

**SEABROOK BEACH VILLAGE DISTRICT  
MEETING MINUTES  
December 12, 2016**

**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 November 14, 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 November current period, YTD and PY financial figures.

2016	November	YTD	Prior YTD
Total Income	\$ 10,642	\$ 57,138	\$ 59,680
Total Expenses	12,817	52,457	60,837
Net Ordinary Income	(2,175)	4,681	(1,157)
Total Interest Income	21	364	322
Net Income	(2,154)	5,045	(835)

Total cash in the SBVD checking and saving accounts was \$251,390 at the end of November 2016 vs. \$249,635 at the end of November 2015.

- November revenues were \$10,642 with expenses of \$12,817 and interest income of \$21 resulting in a Net Loss of \$2,154.
- YTD revenues are \$57,138 with expenses of \$52,457 and interest income of \$364 resulting in a Net Income of \$5,045 for the year compared to the Prior YTD Net Loss of \$835. The prior year loss was the result of a new roof installed on the district building.
- A back flow test was done in the district building by a third party testing company. The town water department doesn’t have anyone certified to do the testing. Mike is waiting for the invoice.
- All the utilities have been shut off in the rental spaces for the season and final billing will be made to the town for the space the police occupied during the year.

- 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**

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

**BUILDING INSPECTOR’S REPORT**

Steve Keaney reported:

- He is still busy with new home permits. He issued one for a new home on Manchester Street last week and expects to issue a permit for a new home on Portsmouth Ave. before year end. He has issued a foundation permit for Franklin Street but so far no house permit.
- There are no ZBA cases scheduled for December.
- Steve is continuing rental inspections for homes on the 2017 list. Everything is going smoothly.
- Home owners in the district are distressed about the property tax bills they recently received.

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

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

**OLD BUSINESS**

**A. Question of preparation of the SBVD proposed budget for 2017.**

Dick Maguire presented the 2016 SBVD budget and YTD spending. The commissioners reviewed the budget line by line and made a recommendation for each item in the 2017 budget. The final total for the 2017 budget is \$83,750 down 2.0% from the 2016 budget of \$85,500. Dick Maguire will present the 2017 budget to the Seabrook Budget Committee for approval.

**Motion to accept the 2017 SBVD Budget of \$83,750**  
**Motion seconded:**  
**Motion passed unanimously by voice vote**

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

**B. Question of adoption of SB 146 pertaining to Accessory Dwelling Units in the SBVD.**

Don Hawkins reviewed a proposed Accessory Dwelling Unit ordinance with the commissioners (attached) which was based on a model ADU ordinance provided by the Rockingham Planning Commission. The SBVD commissioners requested some changes to the proposed ordinance and asked that it be put into warrant article format for further review at the next meeting.

**NEW BUSINESS** – None

**OTHER BUSINESS** - None

The meeting was adjourned.

Submitted by,

Don Hawkins

SEABROOK BEACH VILLAGE DISTRICT  
PROPOSED ACCESSORY DWELLING UNIT ORDINANCE  
12/11/16

I. Authority:

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

II. Purpose: [This is covered in RSA and doesn't add anything to our ordinance.]

The purposes of the accessory dwelling unit ordinance are to:

- (a) Increase the supply of affordable housing without the need for more infrastructure or further land development.
- (b) Provide flexible housing options for residents and their families.
- (c) Integrate affordable housing into the community with minimal negative impact.
- (d) Provide elderly citizens with the opportunity to retain their homes and age in place.

III. Definition:

An “accessory dwelling unit” means a residential living unit that is within or attached to (share a common wall) a single family dwelling [OPTIONAL: or is located in a detached structure] 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.

IV. Conditional Use Permit Required: [Option: Building Permit Required]

Pursuant to RSA 674:21 the Planning Board is hereby authorized to grant a Conditional Use Permit to allow for accessory dwelling units in accordance with the restrictions and requirements of this section. [Option: The Building Inspector is authorized to issue a building permit for accessory dwelling units in accordance with the restrictions and requirements of this section.

V. Criteria for Approval:

All of the following criteria must be met in order for the zoning board/planning board/building inspector to approve the construction of an accessory dwelling unit:

- (a) A maximum of one (1) accessory dwelling unit may be permitted on property located in zoning districts that allow single-family dwellings and must be located within or attached to the principal single family dwelling unit [OPTIONAL: or be located in a detached structure on the property].
- (b) An interior door shall be provided between the principal dwelling unit and the accessory dwelling unit. The accessory dwelling shall have an independent means of ingress and egress.
- (c) All municipal regulations applicable to single-family dwellings shall also apply to the combination of a single family principal dwelling unit and an accessory dwelling unit

including, but not limited to, lot and building dimensional requirements. A minimum of two parking spaces shall be provided for the accessory dwelling unit.

(d) The applicant for a conditional use permit shall demonstrate adequate provisions for water supply and sewage disposal for the accessory and primary dwelling units in accordance with RSA 485-A:38. Water and wastewater systems for the principal and accessory dwelling units may be combined or separate.

(e) Either the principal dwelling unit or the accessory dwelling unit 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 accessory dwelling unit must remain in common ownership.

(f) Accessory dwelling units shall maintain an aesthetic continuity with the principal dwelling unit as a single-family dwelling.

(g) An accessory dwelling unit size may not be restricted to less than 750 square feet.

(h) [OPTIONAL]: Detached Accessory Dwelling Units. Detached accessory dwelling units are permitted. Detached accessory dwelling units shall require that the lot be 20 percent larger than the minimum lot size required in the residential zone it is proposed. }

(i) The accessory dwelling unit shall have no more than 2 bedrooms.

#### VI. Occupancy Permit Required:

Prior to occupancy of the accessory dwelling unit, the homeowner shall obtain an occupancy permit from the Building Inspector.

#### Note on Application Requirements:

A municipality may wish to specify submission requirements for ADU applications, perhaps creating a new application form with a checklist of items, and add a note to their ordinance referencing that completion of such an application is required.