

**PLANNING BOARD
RINDGE, NEW HAMPSHIRE
July 19, 2011**

DATE: July 19, 2011 TYPE: Planning Board Hearing DATE APPROVED: August 2, 2011

TIME: 7:00 pm – 10:00pm CHAIR: Kirk Stenersen

CALL TO ORDER: 7:00 pm

ROLL CALL MEMBERS: Kirk Stenersen, Kim McCummings, Tim Halliday, Hank Whitney

ROLL CALL ALTERNATES: Burt Goodrich, Phil Simeone

EX OFFICIO: Pat Barry

ACTING PLANNING DIRECTOR: Robyn Payson

APPOINTMENT OF ALTERNATES: Burt Goodrich for Dave Tower Phil Simeone for Mike Quinlan

Announcements

A firm came in to the Planning Department to do an Environmental Assessment on Wal-Mart's behalf, so it appears the plans for expansion are moving forward, but no formal application has been received.

Robyn announced she attended the Ribbon Cuttings at Tractor Supply, Auto Zone and Dollar Tree hosted by the Rindge Chamber of Commerce.

Brent Aucoin contacted the Planning Office to inform Robyn of his continued efforts to have the berm in front of Tractor Supply removed. She will be setting up a meeting with DOT to discuss this issue further. At that meeting, she intends to discuss the possibility of additional curb cuts on RTE 202.

Bob Stomski of Clough Harbor, Robyn, Mike Cloutier, Bob Cleland, and Bob Van Dyke toured Cat Tail Circle at Taggart Meadows on July 12. Stomski was satisfied that Bob Van Dyke had satisfied conditions and felt the 10,000.00 bond can be released. Robyn will bring this up at the next Roadway Committee meeting.

Franklin Pierce University will be coming in at to the first meeting in August with a Minor Site Plan for a 4500sq foot addition to the Field House.

Roger Hawk is finishing up the draft Economic Development Chapter of the Master Plan and is expecting to send it to Robyn next week.

Robyn received an invitation for the Planning Board to attend a meeting of the Board of Selectmen in August to discuss the Rindge Economic Development Initiative. There was a question as to whether or not this was a considered a joint meeting. The Board also thought they might want to meet following the meeting with the Selectmen. Robyn said she would post the meeting. It was agreed the Planning Board would be on the agenda of August 17th at 7:00pm.

Minutes

June 21, 2011 Tim Halliday made a motion to approve the minutes. Kim McCummings seconded the motion. The motion carried with Burt Goodrich abstaining.

NEW BUSINESS

Tim Halliday recused himself

Map 3 Lot 10-1 and 10-1

Technical Subdivision

Randal and Catrina Girard and Carrie Lundeen Young

This application is for a Technical Subdivision, which does not result in the creation of a new building lot. The purpose of this lot line adjustment is to allow the leaching field of lot 10-1 more space.

Parcel A (0.20 acres) will be conveyed by Carrie Lundeen-Young to Randal and Catrina Girard and will be merged with Lot 10-1 as a single lot. The purpose of this Technical Subdivision is to provide additional room for the Leach Field on Lot 10-1.

Lot 10-1 contains approximately 2.49 acres prior to this subdivision.

Lot 10-2 contains approximately 23.30 acres prior to this subdivision.

Lot 10-1 will contain approximately 2.68 acres after this subdivision.

Lot 10-2 will contain approximately 23.11 acres after this subdivision.

Kim McCummings made a motion to accept the application. Hank Whitney seconded the motion. The motion carried unanimously.

Following brief discussion, with no abutters present, Burt Goodrich made a motion to approve the application. Hank Whitney seconded the motion. The motion carried unanimously.

Tim Halliday reassumes his seat

Selectman's Road Committee- Atlantic Drive

The Board of Selectmen has decided to assemble the Road Advisory Committee required by the Zoning Ordinance when they are considering accepting a road. The Roadway Committee was not in favor of the Town proceeding with the process of accepting the road due to the outstanding legal issues and the fact Ed Rogers is in the process of executing a forensic survey. The Town Administrator did not agree with the Road Committee and brought it forward to the Board of Selectmen for consideration of acceptance.

The Roadway Advisory Committee requires two Planning Board members so Robyn was asking for volunteers.

Following discussion, Tim Halliday nominated Kirk Stenersen and Kim McCummings to sit on the committee. Pat Barry seconded the motion. The motion carried unanimously.

New Sign Board

Robyn received a memo from the Town Administrator regarding use of the new sign board purchased at auction by Fire Chief Rick Donovan. Carlotta said they wanted to work "within the ordinance" but that is impossible because the sign violates much of the Sign Ordinance. The Town is not subject to its own Ordinances and Regulations for "Governmental Uses" but the practice of the town has been to abide by the same rules as the citizens of Rindge.

Robyn distributed a memo to the Planning Board stating that she felt there should be no limitation on emergency use of the sign, but any use beyond that should be very specific and strictly limited.

After a lengthy discussion, the Planning Board decided a letter should come from Kirk and Robyn describing the uses the Planning Board felt were appropriate. The uses agreed upon by the planning Board were:

- Unlimited emergency use

Governmental uses, with the sign placed one week prior and removed two days following and placed in different locations for each event. Those Governmental Uses include and are limited to

- Deliberative Session
- Town Meeting
- School Voting
- School Deliberative Session

Public Works Uses

The Director of Public Works should use the sign as he sees fit. The Planning Board felt it was appropriate to use it to indicate closed roads for town events such as

- Memorial Day
- Road Paving
- 5K race.

The Planning Board was not in favor of this sign erected in a permanent location, used as a “message board”.

WORK MEETING

Upcoming Planning Board Meeting Schedule

Planning Board will be meeting on the following dates.

August 2, 2011

August 16, 2011-CANCELLED

September 6, 2011-CANCELLED

September 20, 2011-Subdivision Regulation Revision Public Hearing

Subdivision Regulations

Following discussion it was decided that the Public Hearing for the revised Subdivision Regulations be September 20, 2011

CIP

There was further discussion about the Planning Board taking the CIP committee back. Kim said the CIP can be linked to the Economic Development chapter of the Master Plan. Pat Barry said the Capital Improvement Plan would have more voracity if the Planning Board managed it again. There was discussion whether the Board of Selectmen with the Planning Board or the Planning Board alone that should work on the CIP. Robyn was asked to research the history of the CIP from when it was originally adopted to when the Board of Selectmen took it over.

If the Planning Board were to take the CIP back it would have to be a warrant article so there is time to discuss the issue this year.

Roger Hawk/REDI

Robyn reviewed with the Board the response from Roger Hawk to the revised list of tasks the Planning Board was interested in moving forward on.

Following discussion, the Planning Board decided on a list of tasks (see attached) totaling \$10,800.00, which will take us in to 2012.

Kim McCummings made a motion to approve the list of tasks. Pat Barry seconded the motion. The motion carried unanimously.

NEXT MEETING

August 2, 2011

Respectfully submitted,

Robyn Payson

SCOPE of SERVICES-Hawk and Arnett

Task 1: New Mixed Use Town Center

Recognizing that Rindge has applied for a PlanNH design charrette, we will assist the town in advancing details of the plan after PlanNH has completed their efforts. Specifically we will:

- a. Prepare an analysis and recommendation relating to the possible adoption of RSA 79-E “Downtown Revitalization Tax Relief Incentive” that would make it possible to provide tax incentives for developing in a new town center district. (Action Plan #6.3)

- c. Using the above information, we will prepare a report detailing how a Tax Increment Financing district could work and develop an outline of steps that would be needed to create a TIF district. (Action Plan #7.5)

Deliverables: Report and two presentations on Downtown Revitalization Tax Relief Incentive and Tax Increment Financing

Time Frame: Within two months after completion of Plan NH Charrette.

Fee: \$3600.

Task 2: Marketing and Branding Strategy

- a. Based on the economic analysis developed in the Rindge Economic Development Initiative, define employment sectors that will lead to the creation of higher paying, quality employment. This task is an important precursor to a marketing and branding strategy. (Action Plan #4.4)

- b. Assist the town in defining a branding and marketing strategy that promotes the vision and goals of the REDI Action Plan. (Action Plan #16 & 17.1)

Deliverables: Report on high priority employment sectors to achieve REDI Plan goals. Meetings with town to define branding and marketing strategy and develop an implementation plan.

Fee: \$4,000

Task 4: Actively pursue full utilization of existing commercial properties that are consistent with town zoning.

- a. Work with property owners of commercial/industrial property, realtors and the Chamber of Commerce to create and set up a structure to actively maintain a current inventory of all vacant non-residential buildings and properties in town including agricultural.

Deliverables: Structure and format for a “live” on-line real estate inventory.

Fee: \$2,000

Task 5: Promote Entrepreneurial, at-home and telecommuting opportunities for individuals and enterprises.

- a. Review the town’s development regulations to ensure that there is adequate latitude for home based businesses. (Action Plan #12).

Deliverables: Analysis of town zoning and recommended changes to better accommodate home based businesses. Meeting with staff and Planning Board to review and present.

Fee: \$1,200

Total \$10,800.00