

**BUSINESS MEETING**  
**DRAFT**

**A. CALL TO ORDER:** The meeting was called to order at 7:00 p.m.

**B. ROLL CALL: Present:** C. Brown, Chairwoman; T. Franciosa, Vice Chairman;  
A. Tonry, S. Volpone, B. Mutrie, T. Santora, Members;  
P. Stone, G. Parish, G. Hardee, Alternate Members;  
M. Kasprzak, Selectmen’s Representative;  
K. Croteau, Secretary; D. Smith, Circuit Rider Planner

**Not Present:** M. Sikorski, Building Inspector

**C. CAPITAL IMPROVEMENT COMMITTEE**

C. Brown reviewed the expenditures the CIP committee has recommended and their priorities. Discussion took place regarding the amounts requested for the Police Department and the Library.

**MOTION:** To approve the Capital Improvement Program 2014-2019 recommendations and forward to Selectmen for their consideration.

**MOTION: A. TONRY**

**SECOND: S. VOLPONE**

**UNANIMOUS**

**D. DISCUSSION AND DECISION RE: POSSIBLE WARRANT ITEMS TO BE BROUGHT TO PUBLIC HEARING IN NOVEMBER**

D. Smith began by providing an overview of the Re-Vision Route 1 process which began about a year ago when the Planning Board received a grant to evaluate and rezone areas along the Route 1 corridor. He noted that 3 commercial business districts have been delineated: Business District North; Business District South and the Town Village District.

D. Smith presented a comprehensive list of proposed amendments along with a Table of Uses spreadsheet with zoning maps and overlays of the proposed changes.

After discussion, with reference to the maps, the Board made the following suggestions:

1. that the colors used be more striking;
2. that the two “Merrill parcels” be included in the blue area;
3. that the maps should not be presented on the same page; and
4. that the overlay be labeled as such.

At this point, discussion began regarding the proposed amendment changes (A thru Z) as follows:

**A. Amend Article 1, Section 4 – Definitions . . .**

D. Smith explained that the definitions listed correspond with the Table of Uses. He further explained that the definitions were taken from regional communities.

Discussion took place as to the order of the definitions and the table and which should come first. A suggestion was made to add a banner sentence to the definitions to read “ These definitions are defined

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per the items related to the table of uses; what is allowed and what is not allowed can be found in the Table of Uses section”.

A. Tony mentioned that this may be too overwhelming to the voters. It was explained that the warrant would not include the definitions but only refer to the definitions; voters would receive information and ask questions at the deliberative session. C. Brown and D. Smith will develop a letter to clarify and summarize the amendments for the voters for the Public Hearing and Deliberative Session.

**B. Amend Article II – Zoning Districts, . . .**

Dylan explained that this repealed the B – Business District and replaced it with the Town Village District, TVD, Business District South, BDS and Business District North BDN.

There were no comments on sections C and D.

**E. Amend Article III – District Regulations . . .**

T. Santora asked that the word “larger” be removed from 3.3.

**F. Amend Article III (Table of Uses) . . .**

G. Parish asked that the title, “Table of Uses”, be centered and bolder.

A discussion took place regarding the definition of manufactured housing. The Board decided to postpone this discussion and include with 2015 changes to the A District.

B. Mutrie asked for indents on subsections. S. Volpone asked for renumbering on the last page and under section M, lower case d for Research and development.

At this point, a discussion took place regarding conditional use versus special exception. D. Smith presented a separate document with repeal and replace language for Article XI – Administration, Section 3.3.2. The Board concurred with the proposed changes.

**G. Amend Article III – District Regulations (Table of Dimensional Requirements)**

A. Tony raised a concern regarding proposed changes pertaining to yard setbacks in the A District (Agricultural/Residential) being included in the proposed amendments.

After a lengthy discussion the Board asked that the proposed changes should pertain only to the Route 1 Business District and stated the A District yard setbacks remain at 50’.

C. Brown reiterated that the agenda for this year was the commercial district and the grant; she asked that no changes be made to the A District (Agricultural/Residential District). She stated the issues relating to the A District will be discussed next year along with the Wetland District proposed amendments.

A. Tony asked that the lower case letters in parenthesis be removed.

There were no comments on sections H and I.

**J. Add a New Section 6 – Supplementary Regulations for the A District**

A. Tony noted that 6.6 should be taken out and dealt with next year as it applies to the A District.

There were no comments on sections K and L.

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With regard to the letter for the voters, suggestions were made to indicate that amendments being made were for recodification; no changes are being proposed for the A District. It was also suggested to note on the letter that the Town Village District, Business District North and Business District South were all new and District A remains as it is currently.

**MOTION:** To accept the Zoning Amendments as amended to bring forward to Public Hearing.  
**MOTION: A. TONRY**  
**SECOND: S. VOLPONE**  
**UNANIMOUS**

**E. REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES – September 24, 2013**

**MOTION:** To approve the minutes of the September 24, 2013 meeting as written.  
**MOTION: M. KASPRZAK**  
**SECOND: S. VOLPONE**  
**6 IN FAVOR; ONE ABSTENTION; PASSES**

**F. OTHER BUSINESS**

1. The Board acknowledged the minutes from the Ordinance & Regulations Review Committee for 9/25, 10/3 and 10/9 of 2013. The next meeting will be held on October 30, 2013.
2. The Board discussed the need to change the meeting date for November to meet the Legal Notice requirements. A change of date for the December meeting will be discussed after the November meeting.

**MOTION:** To change the date of the November Planning Board meeting to Tuesday, November 26, 2013.  
**MOTION: A. TONRY**  
**SECOND: S. VOLPONE**  
**UNANIMOUS**

**G. COMMUNICATIONS TO BOARD MEMBERS**

A flyer for the Sea-level Rise Project Next Steps Meeting was distributed to the Board members. This meeting will be held Tuesday, October 29, 2013.

**H. ADJOURNMENT**

**MOTION:** To adjourn the meeting at 10:30 p.m.  
**MOTION: M. KASPRZAK**  
**SECOND: A. TONRY**  
**UNANIMOUS**