

DEERFIELD PLANNING BOARD
DEERFIELD, NEW HAMPSHIRE

JUNE 12, 2013

MINUTES OF MEETING

PRESENT: Board members Fred McGarry, Kate Hartnett, Lisa Wolford, Peter Schibbelhute. Also present Planning Consultant Gerald Coogan and secretary Jane Boucher.

Chair Fred McGarry called the meeting to order at 7PM.

APPROVAL OF MANIFEST

Peter Schibbelhute moved and Lisa Wolford seconded to approve the manifest in the amount of \$3,616.01. (KNA \$880.50, Jane Boucher \$21.47, SNHPC \$2,714.04, three time sheets for Jane Boucher 15 hours, 14 hours, 11 1/2 hours) Voted in favor.

APPROVAL OF MINUTES

Lisa Wolford moved to approve the minutes of May 8, 2013 as printed. Peter Schibbelhute seconded. Voted in favor with Kate Hartnett abstaining.

CIP

Chair McGarry advised of a request from the School Board for an extension to submit the Worksheet and Submission for for the CIP.

Board members agreed to grant an extension to the first week in August, 2013.

7:15PM PUBLIC HEARING; ADOPTION OF ENERGY CHAPTER/MASTER PLAN
Chair McGarry read the Notice of Public Hearing to consider adoption of the Deerfield Master Plan/Energy Chapter.

No one spoke in favor or in opposition.

7:20PM Chair McGarry closed the Public Hearing.

Board members discussed changing several suggested deadline dates in the "Deerfield Master Plan Energy Chapter Action Plan".

Lisa Wolford moved and Peter Schibbelhute seconded to adopt the Energy Chapter of the Deerfield Master Plan with changes of dates as indicated. Voted in favor.

7:30PM DEERFIELD VILLAGE AND CORRIDOR PROJECT

Jack Mettee, Mettee Planning Consultants was present.

Mr. Mettee that he had been working with the Town of Salisbury

on the CPG village project. They conducted a one-day design charrette with the goal of establishing a graphic vision of what the future might hold for the village. He believes this is a very good tool for garnering local support and interest. He added that Ben Frost, NH Community Grant Program, was present and indicated he was impressed with the results of the charrette and how it might lead to a better understanding to final regulatory changes. Mr. Frost indicated that he would be supportive of an add on by Deerfield to the current CPG program.

Mr. Mettee provided information on a "Design Charrette " for the Boards review. A copy is attached to these minutes.

Board members discussed applying for a grant in the amount of \$6,400.00 at cost of \$400.00. Members present indicated approval of applying for a grant. Chair McGarry will schedule a meeting with the Board of Selectmen for approval.

Board members reviewed a proposal from Mettee Planning Consultants to provide Professional Planning Services for the Downtown Village and Corridor Project in the amount of \$14,000.00. In his proposal hid outlined the schedule of work and fees for consulting services.

Lisa Wolford moved to authorize the chair to sign the contract submitted by Mettee Planning Consultants in the amount of \$14,000.00. Peter Schibbelhute seconded. Voted in favor.

8:30PM SITE PLAN REVIEW REGULATIONS

Lisa Wolford moved to conduct a Public Hearing on June 26, 2013 to consider adoption of Site Plan Review Regulations . Peter Schibbelhute seconded. Voted in favor.

ROLLINS EARTH EXCAVATION

The Planning Board will conduct a site visit to the Rollins Excavation Site on Parade Road on Saturday, June 29, 2013 at 8:30AM.

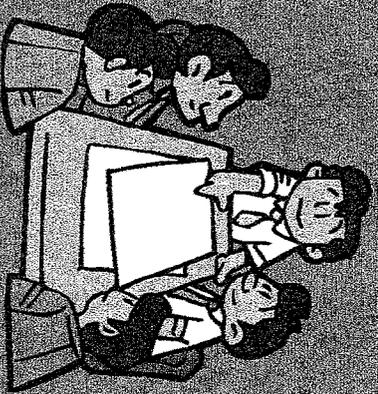
Lisa Wolford moved and Peter Schibbelhute seconded to adjourn the meeting at 8:50PM. Voted in favor.

Recorded and transcribed by Jane Boucher
Pending approval of the Planning Board

What Is a Design "Charrette"?

French Beaux-arts term for for a short, intensive design/planning activity.

1. Pre-Charrette, focuses on developing and working with an advisory committee (PB).



- Charrette planning
- Public engagement
- Advertise, advertise



What is a Design Charrette?

3. Post-Charrette—focus on implementing the plans and designs.

- Summary document
- Action steps—physical & regulatory changes
- Present findings and actions to community groups.
- Revised land use regulations

