

Nottingham Planning Board  
February 11, 2015

**Accepted:** 3-25-2015

**Members Present:** Arthur Stockus, Chairman; Eduard Viel, Vice-Chairman; Mary Bonser, BOS Rep; Dirk Grotenhuis, SRPC Rep; Susan Mooney, Secretary; Gary Anderson, Alternate; Robert “Buzz” Davies, Alternate

**Members Absent:** Charlene Andersen; John Morin, CIP Rep; Teresa Bascom, Alternate

**Others Present:** Paul Colby, Code Administrator; JoAnna Arendarczyk, Land Use Clerk; Owen Friend-Gray, Applicant

**Alternates seated and voting:**

- Mr. Anderson for Ms. Andersen
- Mr. Davies for Mr. Morin

**Call to Order at: 7:00PM**

7:02 Mr. Davies arrived

7:04 Mr. Friend-Gray arrived to represent himself in the Conceptual Subdivision hearing

**Public Hearing**

**Conceptual Subdivision- Friend-Gray**

- Mr. Colby put the sketched plan on the screen

Mr. Friend-Gray gave the Board an explanation of the prior steps he’s taken before coming to the Board the options of a land swap with the Conservation land as well as upgrading French Road and found both to be impractical.

He explained the current proposal to do a Lot Line Adjustment (LLA) combined with a back lot Subdivision and submitted a few drawings showing the proposal.

During the discussion of his proposal the question was raised; by doing the LLA does it change the date on the lot of record that the backlot subdivision would be on.

Further discussion brought forth two options to go forward with to the Zoning Board of Adjustment (ZBA):

1. Request from the ZBA relief from the requirement of the Lot of Record being created prior to 1993
2. Relief from the minimum 6 acres requirement for back lot subdivision

The Board’s consensus was for option #1 and they agreed that they will support either plan provided the ZBA grants the Variance. They advised Mr. Friend-Gray to work with staff on his application to the ZBA.

**Subdivision Regulation Update Subcommittee- Goals Setting**

- Two Nottingham citizens signed up to participate on the Subcommittee
- The Board agreed to send the Land Use Clerk a list of goals for the committee
- One member suggested to set a timeline of the sections to be worked on

**Discuss canceling February 25, 2015 meeting**

- There are no cases scheduled for the 25<sup>th</sup> meeting date
- Suggest the Planning Board cancel the meeting
  - The Subdivision Regulation Update Subcommittee plan to meet then

**Motion made by:** Mrs. Mooney to cancel the February 25, 2015 meeting

**Seconded by:** Mr. Anderson

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

The Board discussed canceling the next posted meeting as well if no applications come in by the application deadline of February 24<sup>th</sup>. The following scheduled meeting is March 18<sup>th</sup>- Election of Officer’s meeting.

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**Alternate's seating- By-Laws review:**

Mr. Colby publically cleared up a rumor regarding the seating and participation of the alternates.

The Board agreed to continue the current practice allowing non-seated alternates full participation in hearings and discussions and for the placement for Non- Seated Alternates in a designated non-voting area. The current arrangement will be reflected in a new section of the Planning Board By-Laws and Rules of Procedure.

The Board reviewed the following suggested language for the new section:

5. At planning board meetings, alternates who are not activated to fill the seat of an absent or recused member or who have not been appointed by the chair to temporarily fill the unexpired term of a vacancy, may participate with the board in a limited capacity. During a public hearing, alternates may sit at the table with the regular members and may view documents, listen to testimony, and actively participate and interact with other board members, the applicant, abutters and the public. However, they shall not be allowed to make or second motions and shall not participate in any way during the deliberations by the board. Upon the close of the public hearing, alternates must remove themselves from the table and sit with other members of the public unless they are sitting in place of another member. During work sessions or portions of meetings that do not include a public hearing, alternates may fully participate, exclusive of any motions or votes that may be made. At all times, the chair shall fully inform the public of the status of any alternate present and identify the member who shall be voting on the application.

The Board agreed to the following edits (bold is new language)

5. At planning board meetings, alternates who are not activated to fill the seat of an absent or recused member or who have not been appointed by the chair to temporarily fill the unexpired term of a vacancy, may participate with the board in a limited capacity. During a public hearing, alternates may sit at the table with the regular members and may view documents, listen to testimony, and actively participate and interact with other board members, the applicant, abutters and the public. However, they shall not be allowed to make, second **or vote upon** motions. ~~And shall not participate in any way during the deliberations by the board. Upon the close of the public hearing, alternates must remove themselves from the table and sit with other members of the public unless they are sitting in place of another member.~~ During work sessions or portions of meetings that do not include a public hearing, alternates may fully participate, exclusive of any motions or votes that may be made. At all times, the chair shall fully inform the public of the status of any alternate present and identify the member who shall be voting on the application.

This will be in Article X new section 4 of the Planning Board By-Laws and Rules of Procedure.

It was also suggested to move *Consideration of Minutes* to the end of the list in Article X- Conduct of Business Section 1.B so it will read:

|   |
|---|
| <b>ARTICLE X - CONDUCT OF BUSINESS</b>                                      |
| SECTION 1 – The order of business at meetings/hearings shall be as follows: |
| <b>A. Call to order by the Chairman/Acting Chairman</b>                     |
| <b>B. Public meetings/hearings and/or proposed projects</b>                 |

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- C. Reports from Planning Board Agents, advisors, and or committees**
- D. Old business**
- E. New business**
- F. Correspondence**
- G. Consideration of the minutes**
- H. Adjournment**

**Board of Selectman Update:**

- There have been discussions with the Conservation Commission regarding potential new conservation easements
- The 2015 Town Report is being finalized

**Staff/ Board Members Update:**

- No new cases
- Update on the White's Subdivision- waiting on DOT- driveway permits
- Some members attended the public meeting held by the Strafford Regional Planning Commission held earlier today. Goals of this meeting were to discuss the Regional Transportation Ten Year Plan. Some discussion items included:
  - Assuring maintenance of bridges in Nottingham
  - Intersections of concern
    - Rt 152 at Rt 4
    - Rt 156 at Rt 152
  - Aging Populations and the need for regional transportation
  - A survey will be forwarded to the Board members for feedback on the ranking of overall issues

**Minutes:**

January 28<sup>th</sup> 2015

**Motion made by:** Mrs. Bonser as amended

**Seconded by:** Mr. Viel

**Vote:** 5-0-2 **Motion Passed**

**Adjournment**

**Motion made by:** Mrs. Mooney to adjourn

**Seconded by:** Mr. Viel

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

**Adjourned at:** 8:14PM

Respectfully submitted,

JoAnna Arendarczyk

Land Use Clerk