



PLANNING BOARD
TOWN OF EAST KINGSTON
New Hampshire

2011-2012
Ed Warren, Chairman
Dr. Robert Marston, *Vice Chairman*

MINUTES
Regular Meeting 15 September 2011
7:00 pm

AGENDA:

- ◆ **Call to Order**
- ◆ **Approval** of Minutes
- ◆ **Discuss** revisions to Site Plan Review regulations due to law changes.
- ◆ **Discuss** revisions to Telecommunications chapter due to law changes.

CALL TO ORDER: This meeting of the East Kingston Planning Board was called to order at 7:10 pm.

ROLL CALL: Mrs. White called the roll.

Members: Mr. E. Warren, Dr. R. Marston and Mr. J. Cacciatore; ex-officio Mr. M. Cook.

Advisors: Rockingham Planning Commission Planner Ms. Julie LaBranche.

Board Business

Mr. Warren reported that Mr. Gilligan had resigned from his position as Chairman. The Board was sorry he had decided to resign, and acknowledged he had done a good job and that he will be missed. In light of his resignation, it was necessary to elect a Chairman and a Vice Chairman so in case the Chairman is not able to make the meeting, the Vice Chairman will be the person to run the meeting.

MOTION: Mr. Cook **MOVED** to elect Mr. Warren as Chairman and Dr. Marston as Vice Chairman; Mr. Cacciatore seconded. The vote was unanimous.

Minutes

Mr. Warren asked if there were any changes/additions offered to the August minutes. There being none, he asked for motion on the minutes.

MOTION: Mr. Cacciatore **MOVED** to approve the August minutes as presented; Mr. Cook seconded. The vote was unanimous.

Planning Board Membership

The Board discussed ways they could recruit some interest for membership on the Planning Board. A blurb on the website, a notice in the newspaper, and bulk mailing were discussed. Ms. LaBranche stated she would be happy to run an informative session for residents, or an orientation for people interested in being new members.

DOT Letter

Mrs. White had distributed a letter from the DOT looking for input on various questions. Mr. Cook noted there were two projects in process: a culvert on 107A and a solution for the intersection of the 108/107A intersection. The Board noted they did not have any additional input for this letter, Ms. LaBranche will respond for the Board and cc: Mrs. White for the files.

Sustainable Communities Support Letter

Mrs. White reminded the Board that last month they had discussed sending in a letter of support for Sustainable Communities to the RPC. Although the members in attendance agreed it was something they wanted to do, since there was not a quorum, it could not be voted on. She had prepared a letter last month, and had brought it with her tonight for signing in anticipation of approval.

MOTION: Mr. Warren **MOVED** to send a letter of support to the RPC; Mr. Cook seconded. The vote was unanimous.

Mr. Warren signed the letter and gave it to Ms. LaBranche to deliver to the RPC.

Review of the Site Plan Review Regulations

Mr. Warren turned this portion of the meeting over to Ms. LaBranche. As there was no quorum at the last meeting, Ms. LaBranche had opted to hold off on the final review of the changes until the full Board could be present.

The Stormwater Management section was reviewed. Ms. LaBranche had made minor changes in conjunction with previous Board discussion to the following sections: F.1. Goals; F. 2. B i. runoff for impervious surfaces; F 3. (c) narrative description of the general approach and strategies implemented for an applicant's stormwater plan; and section 4 (e) responsibility. Section 4. B. iii , referencing nitrogen levels was omitted until this law is finalized.

Ms. LaBranche will send to Mr. Quintal, Chairman of the Conservation Commission, to see if he has any comments or changes before recommending the Board take to Public Hearing.

Review of the Telecommunications Ordinance

Again, Mr. Warren turned this portion of the meeting over to Ms. LaBranche. Ms. LaBranche had reviewed only the Processing Record and the Application Checklist with the Board members at the previous meeting due to the lack of a quorum, so was now conducting a comprehensive review of the changes she and Mr. Morales had made to the ordinance due to changes in the law.

The reference to the RSA in Paragraph A had been corrected; numbers and titles were added to the tables on pages 60 & 61; and Paragraph 2 on page 62 and Paragraph 3 on page 64 had been clarified. The narrative in Paragraph H. 1. Waivers was changed to further clarify the intent.

The biggest change to the law is that the application must be deemed complete and any additional information requested by the Board has to be within 30 days after the submission of the application. The Board could ask for additional studies, but could not duplicate any that had already been asked for by another Board.

Mr. Warren asked how long the applicant had to resubmit the application if it was deemed incomplete? Ms. LaBranche will research this and report back to the Board.

The recommendation is to have the Circuit Rider and the Secretary review the application for completeness, with a separate charge for the RPC review as it would be outside the realm of regular duties to the Planning Board.

The services of a consultant was discussed; Mrs. White will research what RF Specialist the ZBA used for a previous application and if he would be available if needed.

Ms. LaBranche had compiled a Processing Record to aid in keeping to the short (30-day) timeframe to ensure an application is complete and a checklist for the applicant.

There is a specific timeframe for the public hearing for the ordinance changes; Ms. LaBranche will check on the timeframe and let the Secretary know.

Mrs. White and Ms. LaBranche will get together and put together a separate telecommunications application.

Agricultural Commission "Meet and Greet"

Mrs. White announced that the Agricultural Commission will be holding a "Meet and Greet" at the Town Hall on October 13th from 6pm to 8pm. This will be a chance for the residents to come and meet the growers and other agricultural providers (honey, eggs, maple syrup, etc.) in their Town. The growers are encouraged to bring any product they have to sell and any printed information they have to distribute. A map showing location of those growers and providers will be distributed, as well as some information about the Agricultural Commission. Nada Haddad, from the UNH Cooperative services will speak on the importance of growing local and supporting your local growers, and Julie LaBranche will speak on conservation of agricultural lands and soil preservation. Refreshments will be provided and children are invited.

Board Question

A resident wanted to know if she could breed and board dogs where she lives. It was discussed that boarding is a service and the Board was unsure about the breeding question. They determined they would need a more specific plan as to what she wanted to do before they could really make a determination if it would be allowed.

Next Meeting

Review of the Growth ordinance and the Home Occupation ordinance.

ADJOURNMENT

Mr. Gilligan closed the meeting at 8:30 pm.

The next Planning Board meeting will be on October 20th.

Respectfully submitted,

Barbara White

Barbara A. White
Recording Secretary

Ed Warren
Chairman

Minutes approved October 20, 2011