

## MINUTES

### Master Plan Steering Committee

TOWN OF PETERBOROUGH  
Wednesday, May 8, 2013 – 5:45 p.m.  
1 Grove Street, Peterborough, New Hampshire

**Members Present:** Sue Chollet, Ivy Vann, Alan Zeller, James Kelly and Mose Olenik

**Staff Present:** Carol Ogilvie, Director and Laura Norton, Administrative Assistant, Office of Community Development

Chair Zeller called the meeting to order at 5:49 p.m. and welcomed the members.

#### Minutes:

A motion was made/seconded (Chollet/Vann) to approve the Minutes of April 10, 2013 as written with typos with all in favor.

#### Statement from the Chair:

None

#### Review of Draft Population & Housing Chapter:

Chair Zeller noted “a few details or glitches to go over” beginning with page 5-15 and the person-per-unit numbers and the 1960 data. Ms. Ogilvie noted she still needed to get to the Keene Public Library to get the data they needed. Mr. Kelly interjected “it certainly has been declining from the 1970’s. Ms. Chollet agreed and noted the data on Table 10 needed to be changed as well.

Mr. Kelly also questioned the numbers on page 5-16, Table 11 (projected housing need to 2030) and asked “are the numbers reversed?” Ms. Ogilvie noted she would check the data. Mr. Kelly replied “OK, I think the numbers may be reversed.” “Good call” said Chair Zeller with Mr. Kelly explaining “well in both estimates (the 1% and 2% annually) the numbers are higher with less people in the units.” The members agreed that the Table on page 5-20 could eliminate the 1960 to 1970 decade as that data had not been secured. “Forty years is plenty” said Ms. Vann. Chair Zeller had a question about the increase of 29% in population “but a 422% increase in the housing stock.” After a brief explanation Ms. Ogilvie noted the language should perhaps note the housing stock listed was approved, not necessarily constructed. She noted several large housing developments approved (specifically Southfield Village) where only a small percentage of the approved units were in fact constructed. Mr. Kelly noted “good point, there is a big difference between approval and building.” Mr. Gosline noted the housing growth percentage “should be *plus* 17% not *minus* 17% for Peterborough compared to the 6% for the sub-region.”

Chair Zeller than asked about the Goals and noted Ms. Alpaugh-Cote’s written comments that “Goal #4 (encourage the reuse and adaptation of existing buildings and outbuildings to provide additional housing and to maintain Peterborough’s distinctive character, which is defined by its

residential scale and architectural heritage) already exists.” Ms. Olenik interjected “I appreciate Goal #4, being on the Heritage Commission.” A brief discussion about the Goal, including making barns into living areas, creating two living units on one lot and the use of accessory apartments and duplexes followed. Mr. Gosline noted the housing stock and asked “is there a calculation of the number of households and how it changes by decade?” Ms. Vann pointed out Table 10 (Peterborough Population and Housing Changes 1960-2010) noting “that is exactly what Peter is speaking to, housing stock and housing demand” adding “and the far less large homes and more apartments as time goes on.”

Back to the Goals, Mr. Kelly noted “my favorite goal is #2(B). He went on to note “we use the word *support*; I think we should be more clear. Support is a vague word.” Ms. Vann responded by noting “the town is limited as to what it can do.” Mr. Kelly replied “so essentially all we can do is cheer?” Both Ms. Vann and Ms. Chollet replied “yes” with Ms. Vann adding “actually, that is what it boils down to.” Mr. Kelly in turn suggested they eliminate it if the town cannot actually do anything. Ms. Vann replied “we have it to say we will *not obstruct* the housing trust or relevant organizations; saying we support them is better than saying we will not obstruct them.” Chair Zeller interjected “support it rather than fight it.” Ms. Chollet noted “I think it is a worthy goal.” Mr. Kelly concluded “so there is nothing more we can do?” “No” replied Ms. Vann and Ms. Chollet at the same time.

Mr. Kelly had similar questions on Goal #5 (encouraging small businesses in defined village districts and in the downtown neighborhoods). He noted “I have the same question, how do we encourage small business?” adding “how do we reverse our decline in population?” Ms. Chollet replied “I am not sure who “we” is but it is not *our* job. We are stating simply that small businesses should be encouraged.” Mr. Kelly relied “whose job is it?” Ms. Chollet explained the Master Plan Steering Committee gives any committee dealing with (say) a small business the ability to say it follows the Master Plan.” Mr. Gosline agreed adding “we create the plan, we do not administer it.”

Chair Zeller briefly reviewed how the Vision Statements and Goals were set up noting “the goal is the lofty item with more specific targets of how to reach that goal underneath.” He also noted that the term *support* may not be enough “but that is all there is.”

Mr. Kelly noted Goal #5 supports and encourages new small business. He reiterated other communities are upping their games in terms of small business collaboration with business, government and community working together. Ms. Chollet pointed out “that is a good point for the Economic Vitality Chapter.” Ms. Vann shared her thoughts about the mixed use (residential and business) tone of the goal noting “that is a stick that might come back to beat us.” She briefly referred to a case a year or more ago when a local business man wanted to put his law practice in a home he owned on Grove Street and was denied. “That cause (loss of residential units) was the fuel for that fire” she said.

Chair Zeller noted a problem with Goal #6. He noted “it says *all* housing is either handicapped accessible or adaptable to convert for accessibility” adding “that is not going to happen.” After a brief discussion it was agreed that the regulation is actually in reference to housing with more

than 10 units required to have a 10% ADA occupancy. Chair Zeller suggested they strike Goal #6 all together with Ms. Vann in agreement “the federal standards make the rule clear” she said. Mr. Kelly added “I agree, I think we should get rid of it.”

Bus Tour Update

Ms. Ogilvie noted the Bus Tour was scheduled to depart the Community Center on June 7<sup>th</sup> at 1:30 p.m. with lunch being served just prior (1:00 p.m.) Ms. Olenik asked how long the tour would be with Ms. Ogilvie replying “we should be all done by 3:30.”

Other Business

Ms. Ogilvie noted the EDA was tentatively scheduled to meet May 21, 2013 at 7:30 a.m. to discuss the Economic Vitality Chapter of the Master Plan. Mr. Kelly noted his interest in being involved with this group.

Chair Zeller noted “so we are done with the Housing & Population Chapter.” Ms. Ogilvie replied “yes, that and the Municipal Facilities Chapter.” Chair Zeller replied “so we really have nothing to do at our meeting in June” and suggested they use the Bus Tour on the 7<sup>th</sup> as their meeting day.

Next Meeting Date

June 7, 2013 at 1:00 p.m. at the Community Center

The meeting adjourned at 6:37p.m.

Respectfully submitted,

Laura Norton  
Administrative Assistant