

NOTTINGHAM PLANNING BOARD
May 24, 2017

Approved: June 14, 2017

Members Present: Dirk Grotenhuis Chairman; Eduard Viel, Vice-Mr. Chairman; Tony Dumas, BOS Rep; Susan Mooney, Secretary; Gary Mr. Anderson; SRPC Rep; Teresa Bascom; Joseph Clough; Robert “Buzz” Davies, Alternate

Members Absent: Charlene Andersen, BOS Rep

Others Present: Paul Colby, Code Administrator; JoAnna Arendarczyk, Land Use Clerk; Bruce Mayberry, Planner- BCM Planning consultant; Jackie Snow, School Board Chair; Jaye Vilchok, Nottingham Fire Department Chief

Public Meeting Opened: 7:10pm

Public Meeting

- Impact Fee Update- Review with Planner, Bruce Mayberry
 - Fees on new housing development due to their impact on the School, the Recreation Department and the Fire Department

Mr. Mayberry briefly reviewed each report and the recent dates for all three reports (Attached). He also referenced a letter addressed to JoAnna Arendarczyk, the Land Use Clerk, dated May 3, 2017 (Attached). This letter is his response to Ms. Andersen’s request for figures on facilities yet to be built as the basis for Impact Fees for Recreation and the School. He also used the same approach with the Fire Department. He stated that there is a tendency to look at new developments creating a need for new facilities, but that is not always so, as some towns have planned for the growth far in advance. In that case the existing facilities are sufficient. Mr. Mayberry was asked if the School Impact Fees could go toward something like a backup generator or solar energy for the school (emergency shelter) even though the school is an existing structure. He suggested holding the money for a capacity improvement project and if the Impact Fees are not used for something such as an addition or modular at the six (6) year mark then put it toward a need like a generator.

Ms. Snow stated that she was under the impression that Impact Fee funds could not be used on the existing facility, it has to be used on new projects only.

Mr. Chairman suggested the School Board check with their attorney to be clear as there are definite impacts on the current facility due to more students coming in.

NH RSA 674:2(a) was referred to as an outline for the basis on what the Impact Fees could be put toward.

Ms. Snow stated that the School Board does believe the school is at capacity. Recently the Board had taken a look at the space available in the school and made changes to accommodate the needs and utilize the space more efficiently.

Mr. Colby reviewed the first impact fees scheduled to expire; there are three (3) with expiration dates in March, July and November of 2018- a total of \$12,669.00.

Ms. Snow stated that there are plans to use the fees toward studies on proposed addition for full day Kindergarten and allow space for subjects like foreign languages.

Mr. Mayberry was asked if it is possible to use the same fee structure for multiple departments. His response was that it is possible; however it needs to be proportionate to the modification.

It was noted in the May memo Mr. Mayberry stated that the average fee for a home for the school portion is \$216 which may not be worth administering in such a small amount. Mr. Mayberry was asked what the “breaking point would be?” He replied that it depended on what the Town decides regarding the addition to the school. If that fee is charged and the addition wasn’t built then that fee would need to be returned.

For the Nottingham Planning Board
JoAnna Arendarczyk, Land Use Clerk

The Board was made aware that the fees can be adjusted annually as well. This allows for changes to be made depending on the plans for each department.

The Board agreed to discuss the options at the following meeting.

Mr. Colby stated that staff would create a spreadsheet with the options more condensed and email it to the Board prior to the next meeting.

Public Meeting Closed: 7:54pm

Board of Selectmen and Staff/ Board Members Update

Board of Selectman Update by Mr. Dumas:

Due to the current Ten (10) Year Road Plan nearing an end, the Board of Selectmen are re-evaluating the Town road conditions and needs. Adding to this is the need to hire a new Road Agent as the current Road Agent is retiring this fall. Topics at the recent meeting included:

- Possibility splitting the Road Agent position: 1. Administrative Role 2. Operational Role
- Road conditions- most are in good shape, but there are a few roads a concern.
- What to do to improve roads that have unintentionally become thru ways due to new development or used to avoid areas like certain intersections i.e. Cooper Hill Road , Ledge Farm Road and Poor Farm Road
- Outlining the work to be done:
 - Impact of people driving on the roads
 - First Responders
 - Drainage issues
 - Condition of the base
 - Engineering options
- Pros and Cons of paving the roads:
 - Would reduce the dust issue
 - Could lead to increased speed issues

Roads Subcommittee Update by Mr. Grotenhuis:

The Subcommittee looked at the Master Plan action items. They noted some items have been implemented and some are not valid action items anymore. The committee will continue to review those items at their next meeting. One discussion point was community connections and how people would get from point A to point B, not just via roads but also other modes of transportation such as biking and walking. They are looking at signage and safety methods that could be implemented in the near future by approaching the state for DOT signage on 156 and 152 to increase bicycle safety. Their next meeting date is yet to be determined.

Nottingham Conservation Commission Update by Mrs. Mooney:

Mrs. Mooney gave an overview of her experience at the OEP Spring Conference in Concord, also attended by Mrs. Bascom and Mrs. Arendarczyk. During the session on the new ADU law she learned of a concern for these ‘apartments’ being used for AirBnB. She recommended the Board consider looking at putting a minimum on renting time in the ordinance as well. The Conservation Commission, with extra help from Kirsten Lamb acquired Turtle Crossing signs. The Highway Department put up the signs on several roads that are common travel areas for the turtles.

Tuesday May16th the Conservation Commission held a special meeting to address concerns found at Shea Concrete. A letter was drafted and sent to DES along with photos from the Site Walk. (Original copy is in file)

Strafford Regional Planning Commission Update by Mr. Anderson:

For the Nottingham Planning Board
JoAnna Arendarczyk, Land Use Clerk

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The Route 152/ Route 4 intersection is at the top of the list sent to the state. The determination as to what projects are approved should be made by October.

The annual meeting on Thursday June 22nd will be discussing historic research.

Mr. Clough-

Made a Suggestion based on his reflections from the recent Select Board meeting. He suggested the Planning Board implement an action plan regarding the impacts on nearby roads due to new developments. He suggested asking the State to look at the travel on the major roads that lead to the driver's decision to take a dirt road versus a state road.

Mr. Davies-

Made a suggestion to look at other safety enhancement methods, such as speed bumps/tables. To decrease the speed and potentially discourage the increased use of the roads that were not originally designed as a through way.

Office Update by Mr. Colby:

The Zoning Board of Adjustment approved two (2) cases which will lead to (2) potential new subdivisions.

Possibly three (3) Commercial ventures to come before the Board in the future as well.

Public Comment

No comments

Minutes

Tabled

Adjourn

Motion Made by: Mrs. Bascom

Seconded by: Mrs. Mooney

Vote: 7-0-0 **Motion Passed**

Adjourned at: 8:21 pm

Attachments:

- Fire Department update dated December 15, 2016
- Recreation Department update dated January 27, 2017
- School update dated December 28, 2017
- May 3, 2017 Letter to JoAnna Arendarczyk from Bruce C. Mayberry