



PLANNING DEPARTMENT

Town of Durham

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PROPOSED AMENDMENTS

Regarding Notices and Public Hearings

For Site Plan and Subdivision Applications and Rules of Procedure

For Public Hearings on Amendments with the Planning Board - September 13, 2023

Proposed additions to existing regulations and rules are shown like this.

~~Proposed deletions from existing regulations and rules are shown like this.~~

***Notices for Project Applications - Sent by Mail**

Site Plan Regulations. Part II. Article I. Application Procedures. Section 1.6 Notices.

- 1.6.1 Notice of a Design Review, submission of a formal application, or a public hearing shall be given by the Planning Department to the abutters; holders of conservation, preservation, or agricultural preservation restrictions; every engineer, architect, land surveyor, or soil scientist whose professional seal appears on the plan submitted to the Board; and the applicant. The notice shall be provided by *certified verified* mail, and mailed at least ten (10) days prior to the meeting.

Subdivision Regulations. Section 5: Application Procedures. Section 5.05 Notices.

- A. Notice of a Preliminary Conceptual Consultation, a Preliminary Design Review, submission of a formal application, or of a public hearing, shall be given by the Board to the abutters; holders of conservation, preservation, or agricultural preservation restrictions; every engineer, architect, land surveyor, wetlands scientist, or soil scientist whose professional seal appears on the plan submitted to the Board; and the applicant. The notice shall be provided by *certified verified* mail, and mailed at least ten (10) days prior to the meeting (see Attachment 3a).

*** Notices for Project Applications - Posted**

Site Plan Regulations. Part II. Article I. Application Procedures. Section 1.6 Notices.

- 1.6.2 The public shall be given notice at the same time, by posting in two public places and *in a paper of general circulation in the Town on the Town website.*

Subdivision Regulations. Section 5: Application Procedures. Section 5.05 Notices.

- B. The public shall be given notice at the same time, by posting in two public places and *in a newspaper of general circulation in the Town on the Town website.*

***Scheduling Public Hearings**

Planning Board Rules of Procedure. Section 5.5 Scheduling Public Hearings.

5.5 Scheduling Public Hearings.

- a) The public hearing is held at the first meeting for:
 - Boundary line applications as determined by the Town Planner
 - Conditional uses under the Wetland Conservation Overlay District and Shoreland Protect Overlay District as determined by the Town Planner
 - Governmental applications (UNH, ORCSD, and the Town of Durham)

- b) The public hearing is held at the second meeting with a presentation at the first meeting for:
 - Site plan applications (*The Town Planner sets the date for the hearing*)
 - Subdivision applications (*The Town Planner sets the date for the hearing*)
 - Design review applications
 - Conditional use applications (See WCOD and SPOD, above)
 - Sign master plans
 - Amendments to approved projects
 - Zoning amendments
 - Site plan and subdivision amendments
 - Scenic road activity (Bay, Bennett, Durham Point, and Packers Falls Roads)