APPROVED

LINCOLN PLANNING BOARD
REGULAR MEETING MINUTES
WEDNESDAY, JULY 22, 2015 – 6:00PM
LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN NH

Present: Chairman Jim Spanos, OJ Robinson - Selectmen's Representative, John Hettinger,

Members Excused: Vice-Chairman R. Patrick Romprey, Paula Strickon, Ron Beard (alternate & Fire Chief), Taylor Beaudin (alternate), Norman Belanger (alternate), Callum Grant (alternate)
Members Absent: None
Staff Present: Town Manager and Town Planner Alfred "Butch" Burbank, Planning and Zoning Administrator Carole Bont, and Wendy Tanner (recorder),

Guests:

- **Karen Fitzgerald** – Landscape Architect - FitzDesign Inc., 1222 Bennington Road, Francestown, NH 03043-3014
- **Vikki Keir** – of Bed Bath & Biscuit by Vikki, 1590 East Main Street, Center Conway, NH 03813
- **Jayne Ludwig** – resident and member of the Board of Selectmen in Lincoln, NH 03251

I. CALL TO ORDER by the Chairman of Planning Board; announcement of excused absences, if any, and seating of alternates(s), if necessary.

The meeting was called to order at 6:02 PM.

Planning Board members Vice Chairman R. Patrick Romprey, Ron Beard, Taylor Beaudin, Norman Belanger, Callum Grant and Paula Strickon are excused.

II. CONSIDERATION of meeting minutes from:
- June 24, 2015

Motion to approve the minutes of June 24, 2015 with minor changes.
Motion: John Hettinger Second: OJ Robinson
All in Favor: (3-0)

III. NEW BUSINESS

A. **6:00 PM –Conceptual – Vikki Keir – Proposed Dog Grooming Shop at 151 Main Street**
Vikki Keir proposes putting a dog grooming shop in the empty storefront across the street from the town offices – next to the Thai 9 Restaurant & Sushi Bar at 151 Main Street. Does she need Site Plan Review approval? Under Lincoln's Land Use Plan Ordinance, the Land Use Schedule on Page 28 of the Land Use Plan Ordinance "Consumer Service" is in the same category as "Retail" or "Other Business Non-industrial" so in that sense there would be no change in use. However, the category

"Veterinarian & Dog Kennels" is not allowed in the Village Center (VC) District; those uses are only allowed in the General Use (GU) District. How should this business be characterized? Consequently, depending on how you characterize this business will determine whether or not Keir needs Site Plan Review. If Keirs' proposed business is characterized as a "customer service" business then no Site Plan Review will be needed. If it is characterized more like a veterinary clinic or a dog kennel then she would need a Variance from the ZBA.

Vikki Keir said that her shop would be more like "customer care" because she is not a veterinarian. Keir said that she does "haircuts" for dogs. Keir said that she would not be kenneling any dogs; dogs will not be staying overnight. The customer would drop off their dogs in the morning and pick them up in the late morning and afternoon. Keir stated that she would love to have a kennel, however she would not locate a kennel in the center of town but someplace with more land in an area zoned for a kennel.

Town Manager Burbank asked if she served just one dog at a time. Keir said there would be one or two dogs at first but after business picks up there will be times when several dogs will be there at the same time. Keir has been doing dog grooming for 25 years and she can groom between one (1) and five (5) dogs per day. Keir explained that it will take time to acquire business clients. She does not think that she will have a lot of business to start.

Hettinger asked if people would drop their dogs off in the morning and then pick them up later in the day. Keir said, "Yes". Clients will drop off their dogs in the morning.

Hettinger asked Keir if she cleans/grooms each dog individually and then stores the dog until their owners pick them up later in the day. Keir said she did, but said that not everyone comes at the same time to pick up their dogs. Keir calls each owner when their dog's grooming is done and the owners come get their dogs after they get her call.

Chair Spanos asked how many dogs will be on the premises at one time. Keir said she can have anywhere from one (1) to four (4) or five (5) dogs on a good business day. Keir said that she has had up to six (6) dogs in one day, but she personally does not like doing too many dogs in one day because six (6) dogs is too busy for her.

Chair Spanos asked Keir if she had seen the definition of a "Veterinarian & Dog Kennels" and thought about the difference between "Veterinarian & Dog Kennels" and what she is doing. Keir said that to her a kennel is more of an overnight thing and she has no plans to keep dogs overnight, nor would she keep a dog in a business overnight that was not set up for it.

> **Veterinarian & Dog Kennels** – A use of premises on which four or more dogs other than personal pets at least four months of age are kept, boarded, trained, or given medical or surgical treatment and are cared for during the period of such treatment whether or not in special structures or runways. Article IV Definitions, Land Use Plan Ordinance

Town Manager Burbank said that it falls more into the customer service type of business and that parking will not be an issue.

Bont asked about noise. Many Zen dogs are quiet, but there are also more excitable yappy dogs. Keir said that most of her customers' dogs are very quiet. Keir said her business has a following of people who come from many different towns. Keir said that the way she conducts business the dogs are not stressed; they are peaceful in her shop. Keir explained that her shop is usually very mellow, not a lot of barking, not a lot of chaos.

Town Manager Burbank asked what the hours of business would be for the shop.

Keir said that she has noticed being next to Flapjacks, there is minimum parking available around the shop. Because she drives from Conway, she will not be opening early in the morning.

Chair Spanos asked if Keir had decided upon what hours the shop would be opened. Keir said that she uses hours that are best for her customers and does not set scheduled hours.

Chair Spanos asked if someone would come in at 2:00 AM and the dog was barking. Keir said that that would never happen, as there would never be a dog at her shop at 2:00 AM. Keir realizes that there are people who live upstairs. She would never leave a dog in her shop for the night. Robinson said that her grooming operation sounds more like a hair salon.

Hettinger asked if there is much odor from the waste. Keir said that she runs a clean shop. She washes the kennels and vacuums the shop every night.

Chair Spanos asked if the shops activities are regulated by the State of New Hampshire in any way. Keir said that dog groomers are not regulated by the State.

Chair Spanos asked Town Manager Burbank, as Town Planner, if he had any questions. Burbank said that one question he had how the Planning Board was going to classify the business. Town Manager Burbank said that if the business is classified as "customer care" dog grooming would be allowed within the Village Center District in accordance with the Land Use Plan Ordinance.

Town Manager Burbank was also concerned about noise. He did not think that five (5) dogs seemed to be an uncontrollable number of dogs. Keir said she usually grooms about three (3) or four (4) dogs on a good day. A day with five (5) or six (6) dogs makes for a more stressful day for her so Keir tries to keep her appointments to three (3) or four (4) dogs per day.

Chair Spanos asked if Keir would be the sole groomer. Keir said, "Yes". Chair Spanos asked if Keir had plans to hire more help at any time. Keir said, "No", but she had six (6) girls working for her in the past when she owned a kennel, but has no plans for additional staff at this time.

Town Manager Burbank asked the Planning Board whether Site Plan Review would be required. Chair Spanos said that he did not feel that site plan review would be needed. Bont asked about whether neighbors should get a chance to weigh in on potential barking as they would if they received abutter notice as part of the Site Plan Review process.

Hettinger asked about the side door that goes to the Thai restaurant next door. Keir said that she would not open the door between her shop and the restaurant. Keir said she is very clean so there would be no odor coming from her shop.

Bont said that the advantage of Site Plan Review is the required "Notice to Abutters". The Site Plan Review process would give neighbors the opportunity to ask questions and express their concerns.

Chair Spanos said that if the Planning Board interprets Keirs business as a "customer service" business, it meets the requirements of our Land Use Plan Ordinance for the Village Center District. Chair Spanos polled the other Planning Board members to see if they agreed to allow the business without going through the Site Plan Review process.

Hettinger said he was ok with the dog grooming business in the Village Center District as long as there is no nuisance associated with it.

Robinson said that a pet grooming business is an approved use if the Planning Board considers it to be the same as a hair salon or personal care business. The only difference between a pet grooming business and a hair salon is the recipients of the service are people with pets, not just people. Robinson said that he did not think Site Plan Review should be required because a "customer service" business is an approved use in the Village Center District.

Bont asked if the Planning Board was ok with the suggested parking. Bont said there are three spaces in front of the building. One parking space is in front of Flapjacks and two in front of the building where the Thai Nine Restaurant and the pet grooming shop would be located.

Keir said that she does not have a problem with parking in municipal parking lot across Main Street/Route 112. Keir said that if she parks in the municipal parking lot, people who come to drop off or pick up their dogs can park in one of the three spaces in front of the building. Keir said that would be good for older customers to be able to park in front of her shop. Keir frequently goes out to the parked vehicle to get the dogs for older customers.

Bont said that on the days Flapjacks is open from 7:00 AM until 12:00 noon (1:00 PM on Saturday and Sunday) all of the parking spaces in front of the Flapjacks building and in the upper municipal parking lot are taken. Keir asked if Flapjacks was opened every day. Town Manager Burbank said that Flapjacks is open 5 days a week, closed on Tuesday and Wednesday.

Keir said that since Flapjacks is not open every day, she would work her schedule around Flapjacks' schedule and open her business on Tuesdays and Wednesdays. Town Manager Burbank said that Flapjacks is not opened in the afternoon and closes at noon on weekdays, 1:00PM on Saturday and Sunday.

Keir said that Tuesdays and Wednesdays are great days for her anyway, so it should work out.

Robinson said that looking at the extent of required parking, with an average of four dog customers per day would mean four (4) drop offs and four (4) pickups per day. There would be

only eight (8) vehicle stops per day. Most businesses on Main Street could not live on eight (8) vehicles per day.

Keir said that many of her clients are older. She goes out to their vehicle to pick up the dog so the client can stay in their vehicle. Most of the stops are very short and take less than a few minutes.

Keir said that she can drown out barking dogs if it does happen; a barking dog would be very rare. In noisy dog cases, Keir said she would get that dog's grooming done first and have the owners come get the dog immediately.

Ludwig asked if dogs would be running loose without leashes giving them the ability to bark more freely. Keir said she would never let a dog run loose.

Tanner asked if Keir has people drop their dogs off and leave them for the day using her as a daycare service. Keir said that she does not do just one dog. Keir preps a dog and washes and dries the dog and start to finish each dog. Keir calls the owner as soon as the dog is finished and they owners come back and pick them up. If someone has to work and cannot come right back to get the dog, she still has to clean and disinfect the shop, but most dogs are gone by 4:00 PM, 5:00 PM at the latest.

Bont said that if Keir puts out a sign she would need an application for a sign permit.

Chair Spanos said, "Good Luck".

Keir thanked the Planning Board and left the meeting.

IV. CONTINUING AND OTHER BUSINESS (Staff and Planning Board Member/Alternates).

A. 6:00 PM – Karen Fitzgerald of FitzDesigns with an analysis report for Master Plan Surveys. Look at how the input will affect the goals of the Master Plan.

This was a work session for the updating of the Master Plan. Not all conversations were recorded.

Town Manager Burbank said that he read through the survey results and thought it was eye opening. The median age of the taxpaying responders was older than he expected.

Karen Fitzgerald showed the Master Plan Survey results to the Planning Board on a projected screen. Fitzgerald explained that she has been checking the analysis throughout the return of the survey results and felt that it was a very steady analysis. Fitzgerald asked the Planning Board to keep in mind that not all of the responders answered every question. Some questions were skipped. The number of people who answered each question is written on each page. With that in mind, you can get into analyzing this data but that for the purposes of the Master Plan, the data results should be viewed with a broader perspective.

Fitzgerald said that a total of about eight hundred fifty (850) surveys were returned out of two thousand eight hundred eighteen (2,818) mailed out, but not all of the surveys have made it into this report yet. Approximately seven hundred eighty-six (786) surveys were included in the draft report.

There was discussion around the first question and what defined a "Seasonal Resident".

Chair Spanos said that we did not define resident, or seasonal resident clearly enough.

Fitzgerald said that these questions were developed by the Planning Board.

Bont said that a seasonal resident was one with a second home here, but did not live here year round.

Question 1. As a property owner, please select the option that describes your residential status in Lincoln.

Fitzgerald said that this question was important to determine the number of people who live here and do not work here or own property here and do not live here. Fitzgerald said that most people that answered the survey did classify themselves.

Jayne Ludwig said that when she read the survey, she thought it was wonderful that we were getting all this data, but there was no accountability for the limit of reliability. She asked what the margin of error was for this survey. Ludwig thought that putting the survey on the internet meant that you could get 100 different people with…so what is the margin of error?

Fitzgerald said that she does not have an answer for the surveys that were completed on line over the internet but of the eight hundred fifty (850) survey responses received, over seven hundred (700) responses came from paper surveys that were mailed back to the Town from property owners and not from taking the internet version of the survey. Fitzgerald felt that allowing people to respond anonymously by not asking for names on the survey allowed more people to feel comfortable about participating in the survey. Fitzgerald said that many people put their names on their survey responses anyway.

Town Manager Burbank said that in some cases checks to pay property tax bills were returned to the Town in the same envelope with the surveys. The town was lucky not to have lost these payments in the survey mail.

Fitzgerald said that although we could mine through this data for weeks, the survey responses really involve only five (5) minutes of a respondent's time or a mere snapshot in time. Tomorrow you could get different answers to the same questions from the same person.

Jayne Ludwig said that is what she wanted to hear. If you have done research, which she has, you have to do it anonymously. You have to count every survey and keep it confidential. You measure statistically the margin of error and value of the information. Ludwig agreed that this is

just a snapshot of what the Planning Board is looking for to do the Master Plan.

Chair Spanos asked if this was a good representation of the surveys returned.

Fitzgerald said yes, she thought it was a great return. Fitzgerald felt that the timing of the survey, directly after the tax bills went out, was a good thing. Fitzgerald said they also held an open forum on a Saturday, but people did not come to participate in the forum.

Bont said that the few people that came to the Town Hall that day came in to use the bathroom and stated that they had already returned the survey.

Fitzgerald began explaining the survey questions and responses to the Planning Board.

Not all the questions from the survey were analyzed in the meeting.

Question 2. If you are a seasonal/part-time resident, or owner of undeveloped property, do you intend to become a full-time resident in the future?

Fitzgerald said if that many people answered yes, they intended to become full time residents within 5-10 years, that would be something that the Planning Board should think about. Bont said that the numbers on the surveys show that 128 people are planning to move here to become full time residents within the next 5 to 10 years.

Town Manager Burbank said that if you look at this response and then look at the ages of the folks who plan to come there, most are retirees. Town Manager Burbank said that one hundred (100) additional residents as retirees constitutes a demographic change to the town.

Hettinger said that eight hundred fifty (850) survey returns is a very large return in the community. Hettinger said that if you look at the "Flying Fifties Plus" program at Loon Mountain, most of the members are retirees and there are between one hundred fifty and two hundred (150 – 200) members in that group right now.

Flying 50s Plus

The Flying 50s program is open to anyone age 50+ looking to meet friends on Loon mountain and enjoy the sport together throughout the winter.
Enjoy beautiful mornings skiing with friends of similar ability levels - and meet some new friends, too. The program meets on Thursday and Friday non-holiday mornings at the Octagon Lodge. Program runs weekly from Jan. 7, 2016 to March 25, 2016. Social (non-skiing) memberships are available when purchased in conjunction with a skiing membership.
Location: Meet at Octagon Lodge Thursdays and Fridays
Program Dates: Jan. 7, 2016-Mar. 25, 2016 (does not meet Feb. 18-19, 2016)
Social Time: 9:15a - 10:00a at Octagon Lodge
Start: 10:00am - 12:00pm
Age: 50 plus

Ability: Level 3 – 7
2015-16 PRICE THRU 10/12/15:
Skiing Member Price: $249
Social Member: $89*
Program space is limited - enroll today!
*Social Membership must be purchased in conjunction with a skiing membership and is valid for club functions.

Question 4. Please select your age bracket.

Fitzgerald said that the 2010 demographic data for that Town of Lincoln that is on the www.City-Data.com website has a median age of forty-eight and a half (48.5). [The New Hampshire median age is 43.9 years.] There were four hundred (400) respondents from ages 19 to 54. Fitzgerald said that there are quite a few people that we are not reaching with the survey. Fitzgerald said that it seems like that age bracket (ages 19-54) will be the people who will be living here in 10 years. Fitzgerald asked the Planning Board if they wanted to do something additional to try to reach that demographic of younger people. She also asked how important the Planning Board thought getting input from that demographic would be to making any decisions about the Master Plan.

Bont said that demographic of younger people would include people who do not own any real property so they would not have received a mailed survey. We used the same list for mailing the surveys that we used for sending out property tax bills, first issue. Bont thought that the younger people who might like to live here could not afford to live here if they are employed in the low paying tourist and customer service work we have here in Lincoln.

Hettinger agreed that the jobs here are very low paying. Fitzgerald said that we want to plan for some kind of improvement in that area within the next decade.

Robinson said a lot of the young people who work in Lincoln are transient. A lot of the young people currently living in Lincoln will not be here in three (3) or five (5) years.

Fitzgerald said that most people who responded to the survey are in their upper 40ties.

Question 5. "What is your work situation?"

Fitzgerald stated that the largest number of respondents who live in Lincoln are retired. Fitzgerald stated that seven hundred seventy-four (774) people responded to the question and of those one hundred seventy-seven (177) people that responded answered, "retired".

Fitzgerald the survey shows that many people who work in Lincoln do not live in Lincoln.

Jayne Ludwig asked if we obtained any unemployment data from the survey.

Fitzgerald said, "No". She explained that data would be obtained elsewhere.

Question 6. Where should future development occur in town?

Fitzgerald explained to the Planning Board how data was collected and how each item was measured. The largest number of respondents indicated that they preferred new development around the Village Center. The second largest number of respondents indicated they wanted what is called "infill development" or replacement development within the Village Center.

Town Manager Burbank said that the survey responses indicate that Lincoln's many empty store fronts were on most respondents' minds. People want to fill the empty retail spaces before any new stores are built.

Jayne Ludwig asked what the infill question was and where it related to on the map.

Robinson explained that infill is just the redevelopment within the village core [designated in the Land Use Plan Ordinance as the "Village Center District"] on Main Street which includes one lot back from Main Street.

Town Manager Burbank said that there appears to be a lot of interest in expanding the Village Center back to Pollard Road going east along Route 112/Main Street.

The Planning Board discussed the possible expansion of the Village Center to Pollard Road.

Fitzgerald asked rhetorically if people who answered in favor of "infill" development really understood what that would mean and what it would look like.

Question 7. What type of housing development would you like to see Lincoln encouraging?

Fitzgerald stated that respondents wanted to see single family homes encouraged. Single Family Homes was a strong first place at sixty percent (60%). Affordable/workforce housing came in second with more than thirty percent (30%) in favor.

Town Manager Burbank asked Fitzgerald if she thought that single family and affordable housing were closely related.

Fitzgerald said that single family could mean anything: an expensive five thousand (5,000) square foot house or a relatively inexpensive trailer – single family homes and trailers were both mentioned.

Robinson said that in Lincoln "Workforce Housing" would have to be apartments and low or subsidized rent or affordable housing because of the type of jobs that are here. Robinson said that the land needed to build affordable housing on is not affordable.

Town Manager Burbank said that meeting a goal of increasing affordable work force housing would require the Town to encourage multi-family housing. How would the Town present the choice to a developer who is looking to build four (4) million dollar ($1,000,000) homes instead of a series of affordable duplex rental units?

Chair Spanos said that the Town would have to allow more units per acre.

Fitzgerald said that the Town would need to offer incentives to the builders and to work with New Hampshire Housing.

Town Manager Burbank suggested that the Planning Board look at the RiverWalk Hotel that is going up. There will be 400 employees required to maintain that facility. Where they will live? Most of these employees will be at or near minimum wage.

Chair Spanos said that given the Land Use Plan Ordinance as it stands now, if you have a piece of land you wish to build on, there is a minimum lot size of 15,000 square feet required per dwelling unit whether you build a million dollar house or affordable or elderly housing.

Jayne Ludwig said that "Affordable Housing" is housing for families, or single parents with families who get assistance from the government. The tenants only pay 40% or 20% of their rent. Ludwig said that service workers that come here to work would not get or qualify for affordable housing.

> **Affordable housing** is housing deemed affordable to those with a median household income as rated by country, State, region or municipality by a recognized Housing Affordability Index. Wikipedia

> **Affordable Housing**: In general, housing for which the occupant(s) is/are paying no more than 30 percent of his or her income for gross housing costs, including utilities, Please note that some jurisdictions may define affordable housing based on other, locally determined criteria, and that this definition is intended solely as an approximate guideline or general rule of thumb. Hud.gov

Chair Spanos said that affordable housing to him means something that is $850 to $900 per month. Meaning that something that someone that lives and works in town can afford to live in. Chair Spanos stated he is not encouraging people go out and get handouts for their housing.

Ludwig felt that when you say "affordable housing" you imply that people will be getting assistance for their housing.

There was a discussion on whether to call it low income housing or affordable housing. Robinson felt that for the town it should be called "workforce housing" because the type of jobs available require housing.

Town Manager Burbank said that there is a business in town, Burndy, that is non tourist related, that employs 200 plus people that more than 60% of these employees live outside of town. Chair Spanos said that Burndy has been in business for at least 30 years, so this is not recent.

Hettinger said that in boulder Colorado they were hiring PhD's there. They were able to hire PhD's and pay them half the price because the area they lived in was so desirable. They hire people for the beauty of the area.

> **What is Workforce Housing?** According to the New Hampshire Workforce Housing Law, RSA 674:58-61, (with emphasis added): "Workforce housing" means housing which is intended for sale and which is affordable to a household with an income of no more than 100 percent of the median income for a 4- person household for the metropolitan area or county in which the housing is located as published annually by the United States Department of Housing and Urban Development. "Workforce housing" also means rental housing which is affordable to a household with an income of no more than 60 percent of the median income for a 3-person household for the metropolitan area or county in which the housing is located as published annually by the United States Department of Housing and Urban Development. Housing developments that exclude minor children from more than 20 percent of the units, or in which more than 50 percent of the dwelling units have fewer than two bedrooms, shall not constitute workforce housing. The entire text of RSA 674:58-61 is available to the public at http://www.gencourt.state.nh.us/ Workforce Housing offers an array of housing options including rental apartments, condominiums and single family homes. All of these options qualify under the Workforce Housing Law.

Question 8. On a scale of 1-5 , please rate the importance you think the town should give to the following economic development goals:

Fitzgerald said that development goal, retail and business development and business in the village center were the top choices. Based on the even responses to each category, it seems like any kind of economic development is wanted.

Question 9. What type of Businesses or services would you like to see more of in Lincoln?

Fitzgerald said that more business services were requested. Retail stores, restaurants, coffee shops and grocery stores were the top choices.

Bont thought that responses to this question may have been related to who filled out the survey. She had asked Fitzgerald if those numbers could be narrowed down by residents versus everyone else as that was a criticism that certain individuals had expressed to her about the Planning Board's survey. The Survey Monkey wanted $300 per month to add that feature, so we did not get it.

There was a discussion about the limitations of the Survey Monkey, how much of the data was available and what we will be doing with the data that is obtained. Town Manager Burbank reminded the Planning Board that this survey is just a snapshot and looks at trending; the data could be analyzed with that knowledge. There were hypothetical situations discussed of restaurants or other types of businesses coming into town and whether zoning changes should occur to accommodate them.

Fitzgerald said that if the goal of the town is to keep the tourist industry as the major industry in Town then the Planning Board does care about what the second home owner property taxpayer (as well as the full time resident) is saying. Fitzgerald said that if you got down to taxpayers versus residents or renters whether your goals would change in that respect you are still going to want to support services and activities for the tourists or tourism industry. Fitzgerald stressed to the Planning Board that they need to think about the "big picture".

Fitzgerald noted that after retail stores, restaurants and coffee shops, dog parks was a highly requested service.

Hettinger said that when you are travelling with a dog it is difficult. Hettinger said that at Cannon Mountain they do not want you to hold a dog in your arms or have a dog on a leash. They really do not even want dogs on the property. Hettinger said that in the United States figures are that 40% of people traveling prefer to travel with their dog. If you travel in the area and have a dog, you cannot go to Cannon Mountain, so businesses lose a percentage of business by not allowing dogs. Hettinger felt that was one of the reasons so many people would like a dog park.

Town Manager Burbank said that more of the taxpaying non-full-time residents responded to that question.

Question 10. On a scale of 1-5, please rate the importance you think the town should give to the following transportation goals.

Fitzgerald said that the bike trails were the most requested, both in the Village Center and outside the Village Center.

Question 11. The Town of Lincoln should encourage historic preservation.

Fitzgerald said that a lot of people agreed with historic preservation but not many people wrote in what they thought should be preserved.

Town Manager Burbank said that the Penguin Ski Club building is a very old building with a lot of history and there were many people that were saddened to see it turned into apartment type ski club and that we had lost out on the possible preservation of that building.

Fitzgerald said that most of the comments had to do with the mill and the historic society and then buildings on Main Street, but not anything specific. The Planning Board members thought that it was too late for these historical buildings.

Question 13. There are adequate cultural opportunities in town. If you answered "Disagree" to the previous question please list the cultural opportunity you would like to see in town.

Jayne Ludwig said she was surprised to see "Art Galleries" listed and thought that the galleries here were closed half the time because there was not enough business.

Fitzgerald said that in the "write in answers" section, music was the top choice. Music, art, theater and history were the top of the write in comments. Music was by far the winner.

Hettinger asked if the respondents stated what type of music. Fitzgerald said that they did not.

Town Manager Burbank reads into that, the person that comes here for skiing, after the mountain closes at the end of the day, if they do not go to a bar, there is nothing to do. Town Manager Burbank said that if you have great day of skiing, or a great day at the water park, then they are looking for other things to do late afternoon or evening.

Fitzgerald said that there is also a lot of mention of an outdoor amphitheater or outdoor music in the summertime.

Robinson said that there are things you can do to get the people to come in. One business advertises a Jacuzzi in every room, yet the percentage of people who use them is very low. It sounds good, but the fact is that after a long day of skiing, you eat dinner, then you do not want to fill the Jacuzzi, or go out for music and dancing. Robinson felt it is part of that same mentality that people want things and like the idea of them, but do not really want to do it when the time comes.

There was a brief discussion about a town park with a gazebo. The park in North Woodstock has events and does attract a decent crowd. It was mentioned that "free" events are what draws people.

Question 15. There are adequate recreational opportunities in town. Most people agreed.

Question 16. If you answered "Disagree" to the previous question please list the recreational opportunities you would like to see in town

Fitzgerald said that for recreation, people want a public park. They seem to like towns that are green.

Hettinger mentioned that the Town of Plymouth is putting in a skateboard park.

Question 17. Please rank the following recreational services. On a scale of 1-5, please rate the importance you think the town should give to the following recreational goals.

Fitzgerald said that many people wanted a golf course. Access to the river was highly desired. Fitzgerald said that people put exclamation points and circles and really want access to the river. Walking/bike paths and skateboard park were also requested.

Question 18. Select the types of gambling/casino facilities you want the town to promote, if any.

Almost 80% want no gambling.

Question 19. What Town Service(s) is not being provided that you think should be?

Better bagel store. Texas Hold'em service. Fitness center. Shuttle service. Only 164 people answered.

Question 20. What are the top three places in Lincoln that you would take an out of town guest?

The top three places to take an out of town guest were Loon Mountain, the River, Clarks, Gypsy Café, Lincoln Woods all had multiple responses.

Question 21. Any other comments you might have that would assist the town to determine what direction the Town of Lincoln should go in over the next ten years?

Fitzgerald said that many of these responses were repeats of previous requests. Traffic management, keep the river opened, transportation, keep small town feel, don't become North Conway.

Town Manager Burbank said that many people took the time to write the answers in.

Wrap Up:

Fitzgerald said that where we go from this exercise is to first answer the question, "Do we feel we have covered the public input?"

Robinson said that some people wanted the Master Plan Update Survey to go out to only Lincoln residents. We sent it out to taxpayers and business owners. Robinson said that one thing about our town is that we are not a town of one thousand six hundred sixty-two (1,662) people; .we are a town of thousands. Robinson said that it is encouraging that not only are people interested in the area but they have enough vested interest in the area that they want to fill out a survey about its future. Most of the nonresident responders were either property taxpayers or seasonal residents who are part-time residents although they claim their main residency someplace else. Robinson felt that seasonal residents make up a huge part of the community and deserve to have a voice about future economic activity, tax base, and everything else.

Fitzgerald said that in this type of community where Lincoln has so many people who own property but who do not live here full-time, you cannot ignore them.

Town Manager Burbank said that the Manchester Deputy Fire Chief is building a house here, and in six to eight (6 – 8) years he and his wife are planning to make Lincoln their full time home.

Hettinger said that one of the reasons they came here is because they like the town and they do not want it to change that much.

Fitzgerald said that the next step the Planning Board has to take is to look at the 2003 Master

Plan Vision and the major goals and to see how this data would affect any revisions.

Chair Spanos said that after looking at the data, we seem to be going in the right direction.

The current Vision Statement for the Town of Lincoln in its 2003 Master Plan is:

VISION STATEMENT FOR THE TOWN OF LINCOLN

The purpose of this multifaceted plan is to: preserve and protect the cohesive nature of this town's character; reinforce and develop resources that strengthen both our sense of place and the bonds between our citizens; and continue to develop a town that promotes safety, comfort, convenience, beauty, and pride and enhances the quality of life through ongoing opportunities for employment, education, and community recreation.

Fitzgerald said that this vision statement is very general.

Town Manager Burbank said that this statement is from 2003, before the recession.

Bont asked Fitzgerald, "What does a vision statement sound like or look like that is more specific?"

Fitzgerald said that if the Planning Board members felt like they needed to seek out more business development opportunities they could add that to the vision. To make the vision statement more specific it should have more points. You can cover everything.

Town Manager Burbank said that in the 2003 Vision Statement the Planning Board did not mention wanting a park or a pedestrian friendly community for walking.

Fitzgerald said that if the Planning Board wanted to grow this town, they should put something specific about that goal in the vision statement.

There was a discussion about the vision statement and what to include in the vision statement. Some examples were brainstormed, no decisions were made.

Fitzgerald said that there is a difference between the State of Vision and the goals.

Town Manager Burbank said that with RiverWalk the dye is set and already cast. There are going to be upwards of 200 dwelling units in that hotel. The people before our tenure approved it.

Chair Spanos said that the RiverWalk Hotel is going to change the character of the town whether anyone likes it or not.

Town Manager Burbank asked, what is the construction of the hotel/resort going to do to the supermarkets and to the overall vision. Do the Planning Board members and Lincoln's stakeholders believe that Lincoln has a "quaint" Main Street now? Is the "quaint" main street

something they want to preserve?

Fitzgerald said Lincoln's Zoning Ordinance (Land Use Plan Ordinance) needs to reflect the Master Plan. The Master Plan is the key to what you build where. Many people never look back at the Master Plan, but the Master Plan can be a key reference to back up things that need to be done. If Lincoln is going after a grant for a river access, the Town can say "it's right here in our town Master Plan" as one of the points to support your request for a grant. The point of a good Vision Statement is to look like you know what you want. The Master Plan has to be updated every 10 years.

Jayne Ludwig said that in the 1980's she saw "everything" was going up. In Ludwig's opinion it was done haphazardly.

Town Manager Burbank said that the zoning is there now. (Zoning was not enacted until 1986.)

Jayne Ludwig said that a Zoning Ordinance is very helpful because it makes the development purposeful. People come to town to build and have a set of zoning rules they must live by.

Fitzgerald said to check the Zoning Ordinance to see where the zoning needs to be updated to reflect the Master Plan. The first section of plan defines the vision and then general goals for each chapter that will follow. Fitzgerald suggested that the Planning Board have a work session to go over the data to review the current goals in light of the data.

The next Planning Board meeting on Wednesday, August 12, 2015 will be a work session for the Master Plan.

There was a discussion about the Vision Statement and whether to add a statement that they will broaden the economy. Hettinger asked Fitzgerald if she wanted to write something more specific. Fitzgerald emphasized that writing the Vision Statement is something the Planning Board should do. Fitzgerald does not want to write vision, it needs to come from the planning board. Fitzgerald said the Master Plan needs a Vision and a Mission; you need a combination of both. Town Manager Burbank asked Fitzgerald if she could send us some examples. She agreed.

Fitzgerald said that the whole master plan hinges on land use.

Town Manager Burbank said that Lincoln has at least one large chunk of land that is not developed yet. Robinson said Indian Head has hundreds of undeveloped acres. Robinson said that the Clark family from Clarks Trading Post has huge chunks of land that the current family has no plans to develop. Chair Spanos said that although the family may have different philosophies about where they are going with their business, Clark's is on their third (3rd) or fourth (4th) generation and not many businesses survive into four (4) generations.

Fitzgerald said that the Master Plan can include a map of developable land. You can designate on the map the land that has potential for future development.

Bont said that the Planning Board members should each write bullet points that they believe should be in the vision for our next meeting. Fitzgerald said that we can put the bullets on the wall and categorize them. You will visually see where things start to fall into place. Fitzgerald is also writing a general summary that will go in with the whole report.

State Questionnaire and Planning Board Rules of Procedure

Bont said that she was filling out a questionnaire for the NH State Office of Energy and Planning and they asked how many alternates are authorized. The Planning Board presently has four (4) alternates. The Rules of Procedure need to be changed to reflect that. The Planning Board discussed the procedure for changing the Planning Board Rules of Procedure. The Planning Board agreed to correct the Rules of Procedure to reflect the current number of alternates at our next work session.

Problems Caused by Short Term Rentals

Bont said that people are presently grumbling to the Town Office about people who own property and are renting out their homes on a short term basis. People are bringing their oral complaints to Town Hall asking if it is legal for people to rent out their houses on a weekly basis. Bont said that the first people who complained were a mother and daughter.

Robinson asked if there was any difference between a short term rental versus a long term rental in the General Use District. Bont said that there is nothing in the Land Use Plan Ordinance that addresses rentals versus full time residences at all, except for the references to Boarding Houses.

Town Manager Burbank said he was on Franklin Street and the gentleman he was talking to pointed out three dwelling units on one lot – two trailers and one house – where the out-of-state property owners are renting out these dwellings on weekends and weekdays or whenever they can to anyone they can. A substantial amount of traffic is coming and going from the property at all hours. Does using a property as a rental make it a commercial operation? Or do you say they are just renting? Is that a problem under the Land Use Plan Ordinance?

Town Manager Burbank said that the complaint was lodged initially because of the parking problems. The property is owned by an absentee landlord. Town Manager Burbank said that the dwelling units are not really boarding houses because the rentals are for less than six months. Bont said that according to the complainants, sometimes renters bring up only one (1) or two (2) cars, however, sometimes the renters have ten (10) cars and they are drinking and partying all night and it is loud. The neighbors compared it to a fraternity house. Chair Spanos said it should be up to law enforcement to keep the peace.

Robinson said that if it is a noise complaint you should have the police enforce the noise ordinance. If it is a parking problem, enforce the parking ordinance.

ARTICLE V
GENERAL REGULATIONS
Section A. ***PARKING AND OFF-STREET LOADING.***

2. ***All proposed new construction*** shall provide for adequate off-street parking spaces in accordance with the following standards, subject to modification by the approval of a special exception pursuant to Article V, Section A,3. A single parking space is defined as being one hundred seventy (170) square feet in area and having additional adequate area for maneuvering.

   A. Residential (including dwellings, timeshare units, quarter share units or other similar types of occupancy as determined by the Planning Board) – two (2) spaces for each residential unit.

Town Manager Burbank said that dealing with these issues is very time consuming. Bont agreed and presented the Planning Board with an example of how short term rentals are handled in another town. Bont said that she was not encouraging the Planning Board to address the issue of short term rentals at this time, but she wants the Planning Board to be aware that full-time residents who live here are grumbling about the negative impacts of short term rentals on their neighborhoods and their quality of life.

Town Manager Burbank said that his daughter's house is located in the middle of Plymouth State University campus and all around her is college housing. Her area is zoned for college housing. There are three bedrooms in a dwelling unit and twelve people unrelated are living there. Because she bought her house in an area zoned for college housing she knows that is what she can expect. However, that is not the case for the people on Franklin Street.

Chair Spanos said by the time you caught up with the people who were renting on a weekly basis, they would be gone and you would not be able to catch them.

The information/discussion Bont provided to the Planning Board about Air B&Bs was part of a blog for planners.

Dr. John Field

Bont said there is a speaker Dr. John Field in Manchester speaking a week from tomorrow night about rivers that move that she thought the members of the Planning Board might be interested in given our present situation with the East Branch of the Pemigewasset River.

Walking

Hettinger said that a business man in Lincoln said that he would like to discuss with the Planning Board how to make Lincoln a more pedestrian friendly place that is easy to shop in. He suggested that the Town take the town ball field in front of the Lin-Wood Public School and turn it into a shopping center.

Chair Spanos said the property is not owned by the Town. The land is owned by a separate entity.

Robinson said he was not sure the Town of Lincoln is ever going to be successfully turned into a pedestrian friendly town. NH Route 112/Main Street is the primary travel route to get from the highway (I-93) to Loon Mountain and it is always going to be. Robinson felt that having a big

field on one side of the road and the parking lot of a large shopping plaza on the other side of the road really disrupts the flow and the ability of pedestrians to walk back and forth. Robinson understands what the man was saying, but he did not think it would be an easy fix.

3. **PUBLIC PARTICIPATION AND OTHER BUSINESS:** Public comment and opinion are welcome during this open session. However, comments and opinions related to development projects currently being reviewed by the Planning Board will be heard only during a scheduled public hearing when all interested parties have the opportunity to participate.

4. **ADJOURNMENT**

The meeting was adjourned at 7:42
Motion: John Hettinger Second: OJ Robinson
All in Favor: (3-0)

Respectfully submitted,

Wendy Tanner, Planning and Zoning
Recorder

Dated: July 22, 2015

James Spanos, Chairman