



**TOWN OF DURHAM**

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Michael Behrendt, Durham Town Planner

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**\*\*\*Please see sections on Zoom Access and Other Information at the end of this agenda.**

**DURHAM PLANNING BOARD**

**Wednesday, April 10, 2024**

**Town Council Chambers, Durham Town Hall**

**7:00 p.m.**

**AGENDA**

- 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):**
- VIII. **9 Dover Road – Conditional Use**. Conditional Use application for retaining an existing parking lot for parking as a principal use (i.e., for parking that can be rented to people from off site). Fred Kell, c/o Tyche Capital Group, LLC, property owner. Map 108, Lot 43. Courthouse District. *Recommended action:* Set public hearing.
- IX. **Discussion with Dr. James Morse, Superintendent of the Oyster River School District**. The board will discuss with Dr. Morse school capacity, expected changes in enrollment, the school funding formula, and potential impacts from a possible workforce housing project. *Recommended action:* No particular action recommended.
- X. **Public Hearing – Rewrite of Article II. Definitions in Zoning Ordinance**. The article has been substantially rewritten including related changes to the Table of Uses. One can review the draft at [https://www.ci.durham.nh.us/boc\\_planning/zoning-re-write-definitions-0](https://www.ci.durham.nh.us/boc_planning/zoning-re-write-definitions-0). *Recommended action:* Hold public hearing and decide on next steps.
- XI. **Workforce Housing – Potential Zoning Amendment**. (Time permitting) Continued discussion about issues related to potential zoning amendments to facilitate the creation of workforce housing. The Planning Board put aside an earlier proposal and is now working on a new/revised draft. *Recommended action:* Continued discussion.
- XII. **Other Business**
- XIII. **Review of Minutes (new):** February 28, 2024 & March 13, 2024
- XVI. **Adjournment**

**Planning Board members**

(7 voting)

Paul Rasmussen, *Chair*  
Sally Tobias, *Vice Chair*  
Tom DeCapo  
Emily Friedrichs, *Council Rep*  
Richard Kelley  
William McGowan  
Peyton McManus  
Heather Grant, *Council Alternate*  
Chris McClain, *Alternate*  
Erika Naumann Gaillat, *Alternate*

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Michael Behrendt, *Town Planner*  
Patricia Denmark, *Minute Taker*

*(over)*

## **\*ZOOM ACCESS**

The Town of Durham offers access to meetings with Zoom and Durham Cable Access Television (DCAT) as a convenience to the public. Zoom is generally reliable for watching meetings and offering comments when allowed. However, due to factors outside our control, occasionally access on Zoom does not work properly. **We cannot guarantee that Zoom will always be available seamlessly and suggest that people who want to ensure being able to watch and participate attend the meeting in person.**

To access any LIVE Zoom Public Meeting, you must be **Registered**. This link will take you to the registration page for all public meetings: [https://www.ci.durham.nh.us/boc\\_dcatgovernance/zoom-video-meeting-schedule](https://www.ci.durham.nh.us/boc_dcatgovernance/zoom-video-meeting-schedule)

If you have difficulty logging in, contact DCAT: **603-590-1383**.

## **\*OTHER INFORMATION**

- 1) **Role of the Planning Board.** The role of the Planning Board is to oversee and plan for the harmonious and functional physical development of the town of Durham by preparation of the Master Plan, adoption of Site Plan and Subdivision Regulations, making recommendations about the Zoning Ordinance and the Zoning Map, reviewing development proposals, providing comments on the Capital Improvements Program and generally advocating for smart growth principles.
- 2) **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/email comments on any subject germane to the business of the Planning Board except active matters where the public hearing has been closed. When a public hearing will be scheduled soon for a specific item the board may require that comments at the meeting be made at the hearing.
- 3) **Submission of comments in writing.** Emails and letters should be sent to Michael Behrendt, Town Planner, at [mbehrendt@ci.durham.nh.us](mailto:mbehrendt@ci.durham.nh.us) or at the address above. Correspondence pertaining 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).

- 4) **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. To see background documents related to specific agenda items, see the agenda on the website and click on any green **highlighted** items.
- 5) **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 Tracey Cutler, Administrative Assistant, at [tcutler@ci.durham.nh.us](mailto:tcutler@ci.durham.nh.us).
- 6) **Recommended actions.** Actions recommended by the Town Planner 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.
- 7) **New items of business.** Unless approved by a 2/3 vote of members present, no new item of business shown on the agenda will be taken up after 10:00 p.m.
- 8) **Communication aids.** Please provide the Town 48-hours notice if communication aids are needed.
- 9) **Next meeting.** The next board meeting will be on **April 24, 2024.**