

**Town of Northwood  
Planning Board  
September 13, 2012**

Chairman Robert Strobel calls the meeting to order at 6:32 p.m.

**PRESENT:** Chairman Robert Strobel, Vice-Chairman Tim Jandebour, Babette Morrill, Rick Wolf, Joe McCaffrey, Town Planner Elaine Planchet.  
Alternate Adam Sprague arrives at 7:15 p.m.

**VOTING DESIGNATION:** Chairman Robert Strobel, Vice-Chairman Tim Jandebour, Babette Morrill, Rick Wolf, and Joe McCaffrey; Adam Sprague at 7:15.

**ABSENT:** Herb Johnson, and Alternate Victoria Parmele

**MINUTES**

**August 23, 2012**

**Mr. Jandebour makes a motion, second by Ms. Morrill, to approve the minutes of August 23, 2012, as amended as follows:**

Page 6: Add: *...be with the...*

Page 7: Add: *...to update the master plan.*

Page 7: Add: *...from dues...*;

Page 7: Add: *...would...*

**Motion passes; 5/0/0.**

***Master Plan Update***

Ms. Morrill explains that she researched water for her master plan section. She provides a handout noting statistics and identification of issues she proposes for a group discussion with the public. She refers to pages 20-23 in the master plan. Discussion is held regarding a public input session.

Ms. Morrill states that she has indicated 8 items that she believes were tallied, and the items she feels should be updated in the master plan that have not been addressed. She states wetland and aquifer protections, and the regulations could be adopted by the town. She states that the aquifer protection and wellhead protection both need to be updated.

Ms. Morrill states that the master plan *attempts to* address height restrictions *with new buildings above 800 ft.* She suggests that the previous recommendation may need to be deleted if the current board *put it into use.* She states that the issue involves erosion control and she believes it is worth having a discussion group on this topic.

Ms. Morrill states that another item in the survey regarding water is recreation. She states that the board really needs to revisit the purpose of recreation and prioritize it as there was no carry over from one master plan to the other and perhaps the purpose has changed.

**Town of Northwood  
Planning Board  
September 13, 2012**

Ms. Morrill states that another item of concern noted in the survey is runoff from agriculture and salt products. She explains that these issues are a major pollutant of the town's streams, lakes, and rivers. She recommends these items for a discussion group. Ms. Morrill states that the town is always dealing with milfoil. She states that this is an issue that the residents are concerned about. She adds that the state has cut back funding for the treatment of milfoil and lake associations are now requesting funds from the town for treatment.

Ms. Morrill states that some of these items could be discussed by the board. She states that this process and information could be detailed or not. She requests that some of these topics be addressed in a public session. Discussion ensues.

Ms. Planchet mentions the previous work of a water resources subcommittee and states she will provide information on their recommendations, proposals and planning board decision.

Mr. Wolf asks about the setback for water bodies and that this regulation was placed on the ballot years ago and did not pass. Ms. Morrill suggests that this item be looked at again and states that the board will need to update where applicable.

Mr. Sprague arrives at 7:15

Discussion ensues as to how the board will act on the issues brought forward by Ms. Morrill. Ms. Morrill states that she would be willing to begin with drafting something relative to water quality and suggests moving forward setting dates for public sessions. Ms. Morrill and Mr. Strobel suggest October 15 and October 18 from 6:30-8:30 and for the first meeting to focus on providing information and the second one for discussion and decision-making. Further discussion is held regarding other planning board members attending and whether staff should be present. Ms. Morrill states she believes that a member of staff is not necessary for Monday's meeting but would be for the Thursday meeting.

Mr. Strobel suggests a member from Strafford Regional Planning Commission attend as well to spearhead the sessions or facilitate. Ms. Planchet states that this activity would not be covered by SRPC dues.

Discussion ensues.

Mr. McCaffrey suggests that the board continue with the scheduled work sessions and designate specific times for specific topics, be efficient with time, and have the public attend. Discussion ensues. Ms. Planchet states that if a work session is used to distribute information, then that is not using the work session to its best limits. She suggests having the information made available to the public prior to the meeting, the meeting can occur as scheduled, and the board is still on schedule to

**Town of Northwood  
Planning Board  
September 13, 2012**

continue with the work sessions specifically being held to address the master plan. She suggests having two topics that could be addressed at each meeting.

The board agrees to hold a work session for discussion on water resources on October 11, at 6:30; a work session of regular planning board items will be held at 6:15 p.m. Mr. Strobel states that members should arrive at 6 p.m. to set up the meeting room. The board agrees to tentatively schedule another session on October 15.

Ms. Planchet suggests that the board decide whether or not they want to work on changes to the development ordinance and whether a separate meeting is required for that purpose, then to propose a schedule for discussion of master plan update issues.

***Potential Development Ordinance Proposals***

Ms. Planchet explains that the process for proposing changes to the development ordinance includes specific deadlines and would be on the ballot at March elections. Discussion is held regarding proposed changes to the development ordinances for windmills; wellhead protection; height restrictions and workforce housing.

Ms. Morrill states that she believes that the selectmen are addressing the outdoor wood boilers and a blasting ordinance.

Ms. Planchet states that windmills exceed the town's current height limitation and would require relief if they were to be higher. Mr. Wolf notes that new telephone poles are being erected and are 40' tall and he adds that the light poles at the park and ride are higher than 35'. Ms. Morrill states that the telecommunication towers are higher and she adds that public utilities are different and should be included. At this time, the consensus of the board is not to work on multi-family and work-force housing and that a separate meeting for the development ordinance discussions is not set.

***Master Plan Update Work Sessions***

The board agrees to the following schedule for work session discussions: the silver tsunami; population and housing will be addressed in April; economic development and income/employment will be addressed in March; agriculture will be in January and agriculture and transportation will be addressed in February.

Additional discussion is held regarding possibility of scheduling an additional meeting in November. No decision is made.

Further information and discussion is held regarding the silver tsunami demographics of population percentages and age brackets. Mr. Jandebour and Mr. Strobel note decreases in the student population of surrounding schools.

**Town of Northwood  
Planning Board  
September 13, 2012**

**NEW CASE:**

**Case 12-11: Coe-Brown Northwood Academy, Map 218/Lot 1; Bow Lake Rd and First NH Turnpike** Applicant seeks minimal impact site plan review to change use of existing building from storage to residential.

Ms. Planchet states that she has met with Assistant Headmaster Caryn Lasky. She refers to the staff review notes and that she only had a few comments. She adds that there were some discrepancies with the abutters list and this matter has since been corrected and all applicable fees have been submitted.

Mr. Strobel mentions the gate and states that CBNA will need to address this accordingly.

A discussion is held regarding the reference on the application to a rental facility. Ms. Planchet states that the letter indicates the intent is to change the use from storage to residential. Ms. Planchet states that she will ask that a clarification be provided for the purpose of the dwelling. She explains that the property with the home was sold to CBNA for driveway access and that at the time of that site plan, CBNA stated the use would be for storage. She states that since there now appears to be someone residing in the home, Code Enforcement addressed this matter and thus the board has the application to change the use.

Staff will send comments to the applicant.

**CORRESPONDENCE**

All correspondence is reviewed; no action is required.

Ms. Planchet notes that she has provided to members a table with figures for population by age groups for Northwood and surrounding communities.

Mr. Strobel states that the culverts of the town have all been mapped.

General discussion is held. Mr. Strobel states that the town is getting to the stage of replacing culverts.

Folders are provided to members for their ongoing master plan research.

**ADJOURNMENT**

**Mr. Jandebeur makes a motion, second by Mr. Wolf, to adjourn. Motion passes at 8:43 p.m.**

Respectfully submitted,

Lisa J. Fellows-Weaver  
Board Secretary

*Official as of September 27, 2012*