell (Vice Chair), Dan Kiley, Linda Jones (via Zoom platform),

221 Kurt Gotthardt, Kate Plumley Stewart (Selectboard Representative, via Zoom Platform), Jim

222 Bonner (Alternate Member and Videographer) **all voting Yea.**

223 **None voted Nay.**

224 **None Abstained.**

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226 **** The Vote on the MOTION was approved (7-0).***

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228 **Article 4**

229 ***Mr. Kiley MOVED to recommend Article 4.***

230 ***Seconded by Vice Chair Russell***

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232 **Roll Call Vote:**

233 David Fracht (Chair), Erik Russell (Vice Chair), Dan Kiley, Linda Jones (via Zoom platform),

234 Kurt Gotthardt, Kate Plumley Stewart (Selectboard Representative, via Zoom Platform), Jim

235 Bonner (Alternate Member and Videographer) **all voting Yea.**

236 **None voted Nay.**

237 **None Abstained.**

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239 **** The Vote on the MOTION was approved (7-0).***

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241 **Article 5**

242 ***Mr. Kiley MOVED to recommend Article 5.***

243 ***Seconded by Vice Chair Russell***

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245 **Roll Call Vote:**

246 David Fracht (Chair), Erik Russell (Vice Chair), Dan Kiley, Linda Jones (via Zoom platform),

247 Kurt Gotthardt, Kate Plumley Stewart (Selectboard Representative, via Zoom Platform), Jim

248 Bonner (Alternate Member and Videographer) **all voting Yea.**

249 **None voted Nay.**

250 **None Abstained.**

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252 **** The Vote on the MOTION was approved (7-0).***

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Article 6**Mr. Kiley MOVED to recommend Article 6.****Seconded by Vice Chair Russell****Roll Call Vote:**

David Fracht (Chair), Erik Russell (Vice Chair), Dan Kiley, Linda Jones (via Zoom platform), Kate Plumley Stewart (Selectboard Representative, via Zoom Platform), Jim Bonner (Alternate Member and Videographer) **all voting Yea.**

Kurt Gotthardt **voted Nay.**

None Abstained.

*** The Vote on the MOTION was approved (6-1-0).**

VI. CONCEPTUALS:

None.

VII. UPDATE ON MASTER PLANNING TASK FORCE WORK – David Fracht

Co-Chair Fracht said that the Master Planning Task Force has been working diligently with PlaceSense consultant Ms. Saxton. There are drafts for Visioning, Transportation, and Housing chapters (3 out of 5 so far). The next meeting will review an expended draft of Housing and will begin review of Land Use. There is also a draft of Economic Development. The project is moving along nicely.

At the last MPTF meeting, Co-Chair Smith had shared there likely will not be a draft for the public for the March meeting. The deliberative session of Town Meeting is likely not going to be held in March for 2022. Mr. Gotthardt and Chair Fracht asked Ms. Stewart to confirm if this is the case. Ms. Stewart stated that it is within the moderator's purview to postpone the date. The postponed date has not been set, but likely will be the end of April.

Co-Chair Fracht said that given that the deliberative session is likely to be postponed, the MPTF decided to use the time to continue to refine the chapters of the draft Master Plan.

Co-Chair Fracht said that the MPTF is also looking to do focus groups for each chapter, within the March/April timeframe. The task force plans to solicit focus group participants for each chapter by asking them to submit applications of interest and will then review demographics to select a varied focus group audience.

Co-Chair Fracht said that the MPTF is also in the process of reviewing responses from the Community Survey. There are over 600 individual comments that need to be combed through, as well as multiple-choice questions that need to be graphed.

Overall, the Master Plan is moving along nicely. The draft includes pictures, infographics, and links as well to be visually pleasing.

Ms. Aufiero said the MPTF also wants to hear from renters. Co-Chair Fracht said that the survey had a very light response from renters. The MPTF has discussed ways to reach out to renters for their feedback. Ideas discussed have been door-to-door canvassing, door-tags, and potential focus groups for the needs of renters. Ms. Saxton has shared that often renters do not feel like they have a place in town government or that their voice doesn't count. It will take additional outreach to capture their feedback. Mr. Gotthardt said, if renters are reached, a question that would be helpful is if they had the opportunity to buy a house in Enfield, would they (yes/no and why). What can Enfield offer someone who does not currently own in town as incentive to want to buy a home in town. Co-Chair Fracht said that there are some existing survey questions that also help cover this question. Mr. Gotthardt's suggested question could be a good extension of existing questions.

VIII. NEXT MEETING: January 26, 2022

There are no hearings, but there will be a few agenda items.

Chair Fracht will plan to extend an invitation to Meredith Smith to discuss her ideas for the historic Enfield Town Center.

Board membership and possible replacements/alternates will also be discussed.

IX. ADJOURNMENT:

Mr. Gotthardt shared that there is a Housing Appeals Board, which is a parallel branch of going to Superior Court for applicants. The Housing Appeals Board has recently posted the full minutes for their decision making. The decisions go into extreme detail about how each decision was made, which include references to specific RSA's and why they vote to overturn some issues. These decision explanations are very informative on land use appeals (many are Zoning Board, but some are also Planning Board). It may be good if Enfield ZBA members also read some of these background details.

A MOTION was made by Mr. Kiley to adjourn the meeting at 8:47 p.m.

The MOTION was seconded by Vice Chair Russell.

Roll Call Vote:

David Fracht (Chair), Erik Russell (Vice Chair), Dan Kiley, Linda Jones (via Zoom platform), Kurt Gotthardt, Kate Plumley Stewart (Selectboard Representative, via Zoom Platform), Jim Bonner (Alternate Member and Videographer) **all voting Yea.**

None voted Nay.

None Abstained.

** The Vote on the MOTION was approved (7-0).*

Respectfully submitted,

Whitney Banker

Recording Secretary