

Planning Board
Town of Greenfield
Preliminary Meeting Minutes
Recorded by Kathleen Carpenter
September 24, 2018

Members Attending: Angelique Moon, Robert Marshall, Ken Paulsen, AWood, Kat Carpenter

Public Attending: Sean Higgins

Meeting Opened: AMoon called the meeting to order at 6:30 PM.

KPaulsen will be a voting member tonight.

Mail: 2018 Budget Memo from the Town Office

NH OSI Annual Survey of Municipal Land Use Regulations

Request for project review by NH Division of Historical Resources for CMRC

State of NH Office of Strategic Initiatives filled by CPS for PB Review

Request for project review by NH Division of Historical Resources for Blanchette

Emergency Wetlands Application to replace culvert at Dunklee Hill Rd (referred to Aaron)

Notice back from NH DES of receipt of permit for Dunklee Hill Rd (Referred to Aaron)

Old Business:

MP Action Planning: BMarshall shared the Master Plan Action excel spreadsheet with the Selectboard. It seemed like a complicated format, too much verbiage. Need to get some of the language out. Board discusses reformatting options. KCarpenter suggest we work the Action Planning reporting similar to CIP and have PB member assigned to a Department and do an interview. This should begin around Sept. KCarpenter suggests individual Action Worksheets. AWood suggests just grouping by department and presenting it to the departments individually. ***ACTION>> KCarpenter will come up with an Action Planning Form that is similar to CIP and present to the PB next meeting.***

New Business:

PB Budget: AMoon discussed the Budget Memo received from the town office.

RWachenfeld arrives at 7:05pm.

AMoon discussed expenses for 2018 and the PB works through budget plan for 2019. The PB discussed the need for a laptop for the PB since Janice took the one she was using with her. ***ACTION>> AMoon will check with CShaw or APatt on laptop asset management.*** The PB discussed the expenses involved in Master Planning. KPaulsen asked about the 2003 Master Plan and how that was completed.

Minutes from September 10, 2018: AWood read the minutes. There were no corrections. KCarpenter moved to accept the minutes as written. AMoon seconded. There was no discussion. All were in favor, the motion passes and the minutes are accepted.

KPaulsen asked for an update as to what happened during the PCC. The members that were present provided a summary. The PB referenced MBorden's email and his meeting with John Wheeler on 9/10/18 and is asking for a site plan review meeting with the board. RWachenfeld will contact JWheeler to discuss completeness of the site plan *ACTION>> AMoon will consult with MByrnes regarding grandfathering and whether the change from a 3-family to 4-family would be grandfathered with the previous exception.* AMoon referenced the Zoning Ordinance Section VI. Non-Conforming Buildings or Land. BMarshall would like to ask MBorden if this is what prefaced his decision. *ACTION>> RWachenfeld will schedule to have MBorden come to the PB to discuss this further.*

BMarshall asked if Appendices needed to be added to the newly printed zoning ordinance (revised 3/13/18). The PB determined that there are no appendices in the Zoning Ordinance but needs to review the Master Plan and Sub Division Ordinance. BMarshall is referencing where the Character-Defining Features of the Village District document should go. AMoon found the document on the Town website. BMarshall suggests the document be attached to the site review process as an appendix.

ACTION>> RWachenfeld will contact JWheeler to ensure the Site Plan Review Application for 8 Slip Rd is complete so that it can be submitted and scheduled/noticed.

AirBnB Discussion: The PB members presented information they have gathered regarding AirBnB versus Bed and Breakfast. AMoon read the Zoning Ordinance Section II. Definition, definition C: Bed and Breakfasts. BMarshall and AWood discuss that there is restriction when income is exchanged. The PB agreed that this requires more research.

AWood moved the meeting be adjourned. AMoon seconded. There was no discussion. 5-yay, 1-nay. The motion passes. The meeting adjourned at 9:10pm.

Recap of Action Items for Next Meeting:

ACTION>> KCarpenter will come up with an Action Planning Form that is similar to CIP and present to the PB next meeting.

ACTION>> AMoon will check with CShaw or APatt on laptop asset management.

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ACTION>> AMoon will consult with MByrnes regarding grandfathering and whether the change from a 3-family to 4-family would be grandfathered with the previous exception.

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