

Minutes of Economic Development Committee:

Date: 01/20/2011

Time: 3:00pm

Chair (acting) : Dale Sprague called meeting to order at 3:20pm.

Attendees/Members: Councilors Jon McCallion (absent)

Dale Sprague

Robin Jarvis

Administration: Bob Belmore, City Manager

Craig Wheeler, Development Services Director

Public: City Councilor David Witham

Other Staff: Code Enforcement Officers

Tim Metivier and Jack Kenyon

Topic	Discussion	Conclusion
1. Approve Previous Minutes.	Motion R.Jarvis, 2 nd D.Sprague to approve January 7, 2011 minutes.	U/A 2-0 vote.
2. Discuss amendments To Ordinance No. 5-11 Chapter 24, Housing Code.	C. Wheeler distributed a red-lined amended version of the Ordinance with typo's corrected and possible language changes. The Committee reviewed the document page-by-page. Wheeler briefed the Committee on staff's meeting with Section 8/HUD housing inspector Dan Dodd, who subcontracts with the SHA. R. Belmore said staff could not shadow an inspector due to client (SHA) confidentiality requirements.	Definitions: Re-insert ZBA; R. Belmore suggested proposed "Lot" change needed to be re-looked to include lots pre-dating newer recorded subdivisions. Appeal Process: Committee agreed to change the appeal from a subcommittee format to the City's Zoning Board of Adjustment. R. Belmore suggested adding language changes to mirror State Law as far as Re-Hearing to ZBA and appeals to Superior Court.

	<p>D. Witham shared his experience visiting with the City of Berlin code inspectors. Witham said the consensus there was the value of rent went up due to the compliance program; he also said Berlin pursued administrative court warrants when tenants refused to allow inspections.</p> <p>Wheeler said an NH LGC Attorney answered this same question of refusal by suggesting the same administrative court relief.</p> <p>Discussion took place on present property codes. Wheeler presented an informational inspection checklist that generated discussion on changes to the Draft.</p>	<p>Lead Paint: D. Sprague questioned the process inspectors would follow. Consensus was to remove mention of the State Law as it is not the intent to educate landlords/tenants on all other regulatory requirements and possible hazards like Radon.</p> <p>R. Jarvis asked that the timeline for inspections and access to apartments be softened. D. Sprague suggested the possible need for Saturday inspection work, or evenings.</p> <p>D. Witham suggested a Compliance “point person” to better ensure consistent information is disseminated and enforcement takes place as evenly as possible.</p>
Closing comments:	R. Jarvis suggested the Committee meet again within the next 2 weeks to discuss further amendments as well as the public nuisance criteria in the Ordinance and a waiver criteria section still be considered.	D. Witham suggested considering a “voluntary program” as sort of a compliance pilot project. Discussion on this possibility took place and consensus was to discuss it again at the next meeting.

Motion for Committee to adjourn at 4:40pm; U/A.

Respectfully Submitted,
Robert M. Belmore

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