

**Moultonborough Planning Board**  
**P.O. Box 139**  
**Moultonborough, NH 03254**

**Regular Meeting**

**August 24, 2016**

**Minutes**

Present: Members: Scott Bartlett, Rich Kumpf, Joanne Farnham, Kevin Quinlan, Allen Hoch,  
Norman Larson, Russ Wakefield (Selectmen's Representative)  
Excused: Alternate: Rich Thorman  
Staff Present: Administrative Assistant, Bonnie Whitney

**I. Pledge of Allegiance**

The Chairman opened the regular meeting at 7:00 PM, led the Pledge of Allegiance and then the members introduced themselves to the public.

**II. Approval of Minutes**

**Motion:** Mrs. Farnham moved to approve the Planning Board Minutes of August 10, 2016, as written, seconded by Mr. Quinlan, carried unanimously with Mr. Kumpf abstaining.

**III. Citizen's Forum – No Comment**

**IV. New Submissions - None**

**V. Boundary Line Adjustments - None**

**VI. Hearings - None**

**VII. Other Business/Correspondence**

1. Discussion of Town Owned Tax Deeded Parcels for Possible Sale

Mr. Bartlett noted a letter dated August 15, 2016 from Walter Johnson, Town Administrator, regarding Sale of Town Property. In accordance with Town Policy No. 19 Sale of Town Property, it requires the Planning Board to review and provide a recommendation regarding the proposed properties to be sold. The Board needs to review the lots that are up for sale and determine whether or not there might be a public purpose to retain the lots, and then make a recommendation back to the Board of Selectmen so that they make a final decision. The Town Administrator is requesting that the Planning Board address this matter at this meeting.

Mr. Bartlett stated members were provided with a packet via e-mail regarding the Sale of Town Property. The Chair requested if the Board had any input into the potential offering for sale of certain Tax Deeded properties. As the Board of Selectmen's representative, Mr. Wakefield gave a brief history of the property located at 4 Whittier Highway. Board members reviewed the list of the parcels and photos of the parcels for possible sale from the Town's GIS On-line Mapping System and discussed if any should be retained by the Town. After discussion of these parcels a majority of the members did not find any public purpose to retain the lots and recommended the lots be sold.

**Motion:** Mr. Quinlan moved that the Planner craft a letter to the Board of Selectmen noting that is their recommendation that the Town sell the three parcels contained in the August 15<sup>th</sup>, 2016 correspondence from Mr. Johnson. Seconded by Mrs. Farnham, motion passed 6 to 1 with Mr. Larson opposing.

2. Review of possible amendments to the Zoning Ordinance: Accessory Dwelling Units (ADU): Mr. Bartlett commented that Jerry Coogan, Interim Planner had provided members with a draft ordinance for ADU's. The Board had reviewed this at their last meeting making suggested changes. Mr. Coogan had made the revisions as requested. Members reviewed the document noting the need to clean up and remove the language to be stricken as well any notations stating "Addresses D at the end" or similar.

**Motion:** Mr. Quinlan move to authorize the Planner to revise the language as amended and vote to hold the required Public Hearing on November 9, 2016, seconded by Mrs. Farnham, carried unanimously 7 to 0.

3. Review of possible amendments to the Zoning Ordinance: Village Center Overlay District (VCOD):

Mr. Bartlett stated that it was the decision of the Board at their last meeting to proceed with Option 2 as presented by Mr. Coogan, and that the Board had tabled further discussion to gather input from members that were absent that evening and to allow time for Mr. Coogan to make minor changes and corrections to Option 2 as discussed.

Members were provided with a revision of the draft ordinance for VCOD which contained suggested changes from their last meeting. Members reviewed the document noting that the properties to be included in the Village Residential District still needed to be identified by Tax Map and Lot numbers. The Chairman stated that he would be working next week with Mr. Coogan on identifying these properties. There were a few minor changes that had not been made to the revised draft and will be incorporated into a final draft.

**Motion:** Mr. Quinlan made a motion to table the discussion on the VCOD (Village Center Overlay District) allowing time for the Chairman and Mr. Coogan to identify properties that will be included in the Village Residential District, seconded by Mrs. Farnham, carried unanimously 7 to 0.

4. Review of possible amendments to the Zoning Ordinance: Village Plan Alternative (VPA): Mr. Bartlett stated at the last meeting Mr. Coogan had recommended that the Board ditch the VPA, for a couple of reasons. The first being he felt that it was competing with the VCOD (hard for people to understand) and second the VPA has been around for 16 +/- years, and only five towns have adopted it. He didn't know of any proposals that had come to a town via the VPA. It is restrictive as 80% of the land needs to be open space and only 20% can be developed. He didn't feel it was workable and in Mr. Coogan's talks with developers and planners, that is the conclusion that many people had. Members present on August 10<sup>th</sup> were okay with the recommendation, but the Chair held off on taking a formal vote until this meeting for all members to be in attendance.

**Motion:** Mr. Quinlan made a motion to withdraw the language for the proposed zoning amendment relative to the Village Plan Alternative (VPA) as recommended by the Interim Town Planner, seconded by Mr. Wakefield, carried unanimously 7 to 0.

5. Master Plan Steering Committee (MPSC) Update: Mr. Bartlett stated that the Board is in receipt of the latest draft of the Vision Chapter and the Land Use Chapter from the LRPC for informational purposes only at this time. The MPSC met on August 18<sup>th</sup> to review the draft chapters. They will make their recommended changes to the consultant, but noted that the committee felt that the draft is right on point.

The final product will be provided to the Planning Board for adoption. The consultant is currently working on a draft for the Transportation Chapter as well. Mr. Larson noted that the Heritage Commission was in the process of revising Historical Chapter, asking if a revised chapter could be incorporated in with the Vision, Land Use and Transportation updates. The Chair commented that they have a tight schedule with the consultants and was not certain if that could be completed with this update, or if it would be something for next year.

6. Conservation Committee Update - None

7. Septic Modeling Project: Mr. Bartlett stated the Board had a brief discussion on this. This was in a proposed form to NH DES. DES got back to Lakes Region Planning and the Lake Winnepesaukee Association and would like to go forward with the project, asking for a formal proposal. Jeff Hayes, LRPC was encouraged by DES's interest. There was talk about developing a model for statewide use. The Chair noted this was a combined effort of the Planning Board and Conservation Commission. He floated the idea of including Center Harbor, making it a joint town project.

8. The Chair noted that in the absence of any new materials for review regarding the Master Plan Update and the proposed zoning amends he did not see any reason for the board to meet on the 31<sup>st</sup> for a work session. Members were in agreement with that. Therefore, the Chair cancelled the August 31<sup>st</sup> work session.

**IX. Adjournment:** Mr. Quinlan made the motion to adjourn at 8:08 PM, Seconded by Mr. Hoch, carried unanimously.

Respectfully Submitted,  
Bonnie L. Whitney  
Administrative Assistant