

**CANDIA PLANNING BOARD  
PUBLIC HEARING  
MINUTES of March 18, 2009  
APPROVED**

**Present:** Mary Girard, Chair; Kim Byrd, Vice Chair; Judi Lindsey; Sean James; Ginny Clifford; Joe Duarte, Selectmen's Rep Amanda Soares, Alternate; Scott Komisarek, Alternate; Ed Fowler, Conservation Committee; Dennis Lewis, Road Agent; Susan Wilderman, Conservation Commission

**Absent:** Garrick Asselin

Chair Girard called the meeting to order at 7:00 p.m. S. Komisarek to sit for G. Asselin.

**Review of Minutes**

1/09/09 K. Byrd **motioned** to accept the minutes as presented. J. Duarte **seconded**. **All were in favor**. J. Lindsey and G. Clifford abstained.

2/04/09 S. James **motioned** to accept the minutes as amended. J. Lindsey **seconded**. **All were in favor**. K. Byrd and G. Clifford abstained. The following amendment was made:

- Page 3, 1st paragraph from the bottom, 4<sup>th</sup> line change "Szot" to "Lindsey".

2/18/09 J. Duarte **motioned** to accept the minutes as amended. K. Byrd **seconded**. **All were in favor**. G. Clifford abstained. The following amendments were made:

- Page 2, 1<sup>st</sup> paragraph, 8<sup>th</sup> line change "were" to "where", 3<sup>rd</sup> paragraph 6<sup>th</sup> line change "Boyd" to "Byrd". 4<sup>th</sup> paragraph, 2<sup>nd</sup> line change "innovated" to "innovative".

**New Planning Board members**

Chair Girard introduced Ginny Clifford who was elected March 10, 2009 to the Planning Board and congratulated J. Lindsey on her re-election to the Planning Board. There was a discussion on appointment slips which the Land Secretary will look into.

**Harbor Street, Crowley Road Map 414 Lot 090 Extension**

Malcolm McNeill of McNeill Taylor & Gallo, applicant's attorney, Steve Michaud of Doucet Survey Inc, applicant's engineer were present. Chair Girard informed the Planning Board had received a written request for a 60 day extension to complete conditions. M. McNeill asked to have the request amended until June 30, 2009. He summarized the approval requirements for placement of security of \$205,000 for upgrades to Crowley Road. This is the only condition not complied with. The applicant said they had asked if they could post security at the time building permits were issued but the Planning Board said this was not acceptable an procedure. M. McNeill said with the economic times the applicant presumes he should be in a better position financially by summer to post the money for the road improvements. The applicant was asked if the lots were advertised for sale and he was not sure. A. Soares said there are for sale signs on property. D. Lewis said that if the money is not posted until June 30, 2009 then the road improvements would be a fall project as another project is planned for summer.

M. Girard **motioned** to grant the extension to June 30, 2009 to complete the conditions. J. Duarte **seconded**. K. Byrd clarified that this is the second and last extension that will be given. **All were in favor**.

**SNHPC CTAP money Discussion**

Jack Munn was present from Southern NH Planning Commission. Chair Girard clarified that the use of the remainder of the money from first CTAP grant has been extended to December 2009. J. Munn said he met with Karen Lessard at the School and he does not recommend pursuing a school impact fee at this time. The school is not looking into capital investments at this time and the impact fee cannot be used for repairs or maintenance. J. Munn said the town has to have a warrant article adopted by the voters' specific to an investment to expand capacity before a school impact fee could be imposed.

K. Byrd said Candia has had a capital reserve started for school improvements for the past 3 years but was voted down this year. D. Lewis asked if impact fees were collectable if the warrant article didn't pass one year. S. James asked if expansion within the school would work qualify. J. Munn said it would not count if you were taking down walls to make rooms larger. S. Komisarek pointed out that there has not been enough residential growth to make an impact on the school.

J. Duarte asked how much money was spent to date. J. Munn said there is a balance of \$4,604.00 from the original \$15,000 CTAP Grant. He said the Town needs to spend the balance before December 2009 or lose the funds. J. Duarte said he was in favor of the conservation commission using the funds for a Cost of Community Services Study if the funds were not needed for anything else.

J. Munn said what is left to fund from the first CTAP Grant is a public hearing for the two impact fees, two separate accounts to collect the fees and a calculation form to use to determine the fees.

E. Fowler said he had applied for the Space Grant and received \$1,500 to be used towards the COCS (Cost of Community Services). E. Fowler said the grant reimburses paid invoices up to \$1,500.00. He said the study will cost approximately \$5,000 and that the study will give clarification on residential and commercial costs for services versus tax dollar received. The question was asked if this be would be for open spaces as well and J. Munn replied yes. J. Munn said the study is a static analysis for the year the study is done. J. Duarte believed this would eliminate a lot of questions. S. Komisarek asked if it included agriculture and J. Munn said that it would be included in open space.

J. Duarte **motioned** to allow the Conservation Committee to use the balance of the first CTAP Grant less \$600.00 to cover the final costs on the impact fee studies and upon approval of the final Draft of the Traffic Impact Study by the Town Attorney; for a Cost of Community Study. J. Lindsey **seconded**. **All were in favor**.

J. Munn said an Open Space Study is currently being done by SNHPC for Candia, Raymond, Deerfield and Hooksett. This study is all new not just an update. The Conservation Commission has a copy of the 2001 Open Space Study in the Town Hall. E. Fowler said the Conservation Committee used the study in planning which properties they would consider asking to approach for easements.

J. Munn presented the Board with the revised final Draft of the Traffic Impact Study that included updated costs from \$75 to \$85 linear foot. D. Lewis clarified this number includes rebuilding.

J. Munn said a one lane mile would now cost \$448,000 for paving. He said the impact fee matrix is based on different land use types. The fee for a residential, single family unit that includes two credits, 25% for Solid Waste and 25% for Highway Block Grant money would be \$360.00. For commercial buildings the fee would be \$14.12 per square foot. D. Lewis said the Town of Candia does not use any of the Highway Block Grant money for upgrades to roads and uses the entire grant to help fund the maintenance budget. J. Munn said if this credit is taken out the cost would be \$705.00 per single family and \$18.82 a sq foot for a commercial building. J. Duarte asked for clarification of the 25% credit being taken out. K. Byrd asked why fees would be the same for a 5000 sq ft home versus a 1000 sq ft home. J. Munn said it is based on trips not on the size of home. A grocery store would generate more trips than a single family home. He said the fees are broken down further from single family to apartments as well. Affordable housing most likely would fall in single family. S. James asked about future updating. J. Munn said unless any categories are changed an update is not needed but recommends that fees be looked at every year to reflect actual costs.

J. Munn said the fees could not be implemented until after public hearing and formally accepted. Chair Girard said the Traffic Impact fee Study would be given to the Town Attorney to review before any decision is made to take out the 25% reduction.

Chair Girard said the Planning Board would have a separate meeting to discuss using the second CTAP Grant.

#### **Discussion Zoning Amendments from March 10, 2009 voting**

Chair Girard said all the amendments passed showing the Town has faith in the Planning Board. The 8<sup>th</sup> amendment was printed in the town report but did not make it to the ballot. It was not clear what happened. There was a discussion if a special election was the only way to remedy this. J. Duarte said he would ask the Town Attorney's opinion on the omission of amendment #8 on the ballot. K. Byrd suggested noticing #8 Zoning Amendment saying it would be placed on the March 2010 ballot.

Chair Girard brought up two more corrections for the Zoning Amendments; 5.06 7b for removal of underlining and 5.06 14 for removal of duplicated wording. They both are grammatical errors.

M. Girard **motioned** to correct the two grammatical errors: 5.06 7b removal of underlining and 5.06 14. removal of duplicate wording. J. Duarte **seconded. All were in favor.**

Chair Girard asked the Land Use Secretary to bring in the Zoning and Subdivision corrected pages to the April 15<sup>th</sup> meeting to distribute to the Board and to have the Board bring in their regulations to update them.

#### **BrownFields**

S. Komisarek asked for clarification about who he is to report too in regards to Browns Field as there was confusion with a prior meeting being cancelled. Chair Girard said that he is to report to the Planning Board and that he is welcome to be the Browns Field representative for the Planning Board. S. Komisarek said he would set up a preliminary meeting with Jack Munn and report back to the Planning Board.

#### **Election of Officers (Chairman and Vice Chairman)**

Chair Girard said she would like to continue for another year as Chairman and asked if anyone else was interested in the position.

J. Lindsey **motioned** to nominate Mary Girard as Chairman of the Planning Board. J. Duarte **seconded. All were in favor.** J. Lindsey said she was grateful for her volunteering another year.

J. Duarte **motioned** to nominate Kim Byrd as Vice Chairman of the Planning Board. K. Byrd declined the nomination saying he would like to see other members gain experience.

K. Byrd **motioned** to nominate Sean James as Vice Chairman of the Planning Board. S. James said he would accept the nomination. J. Lindsey **seconded. All were in favor.**

#### **ZRRC Committee**

S. James asked about officially starting up the ZRRC committee in April. A. Soares said she has set April 14, 2009 as an initial meeting and anyone interested is welcome to come. She said the ZRRC committee would start addressing the Workforce Housing issue. Chair Girard asked the ZRRC Committee to start a folder and make sure Amendment #8 that did not make the 2009 Ballot would be included on next year's ballot.

It was the consensus of the Board to cancel the April 1, 2009 Planning Board meeting. The Planning Board's next scheduled meeting is April 15, 2009.

Duarte **motioned** to adjourn at 8:30pm. J. Lindsey **seconded. All were in favor.**

Respectfully submitted,  
Sharon Carrier  
Land Use Secretary