



TOWN OF DURHAM

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Michael Behrendt, Durham Town Planner

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DURHAM PLANNING BOARD

Wednesday, December 12, 2018

Town Council Chambers, Durham Town Hall

7:00 p.m.

AGENDA

Please see the notes at the end

Planning Board members

Paul Rasmussen, *Chair*
Barbara Dill, *Vice Chair*
James Bubar, *Secretary*
William McGowan
Lorne Parnell
Carden Welsh, Town Council Rep.
Michael Lambert, Alternate
Nathaniel Morneault, Alternate
Sally Tobias, Council Alternate

Michael Behrendt, Town Planner
Victoria Parmele, Minute Taker

- I. **Call to Order**
- II. **Roll Call and Seating of Alternates**
- III. **Approval of Agenda**
- IV. **Town Planner's Report**
- V. **Reports from Board Members who serve on Other Committees**
- VI. **Recognition of Bob Brown for his service to the Planning Board**
- VII. **Public Comments** (See note 1 at the bottom)
- VIII. **Review of Minutes** (old):
- IX. **Public Hearing – 215 and 221 Packers Falls Road – Lot Line Adjustment.** Lot line adjustment between 215 Packers Falls Road, Map 17, Lot 13-2 and 221 Packers Falls Road, Map 17, Lot 13-1. Arne, LLC, c/o Ray Donahue, owner of both lots. Scott Boudreau, surveyor. Rural District. *Recommended action:* Final action.
- X. **48 Edgewood Road – 2-Lot Subdivision.** Subdivision of 2.16 acre lot. Geoffrey Lombard and Jane Miller, property owners. Paul Dobberstein, Ambit Engineering, surveyor. Map 1, Lot 16-2. Residence A District. *Recommended action:* Accept as complete, discuss application, schedule a site walk, and schedule a public hearing for January 9, 2019.
- XI. **56 Dover Road – Sign Master Plan.** Sign master plan for up to six commercial tenants. Six signs are proposed including one freestanding pylon-style directory sign. Land Options, LLC, property owner. Sundance Sign Company c/o Chris Mulcahy and Mike Leary, designer. Map 11, Lot 8. *Recommended action:* Discuss application and schedule a public hearing for January 9, 2019.
- XII. **50 Langley Road – Conditional Use.** Conditional use for installation of various structures around an existing cabin within the 125 foot buffer of the Shoreland Protection Overlay District and the 100-foot buffer of the Wetland Conservation Overlay District. First Ranger LLC, property owner. Mike Sievert, MJS Engineering, design engineer. Robbi Woodburn, landscape architect. Map 12, Lot 13-1. Residence Coastal District. *Recommended action:* Discuss application and schedule a public hearing for January 9, 2019.
- XIII. **18 Main Street - Parking Lot.** Site plan and conditional use for proposed 40-space parking lot to be built behind existing 4-unit building. Toomerfs, LLC c/o Peter Murphy, property owner. Mike Sievert, MJS Engineering, engineer. Robbi Woodburn, landscape architect. Map 4, Lot 55. Church Hill District. *Recommended action:* Accept as complete, discuss application, schedule a site walk, and schedule a public hearing for January 9, 2019.

(over)

- XIV. **25 Madbury Road – Changes to the Building.** Site plan for expansion and reconfiguration of building housing Kappa Delta Sorority, minor site changes, and conditional use for expansion of use, exceeding 30 feet in building height, and construction within the Wetland Conservation Overlay District. The square footage will be doubled approximately and one floor will be added. The number of beds will not increase but the bedrooms will be reconfigured. Alpha Sigma House Corporation of Kappa Delta Sorority, owner. Art Guadano, AG Architects, architect. Mike Sievert, MJS Engineering, engineer. Map 2, Lot 12-2. Central Business District. *Recommended action:* Accept as complete, discuss application, schedule a site walk, and schedule a public hearing for January 9, 2019.
- XV. **Parking Section of Zoning Ordinance – Proposed Revisions.** Changes to the existing ordinance proposed by Audrey Cline, Building Official; April Talon, Town Engineer; and Michael Behrendt, Town Planner. *Recommended action:* Schedule a public hearing if draft acceptable.
- XVI. **Solar Energy Systems – Revised Draft.** Proposed amendments to the Zoning Ordinance to accommodate solar energy systems as accessory uses and principal uses. The Planning Board is discussing a revised draft of the ordinance that was presented for a public hearing on September 12, September 26, and October 10 including public comments that were submitted (The public hearing is closed). *Recommended action:* Continue discussion.
- XVII. **Other Business**
- **Discussion whether or not to include a sign-in sheet for public hearings**
- XVIII. **Review of Minutes** (new): July 25, 2018, August 8, 2018, August 22, 2018
- XIX. **Adjournment**

Please note:

- 1) **Public hearings and public comments.** *The public is welcome to speak at all public hearings and during the Public Comments time.* However, the Planning Board will not accept comments at the meeting on agenda items for which a public hearing is expected to be scheduled nor on matters for which the public hearing has been closed. The public may send written or emailed comments on any matters except those for which the public hearing has been closed. Written or emailed comments should be sent to Michael Behrendt, Town Planner, at mbehrendt@ci.durham.nh.us or at the address above.
- 2) **Submission of information.** Emails and letters received from the public that pertain to current Planning Board matters (except when the public hearing has been closed) will be: a) emailed to the Planning Board; b) mailed to the board members if received by the Thursday prior to the meeting, or placed on the table the evening of the meeting, if received later; and c) posted on the Town's website.

Any email, letter, document, or other information that is pertinent to a decision which the Planning Board is expected to make at the upcoming Wednesday meeting, must be received in the Planning Office by the prior Monday at 5:00 p.m. or the board will consider the submitted material only at its discretion (This limitation does not apply to comments made at the actual public hearing).
- 3) **Other information.** Files on the agenda 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 at <http://www.ci.durham.nh.us/>. To see background documents related to specific agenda items, look at the agenda on the website and then click on any green **highlighted** items.
- 4) **Contacting us.** Contact the Planning Department with questions or comments about any planning-related matters. Call (603) 868-8064 or email Michael Behrendt, above, or Karen Edwards, Administrative Assistant, at kedwards@ci.durham.nh.us
- 5) **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.
- 6) **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.
- 7) **Communication aids.** Please provide the Town 48-hours notice if special communication aids are needed.
- 8) **Next meeting.** The next regular Planning Board meeting will be on **January 9, 2019.**