



TOWN OF DURHAM

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Durham, NH 03824-2898

603/868-8064

Michael Behrendt, Durham Town Planner

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*The public is welcome to attend in Council Chambers
or via Zoom remotely.*

*Please see sections on Public Input, Zoom Instructions,
and Other Information at the end of this agenda.*

DURHAM PLANNING BOARD

Wednesday, September 14, 2022

Town Council Chambers, Durham Town Hall

7:00 p.m.

AGENDA

Planning Board members

(7 voting)

Paul Rasmussen, *Chair*

Heather Grant, *Vice Chair*

James Bubar, *Secretary*

Richard Kelley

Lorne Parnell

William McGowan

Sally Tobias, *Council Rep.*

Barbara Dill, *Alternate*

Emily Friedrichs, *Alternate*

Nicholas Germain, *Alternate*

Chuck Hotchkiss, *Council*

Alternate

Michael Behrendt, *Town
Planner*

Patricia Denmark, *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): July 27, 2022**
- VIII. **Public Hearing - 14 Schoolhouse Lane – 2-lot Subdivision.** 2-lot subdivision of 1.3-acre lot with single-family house. Bill Matson, property owner. Bruce Scamman, engineer. John Salter of James Verra Associates, surveyor. Kevin Baum, attorney. Map 108, Lot 73. Residence A District. *Accepted* on August 10. *Recommended action:* Final action.
- IX. **Public Hearing – Solar Energy Systems Ordinance.** Proposed amendment to Zoning Ordinance initiated by Durham Town Council. The draft addresses numerous aspects of solar energy systems including rules and allowed locations for systems that are accessory to single family houses, systems accessory to multifamily and nonresidential uses, small and large utility-scale systems, and group net metering host systems.
POSTPONED TO SEPTEMBER 21
- X. **Capital Improvements Program.** Review of proposed Capital Improvements Program (CIP) with Todd Selig, Town Administrator, and Gail Jablonski, Business Manager. *Recommended action:* Comments from Planning Board.
- XI. **19-21 Main Street – Parking Lot.** Presentation of draft Notice of Decision for denial of conditional use and site plan application for parking lot as principal use on four lots and reconfiguration of the entrance. Toomerfs, LLC c/o Pete Murphy and Tim Murphy, owners. Mike Sievert, engineer. Robbi Woodburn, Landscape Architect. Monica Keiser and Tim Phoenix, attorneys. Map 108, Lots 10, 11, 12, and 13. Church Hill District. *Extended* to September 28. ***The Public Hearing is closed.*** *Recommended action:* Final vote on site plan and notice of decision.

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XII. **Other Business**

XIII. **Review of Minutes** (new): August 10, 2022 & August 24, 2022 Site Walk Minutes (2 sets)

XIV. **Adjournment**

***PUBLIC INPUT**

Members of the public may provide input to the Planning Board in one of three ways:

- 1) Email. Send an email or letter to Michael Behrendt, Town Planner, at mbehrendt@ci.durham.nh.us. See 2) Submission of Information under OTHER INFORMATION, below.
- 2) Zoom. Participate in the meeting via Zoom. See the instructions below.
- 3) Speaking at the meeting itself.

***ZOOM – INSTRUCTIONS FOR ZOOM CALL-IN AND PUBLIC PARTICIPATION**

Project applicants met participate via Zoom but are encouraged to present in person.

To Participate by Video

VIDEO INSTRUCTIONS: In order to access any LIVE Zoom Public Meeting, you must be **Preregistered**. Preregistering for any Zoom Public Meetings can be done by clicking: https://www.ci.durham.nh.us/boc_dcatgovernance/zoom-video-conference-meetings.

To Participate by Audio

AUDIO ONLY CALL-IN INSTRUCTIONS: In order to access any live Zoom Public Meeting by telephone, you **MUST** be **preregistered**. Then call: **1-929-436-2866**, enter the **Meeting ID** and **Password**. Zoom Meeting ID's and Passwords are only available to **preregistered** participants. You can **preregister** at: https://www.ci.durham.nh.us/boc_dcatgovernance/zoom-video-conference-meetings.

IMPORTANT!

1. **Please be sure your full name is viewable, and you are identifiable when using Zoom.**
2. **Your video will be turned off and audio muted until the Public portion of the meeting opens.**
3. **If watching on Channel 22 or DCAT LiveStream be sure your computer/TV audio is muted when using Zoom.**

These are LIVE Public meetings and we ask that your audio and video be muted. If not, the host will mute them for you. You will not be able to communicate directly with anyone in the Zoom meeting at this time. Participants will have the opportunity to comment during Public Comments, or when a Public Hearing is opened. If you wish to submit comments, please submit them via email by 3:00 PM on the day of the meeting, but preferably earlier.

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If you should have difficulty, please send DCAT an email: dcat@ci.durham.nh.us or by calling **603-590-1383**.

***OTHER INFORMATION**

- 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 (including comments on agenda items this evening). 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 distributed to members at 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 on the Town website <https://www.ci.durham.nh.us/>. 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. To see background documents related to specific agenda items, see the agenda on the website and 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 communication aids are needed.
- 8) Next meeting. The next regular Planning Board meeting will be on **September 28, 2022**. A special meeting will be held on September 21, 2022.