



## TOWN OF DURHAM

8 Newmarket Rd

Durham, NH 03824-2898

603/868-8064

Michael Behrendt, Durham Town Planner

[mbehrendt@ci.durham.nh.us](mailto:mbehrendt@ci.durham.nh.us)

### **DURHAM PLANNING BOARD**

**Wednesday, August 28, 2024**

**Town Council Chambers, Durham Town Hall**

**7:00 p.m.**

### **AGENDA**

- I. Call to Order
- II. Roll Call and Seating of Alternates
- III. Approval of Agenda
- IV. Town Planner's Report
- V. Reports from Board Members who serve on Other Committees
- VI. Public Comments
- VII. Review of Minutes (old):
- VIII. **Extension for 121 Technology Drive.** Request for extension to meet precedent conditions for site plan for improvements to light industry building at 121 Technology Drive. Brandon Kelly, R. J. Kelly Company, property owner. Shawn Smith, R. J. Kelly, applicant. Map 204, Lot 2, Office Research Light Industry District. *Recommended action:* Approval
- IX. **Public Hearing – Workforce Housing Zoning Amendment.** Amendment for a proposed new Article XVIII.1 - Workforce Housing Overlay District for the purpose of providing opportunities for the development of workforce and affordable housing and to ensure the availability of a diverse supply of rental housing. The article includes provisions regarding density, rent levels, types of dwelling units, other allowed uses, open space, infrastructure, and other matters. The overlay district includes two areas: 1) most of the Office Research District and a large parcel in the Residence Coastal District; and 2) the entire Office and Research Light Industry district located north of Mast Road. Related changes are made to several other articles including the density allowance for workforce housing in conservation subdivisions. *Recommended action:* Close public hearing and work on changes to the draft ordinance.
- X. **Amendment to Zoning Definitions.** The Planning Board prepared an extensive set of changes to Article II – Definitions, including related changes to the Table of Uses, and forwarded the proposal to the Town Council. The Town Council offered numerous comments and returned the proposal to the Board for further consideration. As part of this review the board may also consider additional changes to the Table of Uses *Recommended action:* Continued discussion.
- XI. **Other Business**
  - **Recommendation from the Durham Energy Committee to allow Small Group Net Metering in the Core Commercial Zoning Districts**
  - **Discussion about expanding residential options in the downtown area**
- XII. Review of Minutes (new): July 24, 2024 and July 31, 2024
- XIII. Adjournment

#### Planning Board members

(7 voting)

Paul Rasmussen, *Chair*  
Sally Tobias, *Vice Chair*  
Tom DeCapo  
Emily Friedrichs, *Council Rep*  
Richard Kelley  
Peyton McManus  
Rob Sullivan  
Heather Grant, *Council*  
*Alternate*  
Erika Naumann Gaillat,  
*Alternate*

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Michael Behrendt, *Town*  
*Planner*  
Patricia Denmark, *Minutes*  
*Taker*

(over)

## **\*ZOOM ACCESS**

The Town of Durham offers access to meetings with Zoom and Durham Cable Access Television (DCAT) as a convenience to the public. Zoom is generally reliable for watching meetings and offering comments when allowed. However, due to factors outside our control, occasionally access on Zoom does not work properly. **We cannot guarantee that Zoom will always be available seamlessly and suggest that people who want to ensure being able to watch and participate attend the meeting in person.**

To access any LIVE Zoom Public Meeting, you must be **Registered**. This link will take you to the registration page for all public meetings: [https://www.ci.durham.nh.us/boc\\_dcatgovernance/zoom-video-meeting-schedule](https://www.ci.durham.nh.us/boc_dcatgovernance/zoom-video-meeting-schedule). If you have difficulty logging in, contact DCAT: **603-590-1383**.

## **\*OTHER INFORMATION**

- 1) **Role of the Planning Board**. The role of the Planning Board is to oversee and plan for the harmonious and functional physical development of the town of Durham by preparation of the Master Plan, adoption of Site Plan and Subdivision Regulations, making recommendations about the Zoning Ordinance and the Zoning Map, reviewing development proposals, providing comments on the Capital Improvements Program and generally advocating for smart growth principles.
- 2) **Public hearings and public comments**. *The public is welcome to speak at all public hearings and during the Public Comments time*. Comments on all matters, except those for which a public hearing is on the agenda, should be made during the Public Comments time (including comments on agenda items this evening). The public may speak and submit written/email comments on any subject germane to the business of the Planning Board except active matters where the public hearing has been closed. When a public hearing will be scheduled soon for a specific item the board may require that comments at the meeting be made at the hearing.
- 3) **Submission of comments in writing**. Emails and letters should be sent to Michael Behrendt, Town Planner, at [mbehrendt@ci.durham.nh.us](mailto:mbehrendt@ci.durham.nh.us) or at the address above. Correspondence about current Planning Board matters, except where the public hearing has been closed, will be a) emailed to the Planning Board; b) mailed to the board members if received by the Thursday prior to the meeting or distributed to members at the meeting if received later; and c) posted on the Town's website.

Any email, letter, document, or other information that is pertinent to a decision which the Planning Board is expected to make at the upcoming Wednesday meeting, must be received in the Planning Office by the prior Monday at 5:00 p.m. or the board will consider the submitted material only at its discretion (This limitation does not apply to comments made at the actual public hearing).

- 4) **Other information**. Files on the agenda items above are available for review on the Town website <https://www.ci.durham.nh.us/>. Agendas marked as "Preliminary Agenda," are subject to change. The final agenda will be posted on the Town's website on the Friday prior to the meeting. To see background documents related to specific agenda items, see the agenda on the website and click on any green **highlighted** items.
- 5) **Contacting us**. Contact the Planning Department with questions or comments about any planning-related matters. Call (603) 868-8064 or email Michael Behrendt, above, or Tracey Cutler, Administrative Assistant, at [tcutler@ci.durham.nh.us](mailto:tcutler@ci.durham.nh.us).
- 6) **Recommended actions**. Actions recommended by the Town Planner are shown at the end of most items. The Planning Board may or may not take these actions and may take other actions not stated.
- 7) **New items of business**. Unless approved by a 2/3 vote of members present, no new item of business shown on the agenda will be taken up after 10:00 p.m.
- 8) **Communication aids**. Please provide the Town 48-hours notice if communication aids are needed.
- 9) **Next meeting**. The next board meeting will be on **September 11, 2024**.