

PLANNING BOARD MINUTES

July 18, 2007

ROLL CALL:

Ruth-Ellen Post, Chairman – Present	Ross McLeod, Vice Chairman – Excused
Nancy Prendergast, Secretary – Excused	Walter Kolodziej, Regular Member – Present
Phil LoChiatto, Regular Member – Present	Pam Skinner, Regular Member – Present
Neelima Gogumalla, Alternate – Excused	Rick Okerman, Alternate – Excused
Alan Carpenter, Selectmen Member – Excused	Margaret Crisler, Selectmen Alternate – Present

STAFF:

Al Turner, Director of Planning and Development – Present
Shaun Logue, Town Planner – Present

- *Ms. Post opened the meeting at 7:00 pm.*
- *The Board stood and recited the Pledge of Allegiance.*
- *The Board had a moment of silence in remembrance of Windham police officer Mark Knight.*

CORRESPONDENCE:

- Memo from the Board of Selectmen requesting Planning Board input for the possible sale of town owned lots 16-P-510 and 520 on Fourth Street. This was tabled to August 8.

LIAISON REPORTS:

- Mrs. Crisler, Selectmen Alternate, discussed the CTAP Committee meeting. The audit report has been completed and Windham has one of the lowest debt percentages at 8%.

OLD/NEW BUSINESS:

- Ms. Post distributed and discussed information from the NH DRED meeting;
- Ms. Post requested and was granted an extension for the Regional Planning Survey and was looking for input from Board members;
- The Board of Selectmen has scheduled a public hearing for the 4-way stop signs for Faith Road.

PUBLIC MATTERS:

Site Plan and Subdivision Regulations – Public Hearing

The Board discussed the potential amendments to the Site Plan Regulations. Mr. LoChiatto motioned to open Site Plan and Subdivision Control Regulations for public hearing. Ms. Skinner seconded. Passed 5-0.

Mr. LoChiatto motioned to approve the Site Plan Regulations with the following amendments: 1) Under Section 904.1 after the 24 month of the date of approval strike the word approval and insert issuance of site work permit; 2) Under Section 1105 change word after Planning Board agent shall certify; 3) Under Section 1105.1 remove strike on title exception; and 4) Staff will rearrange signature page signifying tenure. Mr. Kolodziej seconded. Passed 5-0.

The Board discussed the potential amendments to the Subdivision Regulations.

Mr. LoChiatto motioned to approve the Subdivision Control Regulations with the following conditions: 1) Section 302.29 add word in first sentence high risk are as defined by FEMA; 2) Section 402.1.5 second line after applicant which are beyond and striking the words conceptual and following general discussion which may adding (which); 3) Section 4.3.2 remove all strikes and additions leaving (as is);

4) Section 403.3 taking off strike 403.2 and striking building and planning permit outline; 5) Section 403.4 following the board shall vote to accept as complete or reject as incomplete; 6) Section 601.1 the last sentence shall read the Planning Board may require off site improvements to down stream drainage to handle changed or increased drainage flow caused by new subdivision. Rest of proposed changes are stricken; 7) Section 902.3.2 remove strike and additions and keep as previously written; and 8) Rearrange signatory page. Mr. Kolodziej seconded. Passed 5-0.

CIP Applicant Update – Discussion

The Board discussed that there were three applicants for the citizen position of the Capital Improvements Committee, and interviews will be on August 1 at 7:00 pm.

Mr. Kolodziej motioned to adjourn. Mr. LoChiatto seconded. Passed 5-0. Meeting adjourned at 9:25 pm.

These minutes are in draft form and have not yet been reviewed and approved.
Respectfully submitted, Nancy Charland