



PLANNING BOARD
TOWN OF EAST KINGSTON
New Hampshire

2010-2011
Ron Morales, Acting Chairman

MINUTES
Regular Meeting 17 February 2011
7:00 pm

AGENDA:

- ◆ **Call to Order**
- ◆ **Approval** January 20 minutes
- ◆ **Discussion** by Glenn Greenwood, Rockingham Planning Commission, on Developments of Regional Impact
- ◆ **Board Business**

CALL TO ORDER: The regular meeting of the East Kingston Planning Board was called to order at 7:00 pm.

ROLL CALL: Mrs. White called the roll.

Members: Mr. R. Morales, Mr. E Warren, Dr. R. Marston, Mr. P. Gilligan, Ex-officio Mr. D. Pendell (7:15)

Alternates: Mr. J. Cacciatore

Advisors: RPC Planner Ms. Julie LaBranche

Guest Speaker - Glenn Greenwood, Assistant Director of the RPC

Others - Mr. Gary Hinz, East Kingston resident.

Board Business

Mr. Morales noted that the Selectmen had approved the Planning Board recommendation to appoint Mr. Gilligan as a regular member, and that Mr. Gilligan's appointment paperwork was complete. Board members welcomed him as a regular member.

Minutes - Approval of the January 20th minutes.

MOTION: Mr. Gilligan **MOVED** to approve the January 20 minutes as presented. Mr. Warren seconded; the motion passed unanimously.

Projects of Regional Impact - At the last meeting, Ms. LaBranche had answered a question regarding the regional impact checklist, and noted that there is a formal process the Board would need to follow should they have a certain number of items checked off on the checklist. This procedure would allow all affected communities and the RPC to become abutters in the case of a large development which could affect shared community services.

Ms. LaBranche had suggested Glenn Greenwood come and speak to the Board for 30-45 minutes about how the process works so they are prepared should it come up. Mr. Greenwood is the head of that committee for the RPC.

Mr. Morales welcomed Mr. Greenwood to the meeting and said they were looking forward to the discussion.

Mr. Greenwood explained that the procedure had been put into place so communities other than where the actual development was occurring that might be affected in some way would be have a chance to speak at the public hearings with any concerns they might have in regard to the project's impact on their town.

Upon notification of a project of regional impact, abutting communities and the local RPC would be granted abutter status and would be notified of public hearings and have the opportunity to make comment.

The declaration of a project of regional impact should occur early in the process. If there is any question on the part of the Board the project would have regional effect, the Board should determine that it does and submit the appropriate paperwork to the RPC for review and assessment.

Such things as increased traffic and the impact it could have on the affected road structure, development close to a neighboring town, additional public services required beyond town borders, impact to historic or scenic features, potential air or water pollution, and/or changes to plant and animal habitat are a few triggers for a project to be deemed to have regional impact.

Mr. Greenwood opined it would be beneficial if this process happened automatically, unfortunately this does not always happen. As the law stands at the present time, the town in which the project is occurring needs to be the entity to initiate the claim to the RPC. He explained that some towns are hesitant to notify other towns because they would like a project to happen and do not want any reasons stated that it should not. In other cases, towns *do* contact other towns for reinforcement of their own reasons for denying a certain project.

Mr. Greenwood described the process that their Board goes through to make the determination, and noted there are timeframes for the RPC to be held to for that determination to come back to the Board. As soon as they receive a request for determination, the RPC tries to schedule a meeting so they can get back to the Planning Board before *their* next meeting with an answer.

Mrs. White asked if a Farmer's Market could in any way be considered a project of regional impact, and Mr. Greenwood noted only if it were on a humongous scale.

The Guidelines provided are only guidelines and not etched in stone, and can only be as good as a Town's involvement. He noted that more eyes looking at a project are always better than less.

Mr. Greenwood would like to see the eventual creation an Association of New Hampshire Planning Boards who would meet on a quarterly basis and share ideas, concerns and solutions. His thought is they could benefit from each other.

Ms. LaBranche suggested Mr. Greenwood make arrangements to also speak to the Zoning Board on Regional Impact so they would be informed as this process applies to all land use boards.

Mr. Morales thanked Mr. Greenwood for taking the time to speak to the Board.

Updates to Regulations and Ordinances - The Board had three items to review and revise this year; updates and revisions to the Home Occupation ordinance (this would need to go on a warrant article next year), and changes to both the Site Plan and Subdivision regulations as there were changes in the laws regarding variances by the Planning Board.

The Board would be looking over each of these areas to make sure all the RSAs and laws were current, and to revise the Home Occupation ordinance with more clarity of what is allowed. Preliminary discussion touched on whether it would be more beneficial to list home occupations *that were not allowed*, rather than trying to cover all those that could be allowed. Mr. Pendell suggested waiting for the new ex-officio before working on the home occupation ordinance.

Mr. Morales suggested tackling one item each month. The Board agreed on the following schedule:

- March - Site Plan Regulations
- April - Subdivision Regulations
- May - Home Occupation portion of the Zoning Ordinance

Discussion Regarding the Yearly Planning Board calendar - Mr. Warren made the suggestion to take contacting the owners of the storage units regarding installation of the fence off the calendar as both of the original owners were now deceased. Mrs. White thought it had been a condition of approval and therefore could not be ignored. Mr. Morales seemed to remember the fence had been Mr. Ford's idea and since it is shown on the plan, it could present a problem in the future of they just ignored that fact. The Board had decided that once a year they would contact Mr. Ford regarding the status of the plan and that the fence would be installed when it was complete. Mrs. White will look up the specifics of the decision and report back to the Board. She will also see if she can find out a family member or the attorney for the estate to contact in reference to the storage unit business.

Expenditures for the Agricultural Commission - Mrs. White reminded the Board that the Agricultural Commission's budget was actually part of the Planning Board budget. Due to timeframe of meeting schedules, it would not always be conducive for the Agricultural Commission to wait for permission for expenditures by the Planning Board such as in the case of training sessions. The thought was the Board could agree on an amount to approve in advance, and if more was needed, then the Agricultural Commission would bring a request to the Planning Board for anything over the approved amount.

MOTION: Mr. Warren **MOVED** to approve a budget in the amount of \$500 for the Agricultural Commission, should it be approved in March. Mr. Gilligan seconded; the motion passed unanimously.

Larry Bean - Mrs. White noted that Mr. Larry Bean will be before the Board in March for approval of a tenant. She reminded the Board that the last time he was before them, his tenant had changed their mind at the last minute. The Board had decided since he had paid the \$200 application fee, when he did have a tenant, he could come back before the Board and would only need to pay for notification of abutters.

Planning Board Rules and Procedures - When the Board had last updated the Rules and Procedures, Mrs. White had not had them sign the cover sheet to present to the Town Clerk for her records. She handed out sheet for the Board to sign. She also advised the Board she had made a supplemental list of all the RSAs so she could better monitor for updates when any changes to the law occurred.

Sewage Disposal System Design Rules - Mrs. White noted that the DES was in the process of making amendments to various sections of their Subdivision & Individual Sewage Disposal System Design Rules. She asked Ms. LaBranche if to inform her if any of those changes would constitute changes in the ordinairness and/or regulations, or if those changes would only pertain to the Building Inspector and the Town Engineer reviewing the plans.

Mr. Pendell - Mr. Pendell declared that this was last Planning Board meeting and that there would probably be a new ex-officio at the March meeting. He wanted to let the Board know how much he had enjoyed being a part of the Planning Board meetings during the 3 years he was a Selectman. He noted he sincerely appreciates those who volunteer their time to the Town, such as the members of the Planning Board and the Zoning Board.

ADJOURNMENT

MOTION: Mr. Pendell **MOVED** the Planning Board adjourn; Dr. Marston seconded. The motion passed unanimously.

Mr. Morales closed the meeting at 8:45 pm.

Respectfully submitted,

Barbara White

Barbara A. White
Recording Secretary

Ronald Morales
Acting Chairman

Minutes approved March 17, 2011