

**PLANNING BOARD
WORKSHOP MINUTES
OCTOBER 13, 2004**

ROLL CALL:

Lee Maloney, Chairman – Present
Ross McLeod, Secretary – Present
Pamela Skinner, Regular Member – Present
Bruce Breton, Selectmen – Present

Nancy Prendergast, Vice Chairman – Present
Walter Kolodziej, Regular Member – Present
Phil LoChiatto, Regular Member – Excused
Chris Doyle, Selectmen Alternate – Excused

OTHER ATTENDEES:

Al Turner – Director of Planning & Development
Rebecca Way – Planning & Development Office
Karl Dubay, MHF Design
Eric Nickerson, Nickerson Development

Ms. Maloney opened the meeting at 7:35 pm.

CORRESPONDENCE:

- Request for Building Permit on Class IV road; Sawtelle Road. Mr. Kolodziej motioned to recommend to the Board of Selectmen that the applicant take all reasonable safety precautions, have an area for staging, keep equipment off the road and provide protection to the pond area. Ms. Prendergast seconded. Passed 4-0-1; Mr. Breton abstained.

ROAD BONDS

- Windham Restaurant; total bond release of \$1,334. Mr. Kolodziej motioned to grant. Ms. Skinner seconded. Passed 4-0-1; Mr. Breton abstained.

PUBLIC MATTERS:

Proposed Zoning Amendments

The following items were discussed:

- Village Center District
- Master Plan
- Growth Timing Ordinance
- Interim Growth Management Ordinance on Route 28
- Impact Fee Study
- Building Code
- Elderly Housing Cap
- Green Building
- FEMA Flood Maps and Flood Plain Ordinance
- Fence Ordinance
- School Impact Fees/Manufactured Housing
- Open Space residential Subdivision

Discussion ensued regarding Village Center District including public input from Mr. Nickerson and Mr. Dubay. Another meeting has been scheduled for October 28 at 7 pm in the Town Hall. All land owners and developers/engineers will be notified to attend.

Planning Board has scheduled to meet with Taintor and Associates on all remaining workshop dates to discuss Master Plan. In general, Planning Board will meet with Taintor and Associates from 7-9 p.m., and address other business (zoning amendments) from 9-10:30 p.m.

No action proposed on Growth Timing Ordinance or Rte 28 Interim Growth Management Ordinance.

Impact Fee Study for all municipal impacts will be pursued.

Planning Board agreed to proceed with the adoption of the 2003 International Residential Building Code.

The Planning Board is recommending an increase from 6% to 10% in the Elderly Housing Building Cap.

Discussion of Green Building deferred.

FEMA Flood Maps and Flood Plain Ordinance will be updated to allow the issuance of Flood Damage insurance in Windham.

More information requested regarding updating Fence Ordinance.

Manufactured Housing definitions and impact fee requirements will be updated.

No action proposed on Open Space Residential Subdivisions.

CORRESPONDENCE (CONT'D):

- Letter; DOT
- Letter; RPC
- Letter; Selectmen meeting scheduled for Nov 15th with DOT; PB to attend.

Motion to adjourn by Mr. Kolodziej, seconded by Mr. McLeod. Approved 6:0. Meeting adjourned at 10:35 pm.

These minutes are in draft form and have not yet been reviewed and approved.

Respectfully submitted, Nancy Prendergast.