



TOWN OF DURHAM

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Community Development

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DURHAM PLANNING BOARD

WORKSHOP

Wednesday, October 28, 2015

Town Council Chambers

7:00 p.m.

AGENDA

Please see the notes at the end

Planning Board members

Andrew Corrow, *Chair*

Bill McGowan, *Vice Chair*

Richard Kelley

Kitty Marple, Council Rep.

Lorne Parnell

Steve Roberts

Peter Wolfe

Barbara Dill, Alternate

Jay Gooze, Council Alternate

Wayne Lewis, Alternate

Michael Behrendt, Town Planner

Victoria Parmele, Minute Taker

- I. **Call to Order**
- II. **Roll Call**
- III. **Seating of Alternates**
- IV. **Approval of Agenda**
- V. **Proposed changes to newly-adopted Site Plan Regulations.** The Planning Board adopted an entirely new set of Site Plan Regulations on September 9. At this meeting, the board will review the numerous public comments made in recent months about these new regulations (prior to their adoption) and other prospective changes to the new regulations. Once the board has a revised document, it will be presented for a public hearing. *Recommended action:* Continued review of proposed changes.
- VI. **Submission Procedures.** Clarification whether all materials for site plan and subdivision applications must be submitted by the three-week application deadline or whether it is acceptable to submit certain materials after the deadline but prior to the application being sent to the Planning Board. *Recommended action:* Clarification of policy and amendment to regulations, if appropriate.
- VII. **Rules of Procedure.** Proposed amendments to the Planning Board Rules of Procedure pursuant to various policies set by the board recently. *Recommended action:* Schedule a public hearing on proposed changes once they are deemed acceptable.
- VIII. **2016 Schedule.** Proposed Planning Board schedule for 2016. *Recommended action:* Adopt the schedule as is or with changes.
- IX. **Other Business**
- X. **Adjournment**

(over)

Please note:

- 1) Public hearings. *The public is welcome to speak at all public hearings.* The Planning Board will not accept public input on agenda items that are not public hearings nor on agenda items (including emails and letters) for which the public hearing has been closed.
- 2) Public comments. It is Planning Board policy to not take public comments on any item that is on this agenda (unless there is a public hearing for that agenda item).
- 3) Submission of information. When any specific document or information is pertinent to a decision which the Planning Board will make at the meeting, the board will consider any items that are not either included in the packet or emailed out on the prior Friday, only at its discretion.
- 4) Recommended actions: Actions recommended by the staff are shown at the end of most items. The Planning Board may or may not take these actions and may take other actions not stated.
- 5) New items of business. Unless approved by a 2/3 vote of the members present, no new item of business shown on the agenda will be taken up after 10:00 p.m.
- 6) Other information. Files on the items above are available for review in the Planning Office from 8:00 a.m. to 5:00 p.m., Monday through Friday. Agendas marked as "Preliminary Agenda," are subject to change. The final agenda will be posted on the Town's website on the Friday prior to the meeting.
- 7) Contacting us. Contact the Planning Department with questions or comments about the items above or any planning-related matters. Call (603) 868-8064 or email kedwards@ci.durham.nh.us (Karen Edwards, Administrative Assistant) or mbehrendt@ci.durham.nh.us (Michael Behrendt, Town Planner).
- 8) Communication aids. Please provide the Town 48-hours notice if special communication aids are needed.
- 9) Next meeting. The next regular Planning Board meeting will be on **November 18, 2015**. The board is holding a special meeting on November 4 but this will be for the review of the Harmony Homes project.