

PLANNING BOARD
DEERFIELD, NEW HAMPSHIRE
JANUARY 13, 2010

MINUTES OF MEETING

PRESENT: Board members Fred McGarry, Kate Hartnett, Walter Hooker, Fran Menard, William Perron. Also present Planning Consultant Gerald Coogan and secretary Jane Boucher.

7PM Chair Fred McGarry called the meeting to order.

7PM PUBLIC HEARING PROPOSED AMENDMENTS TO ZONING

Chair McGarry read the Notice of Public Hearing by which the Board is proposing three zoning amendments relating to workforce housing and are intended to bring the Town into compliance with NHRSA 674:58-62 Workforce Housing Opportunities. A copy of the Notice of Public Hearing is attached to these minutes.

Peter Menard, a member of the Workforce Housing Committee, was present. Mr. Menard noted that the committee had met with 50 people from the school and 5 people at the American Legion.

The following changes were made to the proposed amendments: Proposed Workforce Housing Option for OSD. Change introduction to read "In Article III, General Provisions replace current Section 325, Open Space Development, with this revised Section that adds a Workforce Housing Option."

Proposed Multifamily Workforce Housing Overlay District. Change introduction to read "In Article III, General Provisions, add the following new section."

311.6 Other C. Correct last sentence to read "The maximum number of workforce housing units allowed for any one development shall be determined by subtracting the existing number of workforce housing units from the maximum number of workforce units allowed within the Town."

Walter Hooker moved and William Perron seconded to close the public hearing.
Voted in favor.

Since no substantive changes were made, it was agreed to post notice cancelling the Public Hearing on January 19, 2010. Walter Hooker moved and Fran Menard seconded to present the proposed amendments to the voters at the March Town Meeting.
Voted in favor.

APPROVAL OF MANIFEST

William Perron moved to approve the manifest in the amount of \$90.00 and two time sheets for Jane Boucher. Fran Menard

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seconded. (KNA \$90.00 DeFranzo; time sheets 12-10/12-23 18 1/2 hours; 12-24/1-6 10 hours.) Voted in favor.

APPROVAL OF MINUTES

William Perron moved and Fran Menard seconded to approve the minutes of December 2, 2009; The following corrections were made to the minutes:

Page 2 Paragraph 4: Correct to read: "Ms Foss said that they had worked with Fish and Game to Develop a scientific model to identify where the likeliest places are for animals to move through."

Page 3: First sentence: Correct to read "...discourage large scale development."

Chair McGarry called for a vote on the motion. Voted in favor with Walter Hooker abstaining.

William Perron moved and Fran Menard seconded to approve the minutes of December 17, 2009. The following correction was made to the minutes.

Page 3 Paragraph 6: Correct to read "....of the Design Standards it finds that....."

Chair McGarry called for a vote on the motion. Motion carries with Kate Hartnett abstaining.

ORGANIZATION- PLANNING BOARD RECORDS

Gerald Coogan provided a memo noting that the Board should discuss a plan/procedure for organization of records. He advised that Cindy Heon said that Judy Marshall, a part time employee, may be available to assist the Board.

Mr. Coogan noted that:

. It appears that the requirements of NH RSA 33 a are minimal. In addition to the requirements of 33-a, the Board should retain the important components of project files as experience tells us that many years after PB approval, an attorney, a prospective purchaser or other interest party may want to review prior records.

. We have older non project maps of the Town which can be discarded since many or all the maps are now in an electronic GIS format.

. Suggest that all approved plans be filed in a flat map file by Tax Map and number.

. The Board has a catalog of all approved plans by name; this could be cross referenced by Tax Map and Lot number and the name of the applicant.

. We should review older federal, state, UNH, regional and local reports and determine which ones are worthy of retention.

. When there is a question we should retain the particular map

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or file.

Mr. Coogan said that he and a Planning Board member can work with Judy Marshall for a few hours initially so that she understands the Board's expectations. Mr. Coogan added that this process will take a great deal of time.

Board members agreed with Mr. Coogan's approach to organizing files and suggested that he contact Attorney Raymond for his opinion on what should be retained.

7:45 JEANNE MENARD

Jeanne Menard explained that she had hoped to attend the public hearing, but was not able to do so. She said she had spoken with Amy Lockwood, who was very familiar with Workforce Housing, and had reviewed the proposed amendments. Ms. Lockwood felt the the Town should not be micro-managing and these proposed amendments clearly do that.

According to Ms. Menard, Ms. Lockwood felt strongly that no developer would agree to the level of risk as identified in the chart shown in 325.4 Standards and Conditions. B. 2.

Gerald Coogan noted that this was innovative zoning and the Planning Board has the flexibility of granting waivers. He added that any portion of the proposed zoning can be waived.

Fran Menard felt that it is important that the Town approve the proposed amendments and things can be changed in the future.

Jeanne Menard realized that the Board has spent a great deal of time to develop the proposed amendments but felt that this information should be brought to them.

Board members agreed and thanked Jeanne Menard and Amy Lockwood for the input.

OTHER BUSINESS

Gerald Coogan advised that Jack Munn has requested the SWOT Analysis noting the the next public workshop is scheduled for January 25. Board members agreed that Gerald Coogan complete the analysis.

Mr. Coogan also provided a log of time for 2009 noting that although it is slow, it is important that there is time to work on updating Subdivision and Site Plan Regulations.

The meeting was adjourned at 8:45PM.

Recorded and transcribed by Jane Boucher
Pending Approval by the Planning Board

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**Legal Notice
Public Hearing
Town of Deerfield Proposed 2010 Zoning Amendments**

**Wednesday January 13, 2010 at 7:00 PM and
Tuesday January 19, 2010 at 7:00 PM
George B. White Town Office Building,
8 Raymond Road, Deerfield, NH**

The Deerfield Planning Board will conduct two public hearing to discuss proposed zoning amendments to the Town of Deerfield's Zoning Ordinance on Wednesday January 13, 2010 at 7:00 PM and on Tuesday January 19, 2009 at 7:00 PM (if needed) at the George B. White Town Office Building, 8 Raymond Road (NH Route 107) Deerfield. The following three proposed zoning amendments relate to workforce housing and are intended to bring the Town into compliance with NH RSA 674:58 – 62, Workforce Housing Opportunities.

Zoning Amendment # 1:

The amendment modifies existing **Section 310 Multifamily Dwelling** by allowing the conversion of single family residential buildings in existence prior to March 30, 2010 to multifamily dwellings. The maximum number of dwelling units allowed in a building will be determined by the combination of units such that no individual one-bedroom unit is less than 350 square feet, an individual two-bedroom unit no less than 750 square feet, and where there are more than four (4) dwelling units in the conversion, fifty (50) percent or more shall be two-bedroom units. Any units with more than two (2) bedrooms shall increase the size of the unit by no less than 150 square feet for each additional bedroom. The proposed amendment includes additional limitations and requirements among other items. The intent of this amendment is to provide for workforce opportunities in conformance with NH RSA 674:58 – 62.

Zoning Amendment # 2:

This amendment adds a new **Section 311 Multifamily Workforce Housing** by permitting multifamily buildings, multifamily workforce housing and accessory buildings in an eligible area within 0.5 miles of the Deerfield Town Hall, provided that other provisions of this section are met and that the Board grants a Conditional Use Permit (CUP) for the proposed residential development. The amendment includes Design Standards and Requirements and an affordability requirement among other items. The amendment also restricts the maximum number of multifamily workforce housing units to 5% of the total housing stock. The intent of this amendment is to provide for workforce opportunities in conformance with NH RSA 674:58 – 62.

Zoning Amendment # 3:

The amendment provides for a workforce housing option in the existing **Section 325 Open Space Development** by stating the purpose and objectives, defining terms, allowing for increased density for eligible workforce housing units and including additional criteria for a workforce housing Open Space Development such as an affordability requirement among other items. The area eligible for this provision is 2.5 miles from the Deerfield Town Hall, which includes approximately 51% of the land area in the Town of Deerfield. The intent of this amendment is to provide for workforce opportunities in conformance with NH RSA 674:58 – 62. Section 325 continues to allow for a non-workforce housing Open Space Development option.

A complete text of each proposed zoning amendment is available at the Town Clerk's Office, Town of Deerfield during normal business hours. Complete copies of the text will be available at the public hearing.