

**SEABROOK BEACH VILLAGE DISTRICT  
MEETING MINUTES  
January 9, 2017**

**PRESENT** Dick Maguire, Joe Giuffre, Don Hawkins, Steve Keaney, Mike Rurak

**ABSENT** None

The meeting was called to order at 7:00 PM. Dick Maguire led the meeting in the Pledge of Allegiance.

**SECRETARY'S REPORT**

Minutes of the December 12, 2016 meeting were distributed and reviewed.

<b>Motion to accept Secretary's Report:</b>	<b>Joe Giuffre</b>
<b>Motion seconded:</b>	<b>Dick Maguire</b>
<b>Motion passed by voice vote.</b>	

**TREASURER'S REPORT**

Mike Rurak reported the December current period, YTD and PY financial figures.

2016	December	YTD	Prior YTD
Total Income	\$ 13,474	\$ 70,512	\$ 62,671
Total Expenses	4,469	56,926	67,123
Net Ordinary Income	9,005	13,586	(4,452)
Total Interest Income	18	421	353
Net Income	9,023	14,007	(4,099)

Total cash in the SBVD checking and saving accounts was \$258,513 at the end of December 2016 vs. \$244,451 at the end of December 2015.

- December revenues were \$13,474 with expenses of \$4,469 and interest income of \$18 resulting in a Net Income of \$9,023.
- YTD revenues are \$70,512 with expenses of \$56,926 and interest income of \$421 resulting in a Net Income of \$14,007 for the year compared to the Prior YTD Net Loss of \$4,099. The prior year loss was the result of a new roof installed on the district building.
- The December financial statement is preliminary. The final statement will be available at the next meeting.
- The commissioners were given the monthly disbursement approval forms and bank statements for their review and approval.

- Dick Maguire told the audience the financial reports were available for review after the meeting.

**Motion to accept Treasurer’s Report:**  
**Motion seconded:**  
**Motion passed unanimously by voice vote**

**Don Hawkins**  
**Joe Giuffre**

**BUILDING INSPECTOR’S REPORT**

Steve Keaney reported:

- The permit list presented at the meeting is incomplete. There are 13 permits that still need to be posted to the 2016 building permit report. The associated fees have been included in the financial report.
- The 2017 Rental Inspection Program will be very similar to the 2016 program. There seems to be less apprehension on the part of rental property owners.
- There are new owners at the Round Rock Restaurant. They expect to open in March 2017. A new dumpster pad location may be required. The new owners also own State Street Saloon in Portsmouth.
- There is a ZBA meeting scheduled for January to review a property on Ocean Drive that is in the flood zone. They will need a map amendment from FEMA or they will have to eliminate a proposed cellar. The new flood ordinance will have an impact on some property owners trying to rebuild at the beach.
- There are a number of new houses underway but no new permits are anticipated for the next couple months.
- Two of the projects underway are modular homes that should be delivered and installed in January.

**Motion to accept Building Inspector’s Report:**  
**Motion seconded:**  
**Motion passed unanimously by voice vote**

**Joe Giuffre**  
**Don Hawkins**

**OLD BUSINESS**

**A. Update on SB 146 pertaining to Accessory Dwelling Units in the SBVD**

Don Hawkins reviewed two proposed Accessory Dwelling Unit ordinances with the commissioners (attached). The longer version is based on a model ADU ordinance provided by the Rockingham Planning Commission. The shorter version is based on the ordinance the Seabrook Planning Board is proposing for the Town of Seabrook. Steve Keaney requested the “Purpose” section of the long version be added to the short version for the final draft. Don Hawkins agreed to make the change.

**B. Update on important dates for SBVD Annual Meeting.**

Dick Maguire passed out a sheet with all the deadline dates for the SBVD Annual Meeting. The Annual Meeting will be on Tuesday April 25, 2017 at the Seabrook Rec. Center. The notice for a Public Hearing on the Warrant will be posted on March 11, 2017. The public hearing on the Warrant will be held on Tuesday March 21, 2017. The

final Warrant will be posted on April 10, 2017. The Warrant will be posted at the SBVD Precinct Building, O'Keefe's store and in the Newburyport Dailey News.

**NEW BUSINESS** –

**A. Question of Impact Fees within the SBVD. –**

Don Hawkins explained the new impact fee schedule recently adopted at a Planning Board meeting. There was a question raised about whether it applied to the SBVD. Hawkins explained there is a difference of opinion whether it applies to the SBVD and a legal opinion is being sought by the PB.

**B. Citizens' Petition for proposed Zoning change.**

The commissioners are in receipt of a citizens' petition to change the zoning ordinance. If there are 25 signatures from legal voters in the SBVD the petition will appear on the Warrant.

**OTHER BUSINESS** - None

The meeting was adjourned.

Submitted by,

Don Hawkins

SEABROOK BEACH VILLAGE DISTRICT  
PROPOSED ACCESSORY DWELLING UNIT WARRANT ARTICLE  
LONG VERSION  
1/9/2017

ARTICLE \_\_\_\_\_

Are you in favor of the adoption of Amendment #\_\_\_ to the Seabrook Beach Village District Zoning Ordinance in regards to **Accessory Dwelling Units (ADU)**:

**Authority:**

This section is enacted in accordance with the provisions of RSA 674:71 – 73 and RSA 674:21.

**Purpose:**

The purposes of the ADU ordinance are to:

- Increase the supply of affordable housing without the need for more infrastructure or further land development.
- Provide flexible housing options for residents and their families.
- Integrate affordable housing into the community with minimal negative impact.
- Provide elderly citizens with the opportunity to retain their homes and age in place.
- The purpose is not to provide short term daily or weekly vacation rental space.

**Definition:**

An “Accessory Dwelling Unit” (ADU) means a residential living unit that is within or attached to a single family dwelling and that provides independent living facilities for one or more persons, including provisions for sleeping, eating, cooking, and sanitation on the same parcel of land as the principal dwelling unit it accompanies.

**Building Permit Required:**

Pursuant to RSA 674:21 the Building Inspector is authorized to issue a building permit for an ADU in accordance with the restrictions and requirements of this section.

**Criteria for Approval:**

All of the following criteria must be met in order for the building inspector to approve the construction of an ADU:

- An ADU application is required addressing all the criteria of an approved ADU.
- A maximum of one (1) ADU may be permitted on property located in zoning districts that allow single-family dwellings.
- An ADU must be located within or attached (sharing a common wall) to the principal single family dwelling unit.

- An interior door shall be provided between the principal dwelling unit and the ADU. The ADU shall have an independent means of ingress and egress.
- All municipal regulations applicable to single-family dwellings shall also apply to the combination of a single family principal dwelling unit and ADU including, but not limited to, lot and building dimensional requirements.
- A minimum of two off street parking spaces shall be provided for each of the principal dwelling unit and the ADU.
- The applicant shall demonstrate adequate provisions for water supply and sewage disposal for the ADU and primary dwelling units. Water and wastewater systems for the principal and ADU may be combined or separate.
- Either the principal dwelling unit or the ADU must be owner occupied. The owner must demonstrate that one of the units is their principal place of residence and legal domicile.
- Both the primary dwelling unit and the ADU must remain in common ownership and shall not be sold as separate condominiums.
- ADUs shall maintain an aesthetic continuity with the principal dwelling unit as a single-family dwelling.
- The ADU may not be larger than 750 square feet.
- The ADU shall have no more than 2 bedrooms.
- An ADU shall not be used for short term daily or weekly vacation rental space.
- Prior to occupancy of the accessory dwelling unit, the homeowner shall obtain an occupancy permit from the Building Inspector.

SEABROOK BEACH VILLAGE DISTRICT  
PROPOSED ACCESSORY DWELLING UNIT WARRANT ARTICLE  
SHORT VERSION  
1/9/2017

ARTICLE \_\_\_\_\_

Are you in favor of the adoption of Amendment #\_\_\_ to the Seabrook Beach Village District Zoning Ordinance in regards to **Accessory Dwelling Units (ADU)**:

**Definition:**

An “Accessory Dwelling Unit” (ADU) means a residential living unit that is within or attached to a single family dwelling and that provides independent living facilities for one or more persons, including provisions for sleeping, eating, cooking, and sanitation on the same parcel of land as the principal dwelling unit it accompanies.

**Criteria for Approval:**

All of the following criteria must be met in order for the building inspector to approve the construction of an ADU:

- An ADU application is required addressing all the criteria of an approved ADU.
- A building permit shall be required for an ADU
- A maximum of one (1) ADU per lot may be permitted in zoning districts that allow single-family dwellings.
- An ADU may not be detached from the single family dwelling unit.
- An interior door shall be provided between the principal dwelling unit and the ADU.
- The ADU shall have an independent means of ingress and egress.
- All municipal regulations applicable to a single-family dwelling shall apply to the single family dwelling and ADU combination.
- Two off street parking spaces shall be provided for each of the principal dwelling unit and the ADU.
- Either the single family dwelling unit or the ADU shall be owner occupied.
- An ADU may not be converted to a condominium.
- ADUs shall maintain an aesthetic continuity with the principal dwelling unit.
- The ADU may not be larger than 750 square feet.
- The ADU shall have no more than 2 bedrooms.
- An ADU shall not be used for short term daily or weekly vacation rental space.
- An occupancy permit is required before an ADU can be occupied.