

**Windham Village District Zoning Sub-Committee
Meeting Minutes
Monday January 7, 2013**

Present:

Kristi St. Laurent
Bev Donovan
Sy Wrenn
Nancy Kopec
Tracey Partington

Meeting Opened: 5:10

Introductions

1) Meeting Minutes

- a. 03December2013 – Approved 4-0-1

2) Community Wells and Septic:

- a. Chairman Wrenn gave some background on this subject that we addressed during several meetings in 2012. He felt that we had reached the limits on our ability to impact this area in the VCD and it would be best if we put this on the back burner until if and when it was clear that there was indeed more that could be done on this topic. The remainder of the committee agreed unanimously as we addressed these topics in the new ordinance language and it's heavily regulated by the town, DES, etc.

3) Public Hearing Outreach:

- a. Chairman Wrenn explained the importance of educating the voters on the revised ordinance by writing letters in the paper and other means. He and Kristi shared the incorrect letter written on January 5th in the Union Leader and the corrections that would be made in an upcoming edition. Four letters will be written and submitted to the Windham Independent and Pelham-Windham News (potentially the Union Leader and Eagle Tribune/Salem Observer as well) on topics such as:
- i.** Where is the VCD and what is it (Ms. Kopec)
 - ii.** Who's on the VCD committee, why did we revise the ordinance and how did we develop the new ordinance (unassigned)
 - iii.** Why is the timing of this new ordinance important? What are the advantages to the town and what potential tax revenue impact could be seen over time? (Ms. Donovan)
 - iv.** What will happen if this ordinance is approved as written? (Ms. St. Laurent)
- b. Kristi and Tracey will use these letters to draft a Powerpoint presentation with photos that will be reviewed on WCTV and made available at such venues as the Town Deliberative Session and the vote (outside school) and

potentially the Windham Democratic Town Committee meeting prior to the town vote and any business expos upcoming.

4) Design Review/Site Plan Regulations:

- a. Chairman Wrenn explained that new guidelines were passed in 2012 and the committee's primary role remaining is to address each page of the new guidelines and determine any changes necessary to also apply appropriately to the VCD. Committee members must read guidance prior to next meeting and bring a printed version to the meeting. Any changes that are made by this committee will be presented to the Planning Board at the end of 2013 for the 2014 vote. We can also compare the guidelines to the Site Plan Regulations to determine if these regulations are a better fit for the VCD.

5) New Business: none

Ms. Donovan motioned to adjourn 6:08. Approved 5-0