

**TOWN OF GOSHEN
PLANNING BOARD
APPROVED MEETING MINUTES
APRIL 25, 2006**

Members Present: Chairperson John Wirkkala, Vice Chairperson Allen Howe, Judith Filkins, Rich Moen, SelectBoard representative James Carrick, Jack Scranton, and Ingrid Locher

Others Present Included: James Lowe, reporter for the *Argus Champion*

Board Secretary Ingrid Locker supplied draft minutes from previous meetings and found it necessary to leave on a personal matter prior to the opening of the meeting.

Chairperson Wirkkala called the meeting to order at 7:15 p.m.

Agenda Item 1: Correct minutes of previous meetings

The Board corrected draft minutes of previous meetings for March 15, March 28, and April 4, 2006.

Agenda Item 2: Gary Caron Excavation Site – Discuss expired permit and reclamation issues

The Board members received copies of an e-mail exchange between the Chairperson and Attorney Bernard Waugh, Jr. on the uncertain status of the Gary Caron excavation site. The Board will await Atty. Waugh's advice before taking any action in this matter.

Agenda Item 3: Update on preparations for Area Planning Boards meeting on 6/22/06 – Jack Scranton

Jack Scranton updated the Board on the future Area Planning Boards' meeting set for June 22 at the Goshen-Lempster School. Mr. Scranton indicated that he had met two Planning Board members from Sullivan, NH who were interested in attending the meeting. He also said that he would be encouraging all board chairpersons to invite their full boards to attend.

Agenda Item 4: Update on Goshen's Natural Resources Inventory – Allen Howe

Allen Howe described his work with the Natural Resources Inventory. He received a new CD and data glossary from the inventory's developer, Watershed to Wildlife. In response to a question from Ms. Filkins, Mr. Howe said that he was using the inventory as a tool to analyze the Mountain Reach project and that he would share his findings at the May 2nd hearing on the project.

Agenda Item 5: Distribution of documents

The Chairperson distributed the following documents to Board members:

- a. New copies of the *Goshen Zoning Ordinance and Building Ordinance* as amended March 14, 2006
- b. A reference work "provisions for Special Exceptions in the Goshen Zoning Ordinance and Building Ordinance," March 2006, which lists the sixteen specific items for which special exceptions may be granted by the Goshen ZBA.
- c. Updated copies of the Goshen "Planning Board Secretary's Handbook," as revised March 2006.
- d. "The Planning Board in NH," a recent OEP publication which the Board asked the Chairperson to purchase for members at the OEP conference in Manchester on April 1st.
- e. "Municipal Zoning and the Board of Adjustment," an OEP reference work that provides a good description of the ZBA's role in administering the Town's zoning ordinance.
- f. "Restrictive Development Regulations Fuel Affordable Housing Crisis," a March 2006 press release from the Home Builders and Remodelers Association of NH, copies of which were provided for all Board members courtesy of Doug and Ann O'Clair.

Agenda Item 6: Planning Board Library – Setting up and maintaining a resource library for members

The Board spent some time discussing what to do with useful documents and publications which arrive addressed to the Planning Board. The Chairperson suggested the desirability of having a resource library for member use. Mr. Carrick and Mr. Howe suggested that perhaps the Goshen Library might be able to perform this function.

Agenda Item 7: Building Committee Space Requirements Questionnaire – Quantification of Planning Board building space needs

The Board spent some time reviewing the specifics requested in the Building Committee's "Space Requirements" questionnaire. It was determined that the Chairperson should inform the Building Committee that the Planning Board "guesstimate" was that we needed 50 to 75 parking spaces at present and as many as 100 five years from now. The large meeting room should be large enough to hold 100 people, the smaller meeting room should be perhaps ¼ to ½ again larger than the existing room that is utilized by the Goshen Police (formerly the meeting room on different nights of the week for the Planning board, ZBA, and Conservation Commission). The Board

anticipates the need for two map cabinets – each about 40” wide, 28” deep, and 40” high – and six four-drawer filing cabinets. Archival storage should probably be part of a Town archive shared by all departments. As a “guesstimate,” the Planning Board may need a space 12’ x 12’ x 12’ in such an archive. In addition to supplying these specifics to the Building Committee, the Chairperson was requested to express the Board’s opinion that it might be very useful for the Building Committee to consider consulting with other larger New Hampshire communities (ones that may be near the size of a built-out Goshen) to find out what their current employee and space requirements are like – the assumption being that this would be the type of space that Goshen should be planning on having available in the future.

Agenda Item 8: Other Business – Brief updates

The Board briefly reviewed the status of the draft “Planning Board Rules of Procedure” (still awaiting the Town Attorney’s review); the municipal law update presentation of Mr. Waugh, especially regarding “Mandatory Preliminary Review of Site Plans” (the Board considers this a worth-while matter for future voter consideration); and the PSNH request that they be allowed to review new subdivision and site plans as they affect PSNH easements.

Ms. Filkins motioned to adjourn. Mr. Howe seconded. The Board adjourned at 9:55 p.m.

Respectfully submitted,
John Wirkkala, Chairperson, Acting as Secretary