

**RYE PLANNING BOARD
LONG RANGE PLANNING COMMITTEE
MEETING**

**Thursday, November 7, 2019
9:30 a.m. – Rye Town Hall**

Present: Chair Patricia Losik, Nicole Paul, Jeffrey Quinn and Planning/Zoning Administrator Kim Reed

I. Call to Order

Chair Carter opened the meeting at 9:30 a.m.

II. Review of the Draft LDR

The Committee received copies of the Land Development Regulations draft with the most recent updates and revisions.

Planning Administrator Reed noted the draft is scheduled to go before the full Planning Board at their November 12th meeting for discussion and to schedule a public hearing in January. The document is in a final draft form so it has been posted on the website for the public to review. The revised drafts have been available for the public since July. The Planning Board has also had the drafts since July. A public forum was held with no members of the public in attendance. At this point, there should just be a few minor revisions. There are some comments coming from the Town's engineer and there are also some questions for the Public Works Director. Other than that, this has been vetted and fully reworked. This draft is in each of the Planning Board packets for the meeting on the 12th for discussion. If there are some changes from the Board, those can be sent to her for final edits. The document will then move on to a public hearing in January for adoption. If there are any requested changes at the public hearing, a second public hearing will need to be scheduled; however, that should not be the case since the document has been available since July. Mrs. Reed also noted the document has been vetted by Attorney Donovan, the Public Works Director and Sebago Technics with work from Julie LaBranche, Rockingham Planning Commission.

Julie LaBranche reviewed the recent revisions in the document:

- Page 2, Penalties paragraph deleted per Attorney Donovan's suggestion. RSA that allows the Town to invoke penalties remains.
- Page 3, Technical Review is all new information. A section was also added regarding completeness review for telecommunications facilities. Once the application is filed for a site plan review, the Planning Board has 30 days to review and get back to the applicant on whether more information is needed to complete the application. A new Planning Board policy/procedure should also be adopted to address this.

Article III & Article IV: Application and Submittal Requirements

- Page 9, paragraph has been added regarding color coding for plans submitted.
- Page 18, profile and cross-section scales have been added per Attorney Donovan's request.

- Page 19, Historical and cultural resources added under Site Impact Analysis. Also, sections regarding condo documents, easements, deeds and covenants has been added, as they should be part of the application and submitted to the Planning Board.
- Page 21, under Final Site Plan Review Applications the sections regarding condo documents, easements, deed and covenants was added for Major Site Developments and Condo Conversions.
Article VI: Land Development Standards
- Page 29, a new section was added under 602.2, Streets. Until a street is accepted as a public way, maintenance and operations of that road is the responsibility of the developer or homeowner's association.
- Page 35, A paragraph regarding Certificate of Monumentation was requested to be added by Attorney Donovan.
- Page 36, Under Off-Site Improvements a paragraph regarding drainage had been removed, at an earlier date, but was put back in again.
- Page 40, under Subgrade Preparation, a reference was made to the NHDES administrative rules, which addresses legal versus non-legal fill.
- Page 43, Standards regarding High Intensity Soil Mapping was updated.
- Page 47, Under 612; Coastal Climate Adaptation and Resilience, reference to the NH Coastal Flood Risk Summary was referenced.
- Page 48, clarifying revisions were made in regards to standards for site plan review and subdivision applications. Language was added that is consistent with septic standards in previous section to be clear.
Article VII: Construction Performance Guarantee and Inspections
- Page 51, Under Section 701, an addition was made to "self-calling letter of credit or cash surety" per Attorney Donovan's request.
- Page 51, Under Maintenance During Development, stormwater management was added, along with a sentence addressing cost estimates with review by town engineer and Planning Board.
- Page 53, An MS-4 requirement regarding final as-built plans, which need to be submitted within 2 years of completion of construction, was added.
Appendix A - Definitions
- Page 58, clarification and revisions were made to some of the additions per Attorney Donovan's suggestions.
Appendix B – Erosion and Sediment Control Standards
- Page 65, an addition was made referencing RSA 676:17.
- Page 73, the option to allow for off-site mitigation will be removed.
- Page 74 & 75, Easements was added to Section 609.9, Inspection and Maintenance Responsibility.
Appendix E – Landscaping Standards
- Page 83, a statement was made regarding best practices for controlling and/or eliminating invasive species.
Appendix F – Fee Schedule
- New fees were updated.
Appendix G – Application Form and Checklists
- Page 87, the applicant's checklist for applications was updated. Another review of all checklists will be done by Ms. LaBranche and Planning Administrator Reed.
Appendix J – Driveway Regulations
- This whole section was added to the document.

The Committee made other minor edits and suggestions as Ms. LaBranche went through the review of the document. It was agreed to make the seal on the cover larger and in blue. It was also agreed the title should be; **Land Development Regulations: Site Plan Review and Subdivision.**

III. Discuss Public Forum and any additional comments that come in from Board and public since then

- **The Land Development Regulations: Site Plan Review and Subdivision will be presented to the full Planning Board at their meeting on November 12th, 6:00 p.m., Rye Public Library, for discussion and vote to move to a public hearing on January 14th.**

IV. Open to Public

No members of the public were present.

Adjournment

Motion by Tim Durkin to adjourn at 10:40 a.m. Seconded by Katy Sherman. All in favor.

Respectfully Submitted,
Dyana F. Ledger