

**TOWN OF WALPOLE  
PLANNING BOARD WORKSHOP SESSION  
Walpole, NH 03608  
Tuesday, October 25, 2011**

Presiding: Jeff Miller (Chair); Robert Miller (Vice-Chair); Ben Daviss,

Alternates: Steve Dalessio, Donn Lounsbury, Ed Potter, Jeff White

Recording: Regina Borden, Recording Secretary

These Minutes are unapproved and will be reviewed at the November 8, 2011, meeting for errors, corrections and omissions.

**Workshop Opened:** Mr. J. Miller called the Workshop Session to order at 7:00 PM in the Walpole Town Hall.

**Continued Review of the Draft 2011 Site Plan Review document:** The PB members reviewed the comments received from Lisa Murphy of Southwest Region Planning Commission. Acknowledgement was made of the letter from Attorney Jeremy Hockensmith, dated September 30, 2011, regarding the Amendments To Site Plan Review Regulations. The biggest concern is the Building Height. If it was covered in a district other than Commercial or anywhere else it applies across the board. The PB Site Plan Review is not more restrictive than the Zoning. It was worded almost verbatim from the Retirement Overlay District. The three stories came from the multi-dwelling in Zoning. Mr. J. Miller felt they could forward a copy of the Zoning Ordinance to Attorney Hockensmith to advise that the PB does not feel they are any more restrictive than the Zoning. Questions would be: 1) the Zoning Ordinance; 2) Multi-family; and 3) Overlay. Mr. Dalessio feels that the PB over-sight is the Commercial and Industrial but that might be the only gray zone. Under the RSA the PB has the right to make things more restrictive if it meets the RSA.

Relative to the multi-building development, it is not adding anything more restrictive but supporting what the Zoning is. In terms of the Site Plan the PB is in compliance. They need to re-phrase the time limit under the Site Plan; it should be expanded to say what the time limit is at the time of approval. When the PB conditionally approves an application the PB has to put the time limits in the motion and confirmation letter. Mr. Daviss feels they need to define what a minimum amount of work is to demonstrate that a project has begun; they need to be clear. There was discussion relative to asking an applicant to come back in at the end of a year for a review unless there is activity on-site or the applicant is within a specified time-frame. Mr. R. Miller feels that Regulation Section 674:39 speaks about "active and substantial development or building". Mr. Dalessio will re-work that section. It is the intent just to get a developer back in to talk to the PB about their progress. Attorney Hockensmith recommended that the time limits be stamped on every plan so there can not be any confusion. The applicant "shall come before the PB or lose their vested interest".

Members feel Zoning should have to clarify the Commercial District as far as Building Height goes. If the revision is presented to the PB in November; it could be finalized in December and a Public Hearing scheduled in January. But it would be preferable to have a Public Hearing in December because if there are any substantial changes and a second hearing is necessary it can be scheduled in January. It needs to be completed in time to get it on the Warrant. The PB would have to vote on whether to recommend passage or not. Mr. Dalessio will work on the proposed amendment for Commercial and Industrial as No. 9.

**Goals and Objectives:** Mr. Daviss noted that the PB needs to keep the Goals and Objectives process moving ahead. No. 1 – This is okay except they need to remain vigilant. No. 2 – The PB doesn't need to do anything on this. No. 3 – By clarifying more than one building on one lot the PB is being creative.

**Zoning Board of Adjustment:** Planning Board members would like to receive copies of the Minutes of the Zoning Board of Adjustment meetings.

**Amendments:** Mr. J. Miller will check with the Town Clerk relative to the process to notify the State of Amendments to the Site Plan Review.

**Adjournment:** Mr. J. Miller adjourned this Workshop Session at 7:52 PM.  
Respectfully submitted, Regina Borden, Recording Secretary