

DRAFT

MINUTES
Workshop Meeting
Sanbornton Planning Board

Meeting Date and Time: Thursday, January 7, 2016 at 7:00 PM

Meeting Place: Town Offices, 573 Sanborn Road, Sanbornton, N.H.

The regular meeting was called to order by Chair Evelyn Auger at 7:02 PM

Roll Call

Regular Members present: Will Ellis, Don Bormes, Dick Gardner, Chair Evelyn Auger

Alternate Members present: Justin Barriault

Regular Members absent: Selectman Johnny Van Tassel

Alternate Members absent: Gail Morrison, Justin Barriault

Others present at the meeting: Town Planner, Bob Ward

Approval of draft Planning Board minutes from 12/17/2015 – Don Bormes made a **motion** to approve the draft minutes of 12/17. Will Ellis **seconded** the motion and the **motion passed unanimously**.

New Business

- a. **Final discussion of Senior Housing and Zoning Ordinance , Article 4, former Section Q re senior housing** – The Planning Board worked on the two remaining sections of the previous Senior Housing Ordinance, density allowance and location for a Senior Housing development. Town Planner Bob Ward stated that he had researched towns similar to Sanbornton and had learned that Deerfield's unique ordinance allows for a higher density of dwellings closer to the center of town, with less density allowed as you get further from the center. He also noted that their ordinance requires a 50-foot buffer zone. Justin Barriault asked what would be considered the center of town for Sanbornton, and Chair Evelyn Auger noted that the Town Square could be considered the center, though Sanbornton has become multi-centric, with main areas of town being scattered. Town Planner Ward mentioned that the SEDAC group has been discussing the area around Exit 22 for future economic development, which is close to the Town Square, therefore the Square could be reinforced as the actual center of town again as it once was. Will Ellis noted that emergency services and police were located in the Square as well, which would be important to seniors.

The Planning Board looked at the Sanbornton map and measured distances from the Town Square. Justin Barriault noted that two miles from the Square is not much further than one mile for emergency personnel to travel, and therefore a two mile radius could be used as the first density tier. Dick Gardner mentioned that a 50-foot buffer zone would cut away a sizeable amount of building space of an acre, and Justin Barriault agreed and suggested a five acre minimum instead of Deerfield's three.

Regarding location for Senior Housing, Will Ellis suggested that a development should be allowed only on major roads, and that the Ordinance should be very specific so that potential developers know exactly what is required of them. Dick Gardner stated that the revised Ordinance is not refined enough yet and should not be presented as is. Chair Evelyn Auger stated that she does not want the Planning Board to submit the Ordinance simply because she is in favor of Senior Housing, but she does want to show what has been worked on by the group and the Town Planner. The Planning Board agreed to finalize the details of the Senior Housing Ordinance next Thursday in order to submit in time.

- b. Discussion re schedule for zoning amendment public hearing process** – Town Planner Bob Ward notified the Planning Board that the Office of Energy and Planning has scheduled MLK day (January 18th) as the last day to hold a first public hearing for zoning amendments (Senior Housing Ordinance). This is a state holiday and the Town Offices will be closed, so there will only be time for one hearing rather than two. The Planning Board agreed to still submit the Senior Housing Ordinance amendment though there will only be one hearing.
- c. Discussion re Plan NH “Municipal Technical Assistance Grant Program” for housing solutions** – Town Planner Bob Ward notified the Planning Board of a grant program available that allows for research on housing solutions for Sanbornton. The grant requires a cash match, which Dick Gardner reminded the Planning Board is not available. Town Planner Ward is not in favor of this grant program but wanted the Planning Board to be aware of it. All Planning Board members agreed to not pursue the grant.
- d. Handout and discussion re magazine article re high density, single family cluster development** – Chair Evelyn Auger provided Planning Board members with an article describing a small housing development in Oregon, including photos of the layout of the development and dwelling units. Chair Auger stated that this type of layout could be replicated in a Senior Housing development. The Planning Board will discuss at a later meeting.

Old Business

- a. Update regarding activities of SEDAC Committee** – Town Planner Bob Ward stated that the SEDAC Committee should have the Economic Development chapter for the Master Plan completed in February.
- b. Update re request for voluntary merger of Downes’ properties** – Town Planner Bob Ward notified the Planning Board that the meeting with Attorney Berne Waugh will take place next Thursday, January 14th at 7:30 to discuss the legality of voluntary mergers by Mr. Daniel Downes.
- c. Discussion re final proposed SPB budget for Fiscal Year 2017** – Town Planner Bob Ward provided the Planning Board with the Budget Committee’s budget recommendation for the Planning Board for FY17. The Budget Committee voted for \$26,211 for the line item of Town Planner pay, versus the Board of Selectmen’s \$33,717. Dick Gardner feels that the Planning Board should support the Board of Selectmen’s budget figure and stated that the Budget Committee’s figure would not allow for the Town Planner to continue

provide planning support to the various land use committees outside of the Planning Board. Chair Evelyn Auger mentioned that the SEDAC committee would not be able to continue moving forward as it has and that group has made major headway towards plans for economic development in the Town. The Planning Board agreed to support the Board of Selectmen's figure for Town Planner though it was lower than the Planning Board's own proposed budget for FY17.

Planner's Update

- a. **Lakes Region Planning Commission Meeting** – Town Planner Bob Ward notified the Planning Board of the upcoming Lakes Region Planning Commission meeting on Watershed Planning which he plans to attend. The Planning Board agrees that Town Planner Ward should attend.

Meeting adjourned. Don Bormes made a **motion** to adjourn the meeting at 9:25pm. Dick Gardner **seconded** the motion and **the motion passed unanimously**.

The next public Meeting is scheduled for Thursday, January 14h, 2015 at 6:00 p.m. to be held at the Sanbornton Town Offices or Life Safety Building. This meeting's purpose is to finalize the Senior Housing Ordinance.

Respectfully submitted,

Audry Barriault