



TOWN OF DURHAM

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Michael Behrendt, Durham Town Planner

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DURHAM PLANNING BOARD

Wednesday, November 13, 2019

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*

Richard Kelley, *Secretary*

James Bubar

William McGowan

Lorne Parnell

Carden Welsh, Council Rep.

Heather Grant, Alternate

Michael Lambert, Alternate

Sally Tobias, Council Alternate

Sarah Wrightsman, 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. **Public Comments**
- VII. **Review of Minutes** (old): September 25, 2019
- VIII. **Lot Line Adjustment – Sullivan Falls Road.** 5, 9, and 11 Sullivan Falls Road. In preparation for sale of vacant lots 10 and 11 to the Nature Conservancy, a portion of those lots which has been encroached upon is being conveyed to the owners of Lot 3. Map 17, Lots 53-10 and 53-11 owned by Richard Lord. Map 17, Lot 53-3 owned by Sandeep and Jessica Sobti. Eric Mitchell, surveyor. Rural District. *Recommended action:* Accept and set public hearing for December 11.
- IX. **Public Hearing - Mill Plaza Redevelopment.** 7 Mill Road. Continued review of formal application for: 1) Site plan and 2) Conditional Use for mixed use redevelopment project and activity within the wetland and shoreland overlay districts. A revised general layout has been submitted for review. Colonial Durham Associates, property owner. Sean McCauley, agent. Joe Persechino, Tighe & Bond, engineer. Ari Pollack, attorney. (Rick Taintor is serving as the Town's Contract Planner.) Central Business District. Map 5, Lot 1-1. *Recommended action:* Discussion of general layout.
- X. **19-21 Main Street – Parking Lot.** Preliminary design review for site plan and conditional use for parking lot on four lots and reconfiguration of the entrance. Three options are presented with variations in layout and the number of spaces. The owner is in discussions with Colonial Durham Associates for a possible parking arrangement for Mill Plaza. Toomerphs, LLC c/o Pete Murphy, property owner. Mike Sievert, engineer. Map 5, Lots 1-9, 1-10, 1-15, and 1-16. Church Hill District. *Recommended action:* Discuss and set public hearing for December 11.
- XI. **56 Main Street – New Restaurant.** The site plan for new restaurant, Italian market, and events space was approved on May 22. Doug Clark, applicant. Peter Murphy, property owner. Mike Sievert, MJS Engineering, engineer. Map 2, Lot 14-4. Central Business Zone. *Recommended action:* Decisions on requests.
 - A. Sewer Line. Request for modification from approval to upgrade only sewer line on subject lot.
 - B. Parking. Review of proposed off-site parking and parking impact fee.

(over)

- XII. **Short-Term Rental Ordinance** (originally called Bed and Breakfast/Air B&B Ordinance). Proposed amendments to the Zoning Ordinance initiated by the Town Council regarding short-term rentals. (The public hearing is closed.) Recommended action: Finalize draft and set public hearing for December 11.
- XIII. **Other Business**
- XIV. **Review of Minutes** (new): October 11, 2019 site walk; October 16, 2019, October 30, 2019
- XVI. **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.* Comments on all matters, except those for which a public hearing is on the agenda, should be made during the Public Comments time. The public may speak and submit written or emailed comments on any subject except for active matters where the public hearing has been closed.
- 2) Submission of information. Emails and letters should be sent to Michael Behrendt, Town Planner, at mbehrendt@ci.durham.nh.us or at the address above. Correspondence that pertains to current Planning Board matters (except where 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 **December 11, 2019.**