

**Ashland Planning Board
Amended Minutes
Wednesday, June 7, 2017**

CALL TO ORDER: Susan MacLeod, chair of the Ashland Planning Board called the meeting to order at 6:30 PM.

MEMBERS PRESENT: Members present were Susan MacLeod, Mardean Badger and Carol Fucarile.

MEMBERS ABSENT: Leigh Sharps and Erica Hebert were absent with notice.

OTHERS PRESENT: A member of the public present at the meeting was Tejasinha Sivalingam.

DISPOSITION OF MINUTES

The Board reviewed the minutes of the Wednesday, May 24, 2017 minutes. After careful review Mardean Badger made a motion to accept the minutes as amended. Carol seconded the motion. With three votes in the affirmative the motion passed.

CORRESPONDENCE

Susan advised the Board that the Lakes Region Planning Commission Annual Meeting is June 26. The meeting will be at the Wolfeboro Inn. The keynote speaker will be Governor Chris Sununu. The deadline for registration is Friday, June 9.

Susan advised the Board that the annual OEP Survey of Land Use Regulations is now online. The link provided will take the individual to the online survey.

The remainder of the meeting the Board reviewed the Salisbury survey and the current Ashland Master Plan. The Board reviewed Chapter 1 and Chapter 10 of the Master Plan. The updated recommendations in each chapter need to be added to the Implemented Recommendations found in Chapter 10. It was pointed out that not all the recommendations in the Master Plan have been added to the recommendations list in Chapter 10. The Board will review previous editions of Chapter 10 of previous Master Plans to see if any of the implemented recommendations have been combined. As the Board revises recommendations in each chapter of the Master Plan the recommendations will be added to Chapter 10.

The Board reviewed the Vision Statement, Chapter 1 and Chapter 10 of the Master Plan. The following observations were made:

- The Vision Statement begins very well but becomes vague.
- The bulleted issues in the Vision Statement of the 2010 Master Plan have somehow become the major issues.
- The 2010 Vision Statement needs to be updated.
- Master Plan Chapters 1 and 2 need to be reviewed and updated.

- The issues highlighted in the Vision Statement are discussed in more detail in each chapter of the Master Plan.
- Chapter 1 of the Master Plan deals with Land Use. This chapter should break down the land masses in Ashland: 30% of Ashland has land that can be developed; 48.9% of Ashland land can't be developed; a portion of the town is woodlands
- Whitten Woods: the land is steep; land is bisected by I-93; the road frontage on Highland Street is just wide enough for two houses; the owner of the land would need to build an access road; there would need to be separate septic; the town water and sewer lines could not be installed on the land; a potential developer would not take on a project on this land since he/she would be unable to recover his/her investment. The present Whitten Woods space is forest; the land is in current use so the Town retains current use taxes on the land.
- The Master Plan Chapter 1 presently has 2010 survey results. The 2017 survey results will be inserted when the current survey is completed and tallied. The wording of the current survey needs to be updated. References to parking lots and home occupations need to be added.

The Survey format and content were reviewed. The following observations were made:

- Create a survey that will gather information that will be current for all Master Plan chapters.
- Observe specifically the wording of each survey question
- Strike a delicate balance between keeping Ashland rural and as it is now going forward vs. limited growth/development
- Ashland does not assess impact fees. In order to institute impact fees, we need a current Master Plan in place. A Master Plan is needed in order to create a Capital Improvement Plan.
- The Master Plan can create a baseline of the town. Referencing the Master Plan the town can show the impact.
- The current survey needs to include the residents' views on any visual changes in Ashland.
- Ashland needs to create good standards and guidelines for incoming businesses.
- The survey shall include maps outlining the various zones in town. Ask residents if any areas need to be rezoned.
- The question needs to be answered: What would be the impact of rezoning on Ashland?
- The survey will have demographic questions near the top of the survey.
- This survey will not contain any questions referencing transportation/roads
- Heritage Commission will deal with Chapter 9 (Heritage Resources)
- Conservation Commission will deal with Chapter 4 (Natural Resources)
- Keep the survey short and easy to fill out; spread the chapter surveys out over years
- Ask each Commission/Board to create questions relative to their chapters (2-4 questions maximum)
- When forming questions use the phrase “use of land” instead of the word “preservation.”
- Include questions pertaining to: more or less density; noise ordinance; lighting ordinance.

The Board discussed the best avenue to circulate the surveys. The following avenues were discussed:

- Survey Monkey: short and easy to tally
- Printed copies of the survey: easy to enter survey results into Survey Monkey
- Survey sent out in electric bill mailings

Mail the surveys: which mailing list to use:

- Mail to property owners: miss renters
- Tax roll list
- Direct Mail/Bulk Mail
- Hand address surveys to reach Ashland residents who have Plymouth PO boxes
- Voter Registration list
- Motor Vehicle owners
- Cross reference all lists and create our own mailing list
- Put surveys in particular locations in town for residents to pick up
- Electronic survey form available for those with computers

In order to promote the survey, the Planning Board suggested the following:

- Create press releases for local newspaper promoting the survey
- Put on Town website
- Put on Public TV channel (Channel 3)
- Letter to Editor
- Create a charette for the future: create this for the 150th Celebration of Ashland
- Create Steering Committee from cross-section of town: created by Planning Board
- Contact the Census Department for current census data
- Find most of the information for the Master Plan ourselves.

The next meeting of the Board will be Wednesday June 28, 2017 6:30 pm at the Ashland Elementary School Library.

Carol Fucarile made a motion to adjourn. Susan seconded the motion. The motion passed. The meeting adjourned at 8:15 PM.

Minutes submitted by Paula Hancock