

TOWN OF SUTTON
Zoning Board of Adjustment
Pillsbury Memorial Hall
Meeting Minutes
August 21, 2013

Present: Zoning Board of Adjustment Members: Bill Hallahan, Chair, Derek Lick; and alternate, Sue Reel (Dane Headley, Doug Sweet, and Ed Canane, members; and alternate Carla Krajewski were absent); and Laurie Hayward, Land Use Coordinator

The meeting was called to order at 7:10 PM, by Bill Hallahan.

Administrative:

Minutes from the last meeting: Minutes for the meeting of June 19, 2013, were taken up. Bill Hallahan moved the minutes be approved, Derek Lick seconded the motion and it was voted unanimously.

New Business:

Schedule of Fees for Zoning Board of Adjustment appeals application: Hallahan opened a discussion about possible changes to the fee structure. The Land Use Coordinator (LUC) handed out a chart which showed current Sutton Zoning Board of Appeals application fees compared to those of surrounding towns and to fees that Jennifer Swett had recommended prior to leaving and to fees that Hallahan offered for consideration.

There was discussion about a few different approaches to fee structure, including whether to have a single fee for each different type of application or a more tiered approach reflective of costs and which might have a base fee and then an added fee if there are multiple variances requested by a single applicant on a single application and to be heard at the same hearing and an added fee for a variance and/or special exception where more than one hearing was required to make a decision. Lick explained that he was hesitant and needed to think about the idea of added fees based on cost. He pointed out that it is common in the state of New Hampshire that fees for court work be the same amount whether the actual case requires little in the way of costs and only one hearing or is extremely complex, time consuming, and, therefore quite costly. Reel added that she would be concerned about the possible claims of applicants that moving to hold an additional meeting might add cost to be borne by the applicant while having the appearance of being a financial benefit to the town. It was agreed that, as there were so few members at this meeting, the LUC would email the chart to members and the question of restructuring fees would be taken up at the next meeting.

Approved September 18, 2013

Revision to the Zoning Ordinance for 2014: The LUC explained that she had reviewed the Zoning Ordinance booklet and there were only a couple of changes that she had identified and that needed to be made for the next printing and they were not substantive and did not require voter approval. One change was an indentation/spacing issue on page 9 and one was the correction to V.C.4, Setbacks in a Rural-agricultural District, on page 10 which is currently being made “manually” to the booklets.

The LUC also pointed out that the Hazard Mitigation Committee had committed the Planning and Zoning Boards to a review of the language in the current Sutton Floodplain Ordinance to make sure that it does not conflict with the New Hampshire Model Floodplain Management Ordinance which was developed to meet National Flood Insurance requirements. The LUC noted that, because the model language was developed in 2007 and the Sutton Ordinance language has been updated since then, it is likely that a review would show that the Sutton Ordinance is not in conflict with required language. Still, a review by both the Planning and Zoning Boards is a good idea.

There was a brief discussion about the NHMA Member Bulletin for August 2013 which the LUC had emailed to members of both the Zoning and the Planning Board members and alternates and which had a section devoted to changes at the state level in Planning and Zoning laws over the past year. It was noted that the Board would need to take these changes into consideration when looking at possible revisions to the Ordinance. It was noted that any review should include especially the impact of a change to the statutes that in certain circumstances changes expiration dates from one year to two years.

It was agreed that the subject of possible revisions to the Ordinance be taken up at the next meeting.

Next meeting is to be held Wednesday September 19th, 2013 at 7pm.

There being no further business, the meeting was adjourned at 8:00 PM.

Respectfully submitted,

Laurie Hayward
Land Use Coordinator