

**Planning Board
Board Room, Municipal Building 7:30 pm
March 11, 2008**

Members: Nancy Collier, Kate Connolly, Judith Esmay, Bill Dietrich, Michael Mayor, Jim Hornig

Alternate: Joan Garipay

Selectman Alternate: Bill Baschnagel

Staff: Vicki Smith, Jonathan Edwards

Others: See attached sheet

1. Proposed amendments to the site plan review regulations:

Parking regulations (proposed by Upper Valley Transportation Management Association (UVTMA))

Gabe Zoerheide, UVTMA Transportation Director, said the UVTMA's mission is to reduce reliance on single vehicle occupant commuting. Their proposal would link parking requirements to the actual demand of each business and incorporate an incentive based program of Transportation Demand Management (TDM). CONNOLLY said the current Ordinance establishes parking requirements, which should remain the standard. Mr. Zoerheide said the current Ordinance was outdated. The proposed changes would provide the Planning Board more flexibility during site plan review and produce parking areas more accurately sized to specific parking needs. He said the burden would be on the applicant to present the information to the Board. BASCHNAGEL added that this would enable the Board to consider individual cases rather than try to fit each applicant into the "one size fits all" posture of the current regulations.

Mr. Zoerheide said the UVTMA's proposal included a provision for overlapping shifts at a business, permanent buy backs, ride share marketing, walk and/or bike facilities, shuttles to satellite lots in different zoning districts, and commuter reimbursement programs. There are additional options for parking management not listed in the proposal.

Mr. Zoerheide said the Co-op busses their employees from Norwich and Lebanon without particular incentive. However, using satellite lots in different zoning districts is not currently allowed. Mr. Edwards clarified that the Co-op chooses to require that its employees park offsite to make spaces available for customers, in compliance with the current regulations. COLLIER asked the UVTMA to research which, if any, surrounding towns allow the use of satellite lots.

Mr. Zoerheide said the UVTMA's proposal would also establish vacancy rates, based on the number of vacant parking spaces during peak hours. Applicants would present to the Board the parking demand of their business including handicap accessible and visitor parking. That number could then be reduced based on the number of employees participating in TDM programs. The permissible reduction would be limited to 20% of the workforce, a ceiling that could be waived by the Board. Mr. Zoerheide said the handicap accessible space regulations would not change.

Mr. Zoerheide said applicants would have to specify enforcement mechanisms for ensuring employees' compliance and agree to work with the Town on spillover parking. Submission of yearly audits would be required to show compliance with the parking plans approved during site plan review. The audit would include employee violations and disciplinary actions. Joanna Whitcomb reminded the Board of the

College's proposal for satellite parking which had been presented a year earlier. The Board had then decided that satellite parking should not be allowed for institutions, but should be looked at town-wide. Ms. Whitcomb said the College and other potential users have been looking for this kind of incentive program; Mr. Zoerheide cited Hypertherm's interest. BASCHNAGEL reported that a number of businesses in Lebanon are interested as well. He said if Hanover does this, Lebanon may follow suit. Ms. Smith expressed concern that the proposed system would work only for big businesses and could possibly create problems for smaller businesses. She suggested additional staffing may be necessary to handle the audit process and ensure compliance with the program.

BASCHNAGEL said the College would be the first applicant to take advantage of an alternative parking plan. They have the resources to research the system and suggest improvements. COLLIER suggested this be done before a zoning change is made. CONNOLLY spoke in support of the proposal but expressed concern that there much in that needs work and enforcement could be a real problem.

COLLIER announced that the zoning amendment would be discussed again by the Board on April 1. Mr. Edwards advised that substantive changes would not be allowed on that date. Further discussion of the Site Plan Regulation amendments is scheduled for April 22.

Proposed changes to site plan regulations dated March 5, 2008

One of the proposed amendments would allow staff-level approval of defined "minor projects" that currently require Planning Board waiver of site plan review. Approvals of such minor projects would be reported to the Planning Board.

Review of these changes and others proposed by staff was postponed to a future meeting.

2. Other Business:

The Conservation Commission asked if the Board would support a Geographic Information System (GIS) Committee. MAYOR agreed to represent the Planning Board on the committee.

CONNOLLY advised that a proposal requesting funds for Phase II of the Route 120 Corridor Study had been prepared and submitted. The proposal is based on the Vision Statement proposed by HORNIG.

The next Planning meeting will be held March 18, 2008.

3. Adjourn: The meeting adjourned at 9:59 p.m.

Respectfully Submitted,
Erin Hammond, Recording Secretary
Judith Esmay, Clerk