



Town of Plymouth

Planning Board Meeting

Plymouth Town Hall

Plymouth, NH 03264

September 4, 2014

FINAL 10-2-14

MEMBERS PRESENT:

John Randlett (Vice Chair), John Kelly, Paul Wilson, Jack Scarborough, Bill Bolton (Select Board Rep.), Bob Dragon (Alternate), Neil McIver (Select Board Alt.) absent, Mike Ahern (Chair) absent

OTHERS PRESENT:

Sharon Penney, Plymouth Town Planner

CALL TO ORDER:

John Randlett called the meeting to order at 6:30 p.m. Roll call of members was completed.

GENERAL PUBLIC COMMENTS:

None

ADMINISTRATIVE MATTERS:

Review of minutes:

- **August 7, 2014:** Jack Scarborough made a motion to accept the minutes as written. Seconded by Paul Wilson. All in favor.
- **August 21, 2014:** Jack Scarborough made a motion to accept the minutes as written. Seconded by Bill Bolton. All in favor.

CORRESPONDENCE:

- Sharon Penney mentioned to the board that she has a draft copy of North Country Council's North Country Plan and it is also online for their perusal.
- Jack Scarborough asked why they are part of North Country Council instead of Lakes Region.
- Sharon Penney stated that the town has been a part of North Country Council since 1975 and Plymouth was one of the originators of NCC.
- Jack Scarborough feels that Plymouth benefits more from the tourism in the Lakes Region than in the North Country, so he feels they should explore changing to Lakes Region.

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- Sharon Penney stated that their constituent services have improved greatly for member towns since they have had a new director.
 - Bill Bolton feels that they have definitely got their money's worth over the last couple of years with North Country Council.

NEW BUSINESS:

- Sharon Penney reminded the board members about the Law Lecture Series. She stated that if they want to sign up for anything to let her know as there are three lectures coming up in October.

UNFINISHED AND OTHER BUSINESS: Outline Request for Proposal (RFP) for Master Plan update.

- Sharon Penney mentioned to the board that this is the time to hire a consultant for the Master Plan. She gave them an outline on what they need a consultant to do and they should use that as a baseline. In order for her to draft a Request for Proposals, the board needs to work on this before she places an ad to hire a consultant. She feels the board should again review RSA 674:3 Master Plan Preparation and RSA 674:4 as to how the process works. This will help the board to proceed. Her goal for this meeting is to come out with a list of components that should be used to draft the RFP.
- Paul Wilson stated that he wrote up what he feels are the six major items they would need a consultant to perform. Some of those items listed included:
 - Residential, business and University growth for 10 years.
 - Impact of this growth on services, schools and roads.
 - Do comparative analysis with other towns with growth (Tilton & Littleton suggested).
 - Re-analyze zones.
 - Prepare a questionnaire draft for all residents and present findings at public session.
 - Lead a public session to hear ideas from the community.
- Sharon Penney mentioned that there is also an energy chapter previously written which could be included along with the required two chapters. She also said that the GIS-based mapping from the 2008 master plan would need updating and that an economic development chapter could cover business concerns.
- John Kelly stated his concern regarding taxable property and that the University is exempt from taxes, which does not help the town with revenue. He also feels the analysis on setting the tax rate should be looked into and be modified.
- John Randlett stated that he feels the outline Paul Wilson gave the board is very comprehensive and appreciates the work he put into this.
- Paul Wilson mentioned that number five should have noted draft. Then have the consultant send this out and compile all the information that comes back.
- Sharon Penney mentioned they might want to add a seventh component. An update to the GIS mapping to include natural resources and any other changes and updates in recent land use and developed areas.
- Paul Wilson believes Zoning Ordinance needs to be changed. Zoning is law and the Master Plan is a guideline.

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- John Randlett believes the Planning Board should have a meeting with the public each year to go over the Master Plan and note any changes that have happened.
 - Jack Scarborough believes this should be normal procedure, however he realizes the board has been busy with other things.
 - John Kelly would like to see more charts and graphs as this is easier for people to understand verses the words.
 - Frank Miller stated that he believes the board needs to re-evaluate the names of the zones. Most people do not understand the definition of most of the zones. The name of the zone and the use do not connect.
 - Sharon Penney stated that re-writing the Master Plan will let the board know what else needs to be re-written.
 - John Randlett feels they have a good foundation to start the process of the Master Plan re-write over the next two years.
 - Sharon Penney feels they are at a good place as well. She mentioned that she will write up a draft RFP and bring this to the next meeting for the boards review.
 - The board feels putting this up on the website is a good idea as well. This might catch more people's attention to what is going on with this process.
 - John Kelly feels they should put this in the paper as well. He feels this has been shuffled to the back of things and needs to be made more obvious by putting this in the middle of the paper.

PUBLIC COMMENTS:

- Frank Miller stated to the board that he brought up the zoning changes because the terminology and the use are not adding up. People are sticking to the terminology that does not really cover the use. This is why he strongly recommends changes to the zoning names.
- The board stated their appreciation to Paul Wilson for writing up such concise list for Sharon Penney to draft an RFP. They also thanked Sharon Penney for noting there needs to be a re-write to the Zoning Ordinance.

ADJOURNMENT:

- Jack Scarborough made a motion to adjourn; motion seconded by Paul Wilson. All in favor. Meeting adjourned at 7:31p.m.

PLEASE NOTE:

The public is invited to attend all meetings of the Planning Board. During official public hearings, the public is welcome to speak. For other items the public may speak at the discretion of the chair/board. Files on the applications and items above are available for inspection in the Planning Department in Town Hall, from 8:00 a.m. to 4:30 p.m., Monday through Friday. These applications and items are subject to change prior to final action. Contact the Planning Department if you have questions or comments about these or any related matters or if you have a disability requiring special provisions for your participation at 536-1731 or you can e-mail the Town Planner, Sharon Penney at: spenney@plymouth-nh.org.

Respectfully Submitted,
Lisa Vincent