

# Westmoreland Planning Board

## December 4<sup>th</sup> 2013

### Approved minutes

#### ❖ **Call to Order, Seating Members**

Present: Lauren Bressett, Dawn Lincoln, Jim Starkey, Steve Houle, June Hammond. Excused: Bruce Smith.

❖ Lauren Bressett called the meeting to order at 6:30 pm

#### ❖ **Public hearing for proposed changes to building and zoning ordinances.**

Bill & Judy Rancourt were in attendance.

Lauren Bressett read aloud the proposed changes explaining why the board was proposing the changes.

Jim Starkey suggested adding wording below (bold italicized underlined) and all board members agreed.

Section 2:06 foundations

Accessory buildings ***, porches, decks and/or similar structures*** may be set on brick, stone, concrete piers, or pressure-treated ~~[ereosote]~~ posts, ~~[set 4' below ground level]~~ ***extending at least four feet below the ground level,*** ~~[completely]~~ enclosed to prevent leaves and other debris from collecting under the building. A concrete slab, ~~designed by a registered engineer and approved by the Building Inspector,~~ shall also be acceptable.

Lauren Bressett asked if anyone had any questions.

Bill Rancourt questioned temporary structures, Lauren Bressett informed him a temporary structure would be for 270 days or less and it would not need a permit. If you are putting up a structure intending for it to be a permanent building that would need a building permit and this includes the membrane structures, the board feels they need to go through the building inspector for a permit to make sure they understand to follow the zoning setback rules. If these changes are passed by the town, then that is the date they would be effective, they will not take effect until then.

Board members also decided to fix a typo under commercial C/I table 502, there is no rear setback listed which should also be 20 feet.

Lauren Bressett closed the public hearing at 6:55 pm and informed the board that because one of the changes was not minor there should be another public hearing. The board decided to do that at their January meeting.

#### ❖ **2014 Budget**

Board members worked on the 2014 budget as the budget committee requested it to be in prior to our next meeting.

Salaries \$1300 - a slight addition to allow for anticipated multiple hearings related to upcoming applications

Maps \$300 - this was put in for benefit of Master Plan Committee who wasn't far enough along last year to determine if maps would be needed

Printing \$500 - we anticipate the master plan draft will be ready next year and copies for hearings will be needed  
Noticing \$400 The budget ran into a \$119 deficit on this item. The board increased it slightly but noted that Planning Board fees reimburse the cost of our noticing, the status of Zoning Board fees regarding this was not known.  
Supplies \$200 Kept this the same as last year  
Postage \$200 Kept this the same as last year  
Total \$2900

Lauren Bressett questioned the board if they felt the town should be a member of Southwest Regional Planning Commission this year, it was not last year. Lauren Bressett stated that SWRPC had told her that most towns put it in the general budget. The 2014 cost would be \$1902. She informed the board of items SWRPC helps towns with including research, recommendations on rules of procedure and other references, review of ordinances, help with grant writing, emergency management planning, maps, etc. Much discussion ensued. Jim Starkey stated he felt it should be a warrant article on whether the town should be a member of SWRPC and if it could not be done that way it should go into the general budget, not just the planning board's budget, because other boards use the service. Lauren Bressett asked for each member's opinion if they felt the service was need, Lauren, Steve, June yes. Jim, Dawn no. Dawn Lincoln and Jim Starkey both agreed that if the town was to use the service it should be either by warrant article first or general budget second choice.

Alison Fissette asked if there was money enough to purchase a new recorder which would have a way to download the audio files, the current one is digital but has no output and we have had requests for audio copies of our last meeting and it is a challenge to do so. She would like the board to purchase one that has the capabilities of transferring the file to create a CD in the future. Board members felt she should make the purchase. The Board also recommended she purchase stamps this year since she is running low.

Jim Starkey made a motion to approve the proposed budget of \$2900, which does not include SWRPC fee, second by June Hammond, motion passed unanimously.

Jim Starkey had talked with Gary Hudson and NH DOT in regards to their suggestions to the Conservation Commissions proposed steep slope ordinance and made a visual display to show board members what a 15 percent grade would be if they decided to reconsider a steep slope ordinance recommended by the Conservation Commission which includes no more than 15 percent grade. Lauren Bressett stated she would let the Conservation Commission know that the board feels this is not an ordinance issue, but rather could be a guide line for the road agent to use.

Lauren Bressett informed board members that Laurie Burt has resigned as a member and is now an alternate on the Planning Board and if any members had recommendations to replace her, June Hammond suggested maybe David Hansel who is an alternate now would like to be the member. Lauren Bressett stated she would check with David Hansel to see if he is interested in becoming the member. All we can do is make recommendations to the Select Board.

Dawn Lincoln made a motion to adjourn, Steve Houle second, motion passed.

Meeting adjourned at 7:50 pm

Respectfully submitted  
Alison Fissette  
Planning Board Clerk