**Planning Board**

Town of Greenfield

Approved Meeting Minutes

Recorded by Janice Pack

May 22, 2017

**Members Attending**: Paul Renaud, Ken Paulsen, Robert Marshall, Angelique Moon, Kathy Carpenter

Andre Wood (arrived at 6:10 after Minutes were read)

**Meeting Opened:** The meeting was called to order by PRenaud at 6:00 PM.

**Minutes**: The Minutes from the meeting of May 8, 2017 were read by PRenaud. A few changes were made:

Line 28: Add “PRenaud will cover Admin” after “Recycling Center.”

Line 37: Change “SWRCP” to “SWRPC”.

Line 52: Replace “subdivision in 2014” with “community planning grant in 2013”.

KCarpenter motioned to accept the minutes as amended. AMoon seconded and all were in favor. Motion passed. (5-0)

**Mail**

SWRPC Commission Spring Conference invite

**Old Business**

Update on Allrose Farm: PRenaud spoke to Michele Perron, who said her first event will be held on July 29th. She has 8 events scheduled which appear to be large scale, but she is not ready to come back in before the Board yet. She is working with Mike Borden, and will hopefully be ready to come to our meeting on June 26th.

**Master Plan – Future Land Use Chapter final draft; review and amend Natural Features Chapter**

The latest floodplain update was done in 2009, not 2015, so that will need to be changed.

Watercourses: The wetlands south of Zephyr Lake do flow into Zephyr Lake. Stony Brook which is part of the Souhegan Water Shed, does have a very small part near the water shed which is actually in Greenfield. Otter Brook runs south and west from Otter Lake into the Contoocook River in Peterborough. The outlook of Zephyr Lake flows southwest and meets Otter Brook. The Board discussed how to word this in the Natural Features Chapter.

At last week’s Economic Development Advisory Committee meeting, PRenaud read the Energy Chapter Implementation to the Committee and the members present felt that Objective 3, Strategy 3, was not directly related to EDAC. If there was an Energy Committee, the implementation would be better suited for them.

PRenaud will be speaking with Lisa Murphy tomorrow. He asked if he should have SWRPC do Section 3; we did Section 2 ourselves. RMarshall said PRenaud should send the work we had done to LMurphy and have her put the Chapter together.

Regarding appendices, PRenaud read the paragraph he had added to explain that the appendices were supplementary information. He asked if the Board would like to add an Index Page, and all agreed that would be a good idea.

RMarshall wanted to change the title “Hengen Report” to “Character Defining Features of the Business District and Center Village District of Greenfield”.

PRenaud asked how to best advise those called out in the implementation section. RMarshall felt we needed to be more inclusive. If we expect action from particular people and groups, we need to make them a part of it. AWood said we should include them, and perhaps send them a copy of the draft and invite them to meet with us. Our goal is not only to get a better document, but to get people to act on it. AMoon suggested we give them the opportunity to attend the public hearing, or to just send a statement that could be read into the minutes with any feedback and suggestions. Additionally, all affected parties shall be provided with the opportunity for informal feedback prior to the Public Hearing. We could ask for replies by June 26th, and schedule the Public Hearing for July 24, 2017.

PRenaud asked for suggestions on format of the implementation section, and tracking. RMarshall suggested a “report card” that would allow us to see how we’re doing. AMoon said we could include a template in the Appendix section.

RMarshall said that he had been involved in Master Plan updates twice. He said he has learned that spreading out the Master Plan updates over five years may minimize the impact budget-wise, but also weakens the result. The members of the Planning Board tend to change over the years, as do priorities, and perhaps this process needs to be done differently.

**Sign Ordinance**

PRenaud referred to the notice he had received from the NH Municipal Association, and then read the current sign ordinance, which only regulates commercial signs. While we can restrict certain things, like size and location, we cannot discriminate with regard to content. The current ordinance should be reviewed by legal counsel. We need to ask “is the fact that we do not address noncommercial signs a problem?” PRenaud will also ask if a sign for a home-based business would be a commercial sign. On permitting, if we ask for a permit for a commercial sign but not a temporary sign, is that discrimination? Are we allowed to have different rules for different districts, or is that discrimination?

**Alternative Subdivisions**

With our open space subdivisions, we require common land, open space, and cluster housing. There has to be a tradeoff to relax the regulations. It requires a conservation restriction, but there doesn’t have to be a conservation easement. RMarshall says the definition of Open Space has changed. While there were restrictions as to what you could do, they would be governed by the Homeowners Association.

The issues are:

There is an improper definition of Open Space.

The wells and the septic consolidation require a tradeoff.

Conservation and Land Management Enforcement

What is the liability of the Town?

Is it a problem for the homeowners’ association to also hold the easement?

The Board decided to try and determine a goal, a clear definition of what they wanted, and then try and work backwards to determine how to achieve it. Currently Cameron’s Way is the only Open Space Subdivision in town, and it looks like a regular subdivision. There was discussion on how to do this and RMarshall suggested that the Board invite someone in, perhaps Carol Ogilvie, to speak with us and point us in the right direction. KCarpenter said that a number of towns have open space ordinances that we should research; RMarshall felt that was very different than what we were trying to do but suggested that perhaps Sheldon Pennoyer, an open space ordinance consultant, come in and speak to us.

After much discussion, it was agreed that we are currently saddled with an ordinance that we feel is problematic. PRenaud said he would contact COgilvie to help us identify what it is we want to do in our town.

AWood moved to adjourn the meeting, and AMoon seconded. All were in favor.

**The meeting adjourned at 9:10 PM.**