



Town of Seabrook Planning Board Minutes

Tuesday, December 12, 2006

Work Session

Members Present: Sue Foote, Chair; Paul Himmer; Aboul Khan; Peter Evans; Mike Lowry; Robert Moore, Ex-Officio; Elizaabeth Thibodeau, Alternate; Paul Garand, CEO; Alternate; Tom Morgan, Planner; Barbara Kravitz, Secretary

Members Absent Mark Preston, Vice Chair;

Participating: Fire Department Chief Jeff Brown.

Chair Foote called the work session to order at 6:05 PM, and explained the purpose of this session is to consider the feasibility of an impact fee ordinance. This would enable the Town to extract fees from new developers to help offset current and future expansion needs. The Board received an information packet to assist with this review.

Chief Brown described the Town's need for additional revenues to meet the increased service needs caused by extensive new development, and recommended the Planning Board create an impact fee ordinance as one beneficial tool. Brown said the alternatives are to run the Town as it is or to cut services. He submitted the Exeter, Hampton and Windom ordinances as examples indicating they were similar to one another. The Board could present a draft ordinance for the required public hearing and adopt the fee schedule subsequently. Foote said the schedule of rates and fees can be referenced in the ordinance and listed separately, and should be updated at least every three years.

To be listed as a warrant for the next Town Meeting Morgan said the first public hearing would need to be on January 2, 2007. Such an ordinance would expand the service areas that would be subject to impact fees, and noted the Board can assess fees for transportation, sewer, water, and drainage usage in any case. Moore questioned whether that would be enough time for legal and department heads review, and for the careful structuring of an ordinance. Foote said the form of ordinance and the worksheets provided by the Southern New Hampshire Planning Commission would be a good model. These considerations were discussed along with other important items including (i) how the basis for fees would be structured, (ii) whether some locations or zones could be assessed differently than others, (iii) whether the ordinance could be phased for retail, commercial and/or residential, and (iv) if fees for some existing residential lots could be waived.

Brown noted the Town already has a Master Plan and CIP which are a requisite. But voters have turned down timely recommendations for new items such as cruisers, plows, trucks, and building needs. With impact fees, developers, rather than the taxpayers, would bear the cost of the new services needed for their projects. Khan asked if one of the ordinance models could be revised for Seabrook and said, if passed, it would become a strong tool. Garand said to adopt an ordinance and work on the fee schedule methodology. The discussion continued about the various ways some provisions might be addressed:



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Motion:	Foote	To instruct the Town Planner to work with the Planning Board Attorney on drafting an impact fee ordinance for the Town of Seabrook, and to create the public notice for the public hearing on January 2, 2007.
Second:	Khan	Approved: Unanimous

Foote adjourned the session at 7:50PM.

Respectfully Submitted
Barbara Kravitz, Secretary
Seabrook Planning Board